



UNIVERSITY OF  
**DETROIT MERCY**

Build A Boundless Future

Undergraduate  
Nursing  
Handbook

2019-  
2020

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**McAuley School of Nursing**

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## Introduction

The McAuley School of Nursing *Undergraduate Nursing Handbook* provides the policies specific to the undergraduate nursing program tracks. This includes policies related to both the McAuley School of Nursing and the College of Health Professions. This handbook should be used in conjunction with *University of Detroit Mercy Undergraduate Catalog* which provides detailed information regarding programs of study, course descriptions, and University undergraduate program policies and procedures.

The information in this handbook reflects the current requirements for all active students and represents the most current information at the time of publication. The McAuley School of Nursing (MSON) reserves the right to make any necessary changes or revisions to this within reason for the purpose of quality improvement, program enhancement or operational needs.

The baccalaureate degree program currently has the following tracks:

### **Traditional Pre-licensure track**

For freshman and transfer students at the Detroit campus and in partnership with Aquinas College and Mercy Health Saint Mary's in Grand Rapids seeking a baccalaureate degree in nursing.

### **Part-Time Bachelor of Science in Nursing (BSN) track**

For transfer students seeking a baccalaureate degree in nursing at the Detroit campus.

### **Accelerated or Second Degree Option (SDO) track**

For students with a baccalaureate degree in another field (offered only on the Detroit campus) seeking a baccalaureate degree in nursing.

### **BSN Completion (BSNc) track**

For the returning registered nurse seeking a baccalaureate degree in nursing.

### **Curricular Plans**

Traditional Pre-licensure, Part-Time, SDO, and BSNc program curricular plans can be found in Appendix A-D.

# **Part I - McAuley School of Nursing Historical Background, Mission, Philosophy, Framework, and Baccalaureate Program Outcomes**

## **Historical Background**

The McAuley School of Nursing (MSON) has a long and rich history of educating baccalaureate-prepared, entry-level nursing professionals who exemplify the charismas of the Society of Jesus and the Religious Sisters of Mercy. Emphasis and concern for the dignity and formation of persons, the common good of the world community, competent and compassionate care for the poor and suffering, and commitment to doing justice in generous service of those who are in need of health/nursing care have consistently framed our academic aims and processes.

The formation of the MSON began in 1934 when Mother Carmelita Manning, RSM, envisioned the need for nursing education beyond hospital-based, diploma preparation and founded Mercy College. At that time, the college was located at 2200 East Grand Boulevard, the site of a Mercy Hospital and was mainly devoted to the preparation of graduate nurses in nursing education. A five-year BSN degree was an option for students enrolled in the program. Thus, Mercy College was one of the first colleges in Michigan to offer a collegiate nursing program and the first Catholic College in Michigan to offer a BSN degree. After the College moved to 8200 West Outer Drive in 1941, it maintained a very close relationship with the established Mercy Hospital Schools of Nursing in Detroit and neighboring cities. In 1949, the BSN and diploma options were separated with Mercy College retaining a four-year BSN degree program. The first accreditation was granted in 1950 for a Bachelor of Science in Nursing (National Nursing Accrediting Service) and the undergraduate nursing program has received continuous accreditation since that time.

In 1990, upon the consolidation of the University of Detroit (UD) and Mercy College of Detroit (MCD), the McAuley School of Nursing evolved from the combination of Pre-licensure and baccalaureate degree completion programs at MCD and a baccalaureate degree completion program at UD (established in 1982, accredited in 1990). Full accreditation of the consolidated MSON was granted in 1995 subsequent to the graduation of the first class in 1994.

At the invitation of colleagues at Aquinas College and Mercy Health Saint Mary's in Grand Rapids, a three-way partnership was formed in 1999 to implement a BSN nursing program on the west side of the state. University of Detroit Mercy (already with a BSN completion program in Grand Rapids) was approached because the aim of the venture was to operationalize a values-based model of nursing education that was compatible with the missions of the partners in Grand Rapids. The BSN degree is awarded by Detroit Mercy. In 2005, the McAuley School of Nursing was granted initial accreditation from the Commission on Collegiate Nursing Education (CCNE).

## **Mission**

The mission of the McAuley School of Nursing (MSON) program is to prepare compassionate and competent baccalaureate and graduate level nurses who are committed to serve, lead, provide high quality, cost-effective and culturally sensitive health care services to diverse individuals, families, communities and populations. Congruent with the University's mission, the program focuses on providing high quality nursing care to the underserved in an urban context.

## Philosophy

The faculty of the McAuley School of Nursing (MSON) promotes a values-based education that fosters the spiritual, intellectual, social, psychological and ethical growth of the life-long learner. The faculty is committed to teaching in the context of the Mercy Jesuit traditions to the service of faith, social justice, and compassionate, competent nursing care. Faculty-student relationships are foundational for students' personal and professional development in both the undergraduate and graduate programs. These relationships are based on open, honest, caring interactions, which empower students and faculty to become partners in education. The faculty recognizes the critical importance of caring that occurs, especially as reflected in faculty-student encounters. These encounters are a model for relationship-centered care with patients, families, communities, and other health team members that result in quality outcomes. The Bachelor of Science in Nursing (BSN) is the foundation for professional nursing practice and for the graduate degree programs.

The nursing faculty believes that education is a dynamic, interactional process that involves changes in perception, thinking, feeling, and action. Education is the process of acquiring new knowledge, skills, attitudes, and values to meet the challenges of the communities and populations we serve. Building on the Mercy and Jesuit traditions, the faculty is committed to creating a learning community of discourse and service. Utilizing pedagogy that encourages ongoing reflection on our human experience, faculty and students work together to further the social, political, economic and spiritual well-being of the human community. In that regard, the faculty believes that learners are characterized by a diversity of cultural backgrounds and economic status. The MSON actively recruits and values faculty and students who reflect this diversity. Likewise, partnerships in the community are developed and utilized to provide students with experiences of diversity in clinical settings.

The MSON faculty strives to promote a sense of altruism, integrity, confidence, and autonomy with accountability and a commitment to lifelong learning/learner and professional competency. To meet the complex, multifaceted role of the professional nurse, undergraduate-nursing education must integrate a strong liberal arts core with essential competencies of nursing science and the art of nursing. Such integration establishes a broad-based learning foundation across the health-illness continuum that promotes critical thinking, clinical judgment, and ethical decision-making including evidence-based practice and resources. The graduate program provides experiences for students to develop the necessary knowledge and skills for advanced nursing practice. This includes developing knowledge and expertise in specialty roles, evidence-based practice and leadership. Both professional and graduate nursing education requires respect for the unique traditions, missions, and strengths and needs of our community's partners.

To support professional caring and high quality nursing care, the Faculty utilizes the use of professional standards and guidelines in curricular design. The professional standards, and guidelines that are used throughout the undergraduate and graduate program are:

The Essentials of Baccalaureate Nursing for Professional Nursing Practice (AACN, 2008)  
The Essentials of Master's Education for Advanced Practice Nursing (AACN, 2011)  
The Essentials of Doctoral Education for Advanced Nursing Practice (AACN, 2006)  
Criteria of Evaluation of Nurse Practitioner Programs (National Task Force on Quality Nursing Education, 2012).

A variety of other professional standards and guidelines are incorporated into the curriculum.  
(approved 04.18.2016)



## Framework

The MSON undergraduate curriculum utilizes the *Baccalaureate Essentials* as the guiding framework.

## Baccalaureate Program Outcomes

Upon program completion, students are expected to meet the following **program outcomes**:

1. Provide compassionate care with a commitment to social justice.
2. Evaluate culturally sensitive person-centered care practices in health promotion, risk reduction, disease prevention and illness management for the health of people across the lifespan.
3. Manage the delivery of person-centered care through effective delegation, prioritization and leadership practices.
4. Use transparent person-centered nursing interventions in assessing the client's environment, prioritizing care, and following established healthcare (institution/agency) policies and procedures.
5. Use quality improvement models to analyze health care delivery systems and policies that affect the health or people.
6. Implement knowledge driven actions in professional nursing practice derived from a variety of theoretical perspectives.

## Accreditation

The Bachelor of Science in Nursing degree, Master of Science in Nursing degree and Doctor of Nursing Practice degree at University of Detroit Mercy, McAuley School of Nursing, is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202.887.6791.

The baccalaureate program is approved by the Michigan Board of Nursing.

The *Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2008) provide the foundation for the academic preparation of a baccalaureate prepared nurse. The MSON, in compliance with the accreditation standards, utilizes the *Essentials* to guide the curricula.

<http://www.aacnnursing.org/portals/42/publications/baccessentials08.pdf>

## Part II - Academic Policies

### Course Grading

1. A student must achieve an overall grade of 75% or better on all essential evaluation criteria in order to pass a nursing and HLH theory course.
2. There will be no rounding of grades (i.e. if you receive a 74.99% C-, it will not be rounded to 75%).
3. There will be no extra credit opportunities to raise your grade.
4. If a student is successful in the theory course but is unsuccessful in the co-requisite clinical practicum, the student would need to repeat only the clinical practicum. The reverse is also true; if a student is successful in the clinical practicum but unsuccessful in the theory course, the student would need to repeat only the theory course.
5. The student must successfully achieve both theory and practicum objectives with a passing grade in order to be eligible for progression to the next nursing course. Students must complete all the courses of one level before they can progress to the next level.

### Grading Scale

The following grading scale is used for all undergraduate nursing courses, with the exception of pass/fail clinical courses.

%	GRADE
100-95	A
94-91	A-
90-88	B+
87-84	B
83-81	B-
80-78	C+
77-75	C
74-72	C-
71-69	D+
68-65	D
64-0	F

### Supportive Core Courses for Traditional BSN

Anatomy and Physiology lectures and labs; General Organic, Biochemistry for Health Sciences; Nutrition; Microbiology lecture and lab; Psychology; Developmental Psychology; Sociology; Intermediate Algebra; Statistics, and Health Care Ethics.

### Academic Standing

To remain in **good standing** and/or to progress in the curriculum in the McAuley School of Nursing, a student must: a) fulfill all prerequisite requirements, b) maintain a cumulative GPA (CGPA) of 2.5 or higher, and c) earn grades of 'C' or higher in all nursing and supportive core courses.

## **Academic Warning**

When a student's cumulative GPA falls below 2.5, the student will be placed on Academic Warning by the Office of the Dean or the Dean's appointed delegate and will be notified by email using their Detroit Mercy email address and USPS mail.

The purpose of academic status is to notify the student of his/her academic standing and provide additional support and guidance that will enable the student to improve his/her academic performance and successfully complete the BSN degree.

## **Academic Probation**

**Second Degree Option Track:** There is no probationary period. Refer to academic dismissal below.

### **Less than 'C' Grade Earned**

**Traditional and Part-Time Programs:** When a student earns a grade of less than 'C' in one nursing or required supportive core course, the student will be placed on Academic Probation and will be notified by email using their Detroit Mercy email address and USPS mail. The student must repeat this course at the first opportunity and earn a grade of C or higher to progress onward in the curriculum. It is the responsibility of the student to follow up with their advisor and academic services if the student receives a poor or failing grade in a course.

The purpose of academic status is to notify the student of his/her academic standing and provide additional support and guidance that will enable the student to improve his/her academic performance and successfully complete the BSN degree.

### **Course Failure**

**Traditional and Part Time Programs:** Students who have failed one nursing or required supportive core course are placed on Academic Probation. Probationary students may register for a maximum of 12 credit hours, may not withdraw from a course or take an incomplete 'I' in a course without the Office of the Dean or the Dean's appointed delegate's permission, and must earn a grade of 'C' or higher in all nursing and support courses. Students on probation are required to meet with their advisors to discuss the terms of probation. Students must schedule at least two meetings with their academic advisor during the first six weeks of the term. **Failure to adhere to any aspect of the probation contract may result in dismissal from the program.**

## **Academic Dismissal**

Students may be dismissed from the MSON for any of the following reasons:

1. Cumulative GPA remains below a 2.5 for more than two consecutive semesters without improvement.
2. **Traditional and Part-Time programs:** Failing either two nursing courses, or one nursing and one supportive core course, or two supportive core courses. **Second-Degree Option program:** Failing one nursing course required in the program.
3. Withdrawing from the same course twice and not performing at a 75% level at the point of withdrawal.
4. Withdrawing once from a course having not achieved 75% at the point of withdrawal, and failing the same course once (Any student who meets criteria 2 or 3 may not register a third time in the same course).
5. If a student has been withdrawn from the same nursing course requiring medication math competency a second time due to failing to meet the required 90% on the medication math competency.

6. Because of the rigorous professional licensing requirements in the health profession and the state, the faculty and/or Academic Progression Committee reserves the right to recommend at any time the dismissal of a student due to physical or emotional health, conduct (see Professional and Ethical Conduct Policy), or academic standing.
7. Academic probation will be monitored by the Office of the Dean or the Dean's appointed delegate.
8. Dismissal letters will be sent out by the Office of the Dean or the Dean's appointed delegate.

Students who are dismissed may apply for admission to another college or school within the University. Notice of academic dismissal will be sent by email using their Detroit Mercy email address and will also be mailed via USPS from the Office of the Dean or the Dean's appointed delegate.

Nursing students who are unsuccessful and dismissed from the nursing program, and have exhausted the appeal process, may not re-enter the program at another time.

## Incomplete Grade

It is the student's responsibility to initiate the request for a grade of incomplete from the instructor. A petition for a grade of "I" is required and may be approved or disapproved at the discretion of the instructor. This grade is only appropriate at the end of the term when the majority of the coursework is completed but for serious reason the student is unable to complete the remaining course requirements. "I" grades are not issued when the student stops attending or participating in the class.

If the instructor feels the awarding of an "I" is justified, she/he fills out an *Incomplete Grade Petition* reflecting the individual work to be completed and the due dates of that work. Both student and instructor sign the form which is submitted to the instructor's Dean's office or the appointed Dean's delegate. If the student does not complete the required work eight weeks after the end of the semester, the "I" grade is automatically changed to an "I/F".

The deadline for completing an "I" grade may be extended at the discretion of the instructor of the course, the Dean of the college in which the course was taught, and the Dean of the student's college/school **not to exceed one year** from the time the "I" grade was issued. Exceptions to the year deadline can only be granted by the Provost/Vice President for Academic Affairs based on the recommendation by the appropriate Dean(s). Please see the latest edition of the Detroit Mercy Undergraduate Handbook.

## Withdrawal

Students may drop a course in TitanPass until the end of the 100% refund drop period. For full semester courses this is the first week of classes. After 100% refund add/drop week a signed *Change of Registration* form is required. The form needs to be processed by the Office of the Registrar. If a course is dropped during the 100% refund period, no record of enrollment for the individual course will appear on the student's transcript. Students who withdraw after the 100% refund drop period through 75% of the course taking place will receive a "W" as a final grade for each course dropped. The last day to withdraw for each course section is listed in the Schedule of Classes within each course section.

Online drops in TitanPass are only through the 100% refund drop period, drops after the 100% refund period must be done on paper with your advisor and college/school Dean's office signature. Instructor signature is not required for a drop. You can either get the form from the University Registrar Office website in their Forms link ([http://www.udmercy.edu/current-students/registrar/files/Registration\\_Form62009.pdf](http://www.udmercy.edu/current-students/registrar/files/Registration_Form62009.pdf)), or it can be obtained in your college Dean's

Office or in the Office of the Registrar. The course remains on the student's grade report and transcript with a "W". The course will be counted in hours attempted but not in the GPA calculation.

Students may not withdraw during the last 25 percent of the course unless they have received approval for late withdrawal from their Dean for extenuating circumstances. No withdrawal may be processed after the end of the class. An **unofficial withdrawal** (*Change of Registration* form not filed and student stops attending class) is not recognized and will result in the assignment of a permanent grade of "F". An "XF" is assigned when a student never attends and fails to withdraw from a course. An "XF" is calculated as an "F" in the GPA and all tuition and fees apply.

**Please refer to the latest edition of the Schedule of Classes for the exact date to withdraw for a course section at 100% and the last day to withdraw from a course for the semester.**

If a student is unable to complete any of his/her classes and is physically unable to come to campus to file the *Change of Registration*, a letter or email to this effect should be sent or faxed by the student to his/her Dean prior to the withdrawal deadline based on the latest edition of the Detroit Mercy Academic Calendar.

### **Administrative Withdrawal**

In some cases, a *Change of Registration* may be initiated by the McAuley School of Nursing Administration to remove a student from a class or clinical course. This action is in consultation with faculty. For example, the safety or well-being of the student, client, other students, or agency is in jeopardy, or if the student has failed to follow the procedures, regulations, prerequisites, or requirements of the College or when the student has gained registration in a class by misrepresentation. Depending upon the circumstances, in consultation with the Dean and/or the Dean's appointed delegate, a grade of "W" or "WF" will be rendered.

### **Leave of Absence**

Once a student begins the clinical sequence, it is expected that they will continue the program in a continuous sequence until graduation. If a student experiences an extraordinary circumstance (e.g. illness), they may request a leave of absence. The request for a leave of absence should be submitted to the Office of the Dean or the Dean's appointed delegate for review. Only students who are in good standing may request a leave of absence. Students who have not met the academic standards or professional standards for progression are **not eligible** for a leave of absence. The leave of absence shall not be granted for a period more than one year. A student may be required to do preparatory work or validation prior to reentry. Students who leave a program for more than one year must formally request readmission to the program. The ability to return to the program is at the discretion of the Office of the Dean or the Dean's appointed delegate. If more than three (3) academic semesters has elapsed since the student was in a clinical rotation, the student will be required to repeat some or all clinical courses.

### **Academic Appeals - College of Health Professions & McAuley School of Nursing**

The Academic Appeals Policy and Procedure can be accessed at [https://healthprofessions.udmercy.edu/files/pdf/Appeals\\_Policy\\_CHP.pdf](https://healthprofessions.udmercy.edu/files/pdf/Appeals_Policy_CHP.pdf)

### **Informal Resolution**

It is expected that students will take an initial step to resolve a dispute informally and in good faith with the faculty (or with whomever they have an issue) prior to accessing the appeals process. Students are expected to utilize internal mechanisms of dispute resolution, such as this appeals process, before utilizing external.

## Scope

This policy governs appeals for students with academic issues which affect a student's progression in their program. Program handbooks and policy manuals may amplify or modify the procedures detailed below.

## Student Responsibility

An appeal of a dismissal from the McAuley School of Nursing (MSON) should be accompanied by a description of the student's rationale that the dismissal should be overturned, and identify strategies to improve success. The student has the responsibility to demonstrate why an academic decision or its consequences should be overturned in all appeal procedures. There are specific guidelines for the submission of an appeal. A student is responsible for reading this entire document and following its guidelines. Any questions about the appeal process should be directed to the student's advisor.

## Appealing a Dismissal From the Program

Upon receipt of the appeal letter, the status of the student is considered dismissal pending. While an appeal of a dismissal is pending, students may not attend any program activities (e.g., classroom, clinical placements or internships, labs, student meetings, etc.).

## Assignment of Grade

Grades are assigned by the faculty scheduled to teach a course. Grades are determined based on the evaluation criteria and competencies described in the course syllabus. Faculty utilizes rubrics, specific criteria, clinical expertise and academic judgment when assigning a grade. Grades cannot be assigned by any other person than the faculty teaching that course, and a grade can only be changed by the faculty member who assigned the grade. **Grades cannot be appealed.**

## Resources for Non-Academic Issues

Students seeking guidance or resolution of nonacademic issues should seek advice from the Detroit Mercy Dean of Students. Examples of issues which are nonacademic are listed in the *Detroit Mercy Student Handbook*. Additional sources are listed below:

- Sexual Harassment policy <http://www.udmercy.edu/hr/current-employees/sexual-harassment/index.htm>
- Detroit Mercy Student Handbook <http://www.udmercy.edu/life/policies/index.php>
- Student Life Office <http://www.udmercy.edu/slo/>
- CHP Honor Code/Honor Council <https://healthprofessions.udmercy.edu/about/pph.php>
- Student wellness (Personal Counseling & Student Health Center) <https://www.udmercy.edu/life/health/index.php>
- Disability Support Services <https://www.udmercy.edu/current-students/support-services/disability.php>

## Grand Rapids Site

- Accessibility Services <https://www.aquinas.edu/accessibility-services>
- Student Affairs <https://www.aquinas.edu/office-student-affairs>
- Counseling, Health & Wellness <https://www.aquinas.edu/resources/student-resources/counseling-health-wellness/wellness>

## **Academic and Professional Integrity**

### **Faculty Responsibilities**

Faculty members are expected to conduct themselves in a fair and conscientious manner in accordance with the ethical standards generally recognized within the academic community as well as those of the nursing profession. Members of the faculty are expected to (except in cases of illness or other compelling circumstances):

1. Meet scheduled classes and appointments.
2. Be available at reasonable times for appointments with students.
3. Make appropriate preparation for classes and other meetings.
4. Perform grading duties in a timely manner.
5. Communicate with students who have earned a failing grade prior to submitting the grade to the Registrar. The purpose of this is to ensure that the grade was arrived at accurately and fairly as well as to allow the student to present information relative to the grades.
6. Describe to students in writing at the beginning of a course the content and objectives along with the methods and standards of evaluation. This description of evaluation must include description of the relative weight to be assigned to various factors; base all academic evaluation upon good-faith professional judgment.
7. Not consider, in academic evaluations, factors such as race, color, religion, gender, age, national origin, handicap, political or cultural affiliation, lifestyle, activities or behavior outside the classroom unrelated to academic and professional achievement.
8. Respect confidentiality of student information contained in University academic records. Faculty may release such information in connection with intra-University business, including releasing information to clinical preceptors and affiliate faculty without student consent, or as may be required by law.
9. Not exploit professional relationships with students for private advantage; and refrain from soliciting the assistance of students for private purposes in a manner which infringes upon such students' freedom of choice.
10. Give appropriate recognition to contributions made by students in research, publication, service or other activities.
11. Refrain from any activity which involves risk to the health and safety of a student, except with the student's informed consent, and, where applicable, in accordance with the University policy relating to the use of human subjects in experimentation.
12. Respect the dignity of each student individually and all students collectively in the classroom, laboratory and clinics; in communication, either face to face or electronically; and in all other academic contexts.

### **Student Responsibilities**

Students are expected to conduct themselves in a fair and conscientious manner in accordance with the College Honor Code, ethical standards generally recognized within the academic community as well as those of the nursing profession. Members of the student body are expected to (except in cases of illness or other compelling circumstances):

1. Attend all scheduled classes and appointments.
2. Prepare for all classes and other meetings.
3. Submit all assignments on time.
4. When progress in a course is below expected standards, the student should meet with faculty to discuss progress.

5. Not exploit professional relationships with students, staff, or faculty for private advantage; and refrain from soliciting assistance of peers for private purposes in a manner which infringes upon each individual's freedom of choice.
6. Refrain from any activity which involves risk to health and safety of a peer, faculty or staff.
7. Respect the dignity and diversity of each student, faculty, staff member and preceptor individually and all colleagues collectively in the classroom, laboratory and clinics; in communication, either face to face, electronically, or on social media; and in all other academic contexts.
8. Submit course and instructor evaluations providing constructive feedback for course and teaching improvement efforts and to contribute to curriculum assessment, revision and the accreditation process.

## **Honor Code - College of Health Professions**

Students in the College of Health Professions at University of Detroit Mercy are expected to exhibit behaviors that epitomize academic, professional and personal integrity. They are committed to the traditions of the Sisters of Mercy and the Society of Jesus that emphasize values, respect for others, and academic excellence. Adherence to such high standards is necessary to ensure quality in education and clinical care in all College of Health Professions programs. A student's acceptance into a program of the College of Health Professions is conditional upon signing an affirmation of the Honor Code. The entire document can be accessed online at <https://healthprofessions.udmercy.edu/about/pph.php>.

## **Professional and Ethical Conduct Expectations**

Students enrolled in University of Detroit Mercy nursing programs are expected to adhere to a standard of behavior consistent with the high standards of the nursing profession. Compliance with all institutional rules and regulations, city, state and federal law is expected.

As stated in the ANA Code of Ethics, a successful professional should demonstrate such characteristics as open-mindedness, tolerance of ambiguity, objectivity, emotional stability, personal security, appropriate interpersonal skills to effectively and confidently communicate with others across racial, cultural or gender lines; and a willingness to learn and grow professionally.

**Concern for the welfare of patients (real or simulated), faculty, staff & peers as evidenced by:** A thoughtful and professional attitude manifesting concern for the total person; avoidance of offensive language, offensive gestures, inappropriate remarks, or remarks with sexual overtones; treatment of patients, peers, staff and faculty with respect and dignity both in their presence and in discussions with others.

**Concern for the rights of others, shown by:** Dealing with class peers, professional and staff personnel, and with all other members of the health team in a considerate manner and with a spirit of cooperation; acting with an egalitarian spirit towards all persons encountered in a classroom setting or a professional capacity regardless of race, religion, gender, sexual orientation or disability.

**Responsibility to duty, which involves:** Effectively undertaking duties with alacrity and persevering until complete, or notifying responsible persons of problems; punctual attendance at classes, labs, rounds, conferences and clinical duties, or offering appropriate explanation when unable to be present; notifying course directors and supervising house officers of absence or inability to carry out duties; seeing patients regularly and assuming responsibility for their care with appropriate supervision; identifying emergencies and responding appropriately; insuring that he/she can be located when on duty by faculty



or staff personnel; dependability; and assuming an appropriate and equitable share of duties among peers.

**Teach-ability:** Accepting teaching, guidance and feedback, the ability to discern one's own strengths and weaknesses and taking steps to correct shortcomings; acknowledging limitations; the ability to work with others and the ability to work with authority.

**Trustworthiness:** Being truthful, ethical and intellectually honest in communication with others; acceptance of responsibility for meeting multiple demands by establishing proper priorities and by completing work; discerning accurately when supervision or advice is needed before acting; and maintaining confidentiality of information concerning patients. This includes strict adherence to the policies set by the Health Insurance Portability and Accountability Act of (HIPAA) Public Law.

**Professional demeanor:** Neat and clean appearance in attire that complies with the MSON dress code; and is acceptable as professional to the patient population; maintaining equilibrium under pressures of fatigue, professional stress, or personal problems; avoidance of the effects of alcohol or of drugs while on duty or while attending class.

It is not possible to enumerate all forms of inappropriate behavior, which would raise serious questions concerning a student's status as a health professional in training. The following, however, are examples of behavior, which would constitute a violation of professional standards:

- Harassment, harm, abuse, damage, or theft to or of any person or property including copying of copyrighted materials or plagiarism and copying software on University of Detroit Mercy grounds or property owned by any hospital/clinic, affiliated institution/organization, or individual to which the student may be assigned.
- Entering or using University of Detroit Mercy or affiliated hospital/clinic facilities without authorization or disrupting teaching, research, administrative, or student functions of the University.
- Conviction of a felony.
- Participating in academic or clinical endeavors of University of Detroit Mercy or its affiliated institutions while under the influence of alcohol, a controlled substance, or illicit drugs. Unlawful use, possession, or distribution of illegal drugs and alcohol.
- Placing a patient in needless jeopardy or unethical disclosure of privileged information.
- Behavior or grooming which elicits a lack of respect and confidence from a patient, faculty, and colleagues.
- Abusive, disrespectful or sexually inappropriate conduct (verbal, written or electronically communicated) toward or about members of the faculty, preceptors, administrative or professional staff, employees, students, patients, or visitors to University of Detroit Mercy and/or its affiliated institutions.
- Cheating on exams or assignments or unauthorized reproduction for any purpose.
- Fabrication of research results or transmission of false information to or about faculty, staff, administration, University officials, preceptors, or clinical site personnel, falsifying or inappropriately altering medical, research, or academic records or documents, forgery of another person's signature or alteration of a medical record, test, or document.
- Violation of any other established rules and regulations of University of Detroit Mercy, hospital, or any affiliated institution (as used in the above examples).
- University of Detroit Mercy premises and property shall include the premises and property of any affiliated institution where University of Detroit Mercy students pursue activities for academic credit.

Any breach of professional conduct will result in sanction. This may range from counseling to the most serious sanction, dismissal. Incidences of unprofessional behavior or a serious breach of behavior will be reported to the Office of the Dean. The Office of the Dean or the Dean's appointed delegate will determine the level of sanction, which can range from reprimand to dismissal. A decision of dismissal from MSON for professional behavior is final.

If the unprofessional behavior occurs at a clinical site, simulation or lab, the student may be sent home immediately and may not return until the incident has been investigated. The clinical instructor will notify the Assistant Dean (Clinical Education) and/appointed delegate of the incident which counts as an absence.

Following the chain of communication is a sign of professional conduct.

For grievances involving all other (non-academic) matters, students are expected to utilize the *Student Non-Code of Conduct Violations Grievance Procedure* in the *Student Handbook*. The *Student Handbook* is available online at <http://www.udmercy.edu/life/policies/index.php>.

## Progression in the McAuley School of Nursing

### Medication Calculation

Students must demonstrate medication calculation competency as they progress through the curriculum. Students will be notified of the dates for achieving medication competency. Students must achieve a 90% or higher score to demonstrate competency. Students have two (2) opportunities to demonstrate competency. It is mandatory for students to take advantage of the two attempts that are offered to achieve a 90% or higher score. Each of the opportunities will have a due date prior to the 100% refund drop date, which is approximately 7 days after the semester begins.

Failure to take attempt one (1) by the due date will result in the student having only one attempt to meet competency. Students who do not meet deadlines or achieve the required competency (90%) will be withdrawn from both the clinical and same lecture course for the upcoming semester. Withdrawing from the clinical and lecture course affects progression in the nursing program. If a student has been withdrawn from the same nursing courses a second time due to failing the medication math competency, they will be dismissed from the nursing program.

Detroit & Grand Rapids traditional full-time and part-time tracks take med math in these classes	Second degree option track take med math in these classes
#1 NUR 3380	#1 NUR 2850
#2 NUR 2520	#2 NUR 2520
#3 NUR 3200	#3 NUR 3200

Traditional semester students in courses NUR 3380, NUR 2520, and NUR 3200 have 2 attempts to take a Medication Math Competency exam and achieve 90% with no penalty.

Second degree option students in courses NUR 2850, NUR 2520, and NUR 3200 have 2 attempts during the semester to take a Medication Math Competency exam and achieve 90% with no penalty.

When either type of student does not achieve a grade of 90% on any exam attempt, a remediation with the math instructor, a review with a peer educator, or both is mandatory prior to sitting for the 2nd and final attempt.

## ATI Program & Student Assessments Across the Curriculum Policy

### Purpose

In an ongoing effort to maintain and improve the quality of nursing program and curriculum and to ensure our graduates' readiness for the NCLEX-RN®, the faculty has adopted a program of standardized assessments across the curriculum. This testing service is provided through Assessment Technologies Institute (or ATI). Standardized and scheduled assessments provide data regarding nursing aptitude, study skills, learning preferences, content mastery, and readiness for the NCLEX-RN®

Using ATI as a comprehensive program, ATI tools can help students prepare more efficiently as well as increase confidence and familiarity with NCLEX-RN® related content. ATI provides books, online practice, and proctored testing over the major content areas in nursing. It also provides testing of indicators of academic success in nursing school and critical thinking, as well comprehensive student assessment on an exam that is like the NCLEX-RN®. The McAuley School of Nursing (MSON) uses the ATI as a comprehensive testing program. Students will be responsible for purchasing the ATI packet through the ATI website. Detailed information for the ATI testing program is available at <http://www.atitesting.com>

### Modular Study

ATI provides online review modules that include written and video materials in all content areas. Students are encouraged to use these modules to supplement course work. Faculty may assign these to supplement and enhance your learning.

### Tutorials

ATI offers unique tutorials that teach nursing students how to think like a nurse, how to take a nursing assessment and how to make sound clinical decisions. Faculty may assign these to supplement and enhance your learning.

- a. **Nurse Logic:** is an excellent way to learn the basics of how nurses think and make decisions.
- b. **Learning System:** offers practice adaptive testing that approach NCLEX style questions in specific nursing content areas that allow student apply the valuable learning tools from Nurse Logic. Faculty may assign these to supplement and enhance your learning.

### ATI Content Mastery Assessments

Standardized Assessments will help the student to identify what they know as well as areas requiring active learning/remediation. There are practice assessments available to the student and required standardized proctored assessments that will be scheduled each semester.

Independent learning through ATI resources and the assessments (practice and proctored) will not always directly correspond with classroom instruction, but the combined processes will enhance the students critical thinking and support the students' overall success in mastering nursing concepts and content and will effectively support the students learning and integration of theory and clinical nursing.

### Proficiency Levels

A Proficiency Level of 2 or 3 on ATI Content Mastery assessments is the desired achievement. These proficiency level policies only pertain to the proctored Content Mastery Assessment Tests

#### Proficiency Level 3

1. Students earn the 10% grade allotment (e.g., 10/10 points or 100%) in the course grade.

2. This level of proficiency indicates the student is likely to exceed NCLEX-RN® -related content standards in this area. Students are encouraged to engage in continuous focused review to maintain and improve their knowledge of this content.

### Proficiency Level 2

1. Students earn 90% of the grade allotment (e.g., 9/10 points or 90%) in the course grade.
2. This level of proficiency indicates the student is fairly certain to meet NCLEX-RN® related content standards in this area. Students are encouraged to engage in continuous focused review to improve their knowledge of this content.

### Proficiency Level 1

1. Students earn 70% of the grade allotment (e.g., 7/10 points or 70%) in the course grade.
2. This level indicates that a student is likely to just meet minimum NCLEX-RN® related content standards in this area.

### Below Proficiency Level 1

1. Students earn 60% of the grade allotment (e.g., 6/10 points or 60%) in the course grade.
2. This level indicates a need for thorough review of the content due to a questionable ability to meet NCLEX-RN® related content standards

### ATI TESTING SCHEDULE - Traditional Nursing Program - Detroit Campus

Level	ATI Level Tests	Corresponding Courses
2 <sup>nd</sup> Semester Sophomore	Fundamentals of Nursing	NUR 2500
1 <sup>st</sup> Semester Junior	Mental Health	NUR 3100
2 <sup>nd</sup> Semester Junior	Medical Surgical Nursing	NUR 3700
	Pharmacology	NUR 3310
	Maternal Newborn	NUR 3800
Senior	Nursing Leadership	NUR 4600
	Community Health	NUR 4300
	Nursing Care of Children	NUR 4100
	Nutrition	NUR 4652
During or after the semester student is graduating	Comprehensive NCLEX-RN® Predictor	Outside of any course

### ATI TESTING SCHEDULE-Second Degree Accelerated Nursing Program

Level	ATI Level Tests	Corresponding Courses
1 <sup>st</sup> Semester	Fundamentals of Nursing	NUR 2500
	Pharmacology	NUR 3050
2 <sup>nd</sup> Semester	Medical Surgical Nursing	NUR 3700
	Nursing Leadership	NUR 4600
3 <sup>rd</sup> Semester	Community Health	NUR 4300
	Mental Health	NUR 3100
	Maternal Newborn	NUR 4865
	Nursing Care of Children	NUR 4875
4 <sup>th</sup> Semester	Nutrition	NUR 4651
	Second Practice Exams	NUR 4651
During or after the semester student is graduating	Comprehensive NCLEX-RN® Predictor	Outside of any course

## ATI TESTING SCHEDULE-Traditional Nursing Program - Grand Rapids Site

Level	ATI Level Tests	Corresponding Courses
2 <sup>nd</sup> Semester Sophomore	Fundamentals of Nursing	NUR 2500
1 <sup>st</sup> Semester Junior	Mental Health	NUR 3100
2 <sup>nd</sup> Semester Junior	Maternal Newborn	NUR 3800
	Nursing Care of Children	NUR 4100
	Pharmacology	NUR 3310
Senior	Nursing Leadership	NUR 4600
	Community Health	NUR 4300
	Medical Surgical Nursing	NUR 3700
	Nutrition	NUR 4652
During or after the semester student is graduating	Comprehensive NCLEX-RN® Predictor	Outside of any course

Overview: ATI assessment testing is a course requirement in appropriate nursing theory courses with content mastery tests. Proctored testing will be assigned by the faculty and identified in the nursing course syllabi/topical outline.

Content mastery series tests (if appropriate) will be 10% of the overall course grade but are not included in the course test grade average.

### Testing

Students may prepare for the scheduled Content Mastery Assessments through study of the course-related textbook, lecture notes, ATI textbook, and through completion of unsecured, non-proctored practice examinations online. ATI textbooks and examination access information are distributed to students in course syllabi.

### 3-ring binder

A 3 ringer binder containing the students' ATI assessment testing history will be required for entire nursing program. The binder should be taken to meetings with advisor and to the Assistant Dean for Academic Success. Contents of the ATI binder include paper printouts of:

- NCLEX Test Plan: [http://www.ncsbn.org/RN\\_Test\\_Plan\\_2016\\_Final.pdf](http://www.ncsbn.org/RN_Test_Plan_2016_Final.pdf)
- Individual Performance Profiles from Practice and Proctored Assessments including ATI generated Topics to Review.
- As directed by faculty, either Active Learning Templates (maximum of 15) or Three Critical Points to Remember are to be completed from Topics to Review which are generated after completion of Practice and Proctored assessments.

Sections should be identified using tabs. As additional remediation occurs, those materials shall be added to the binder.

### Remediation

Remediation may consist of focused reviews using active learning templates or three critical points to review

- Student will work independently to develop and complete a focused review using the Individual Performance Profile, including Active Learning Template or Three Critical Points to Remember, for **all** practice and standardized proctored assessments (maximum 15).
- Prior to taking the standardized proctored assessment(s), student will show the proctor or course faculty their completed focused review using the Individual Performance Profile, including Active Learning Template(s) or Three Critical Points to Remember, for both practice A and B.

- c. Before being allowed to take the Comprehensive Predictor Exam, students are required to show the ATI 3-ring binder to exam proctor or designated person.

### **Content Mastery Series**

Content Mastery Series Assessments are given across the curriculum and consist of practice and proctored assessments. Students are required to complete all practice and standardized proctored assessments that are assigned in each nursing course.

- a. Practice Test A will be administered around completion of 60% of the course content.
- b. Practice Test B will be administered around completion of 80% of the course content.
- c. SDO Program: One of the practice assessments, as assigned by the faculty, will be administered at around completion of 80% of the course content
- d. The Content Mastery Exam will be administered after the practice assessment(s) and remediation are completed and before the final exam in the course is administered.
- e. The following courses will be combined for the purpose of the 60% and 80% content completion:
  - 1. Med/Surg Nursing 1 and Med/Surg Nursing 2
  - 2. Pharmacology 1 and Pharmacology 2
  - 3. Pathopharmacology 1 and Pathopharmacology 2
- f. Students who do not complete Content Mastery Practice Tests as assigned will earn a zero (0) for the ATI portion of the course grade and will not be allowed to take the Standardized Proctored Assessment.
  - 1. Traditional-Practice A with required remediation **and** Content Mastery Practice Test B with required remediation.
  - 2. SDO- One Assigned Practice Exam with required remediation **and** Content Mastery.
- g. Students who do not complete Content Mastery Practice Test A with required active learning/ remediation **and** Content Mastery Practice Test B with required remediation will earn a zero (0) for the ATI portion of the course grade and will not be allowed to take the Standardized Proctored Assessment.
- h. Failure to take the Standardized Proctored Assessment as assigned will result in a zero (0) earned for the overall ATI portion of the course grade.
- i. Failure to complete required active learning/ remediation following the Standardized Proctored Assessment will result in a zero (0) earned for the ATI portion of the course grade.
- j. Course faculty or designees are responsible for scheduling, coordinating and proctoring retake exams.
- k. Grading for Content Mastery Series is in Table A.

Table A Content Mastery Series-Assessment Grading		
Failure to Complete Practice A and / or Practice B with required remediation will result in being prohibited from taking Proctored assessment.	0 points or 0 percent	No retake allowed after the due date.
Completion of Practice A and Practice B with required remediation and a score of Level 3 on the Proctored Assessment + Remediation of Proctored Assessment	10 points or 100percent	No retake allowed
Completion of Practice A and Practice B with required remediation and a score of Level 2 + Remediation	9 points or 90percent	No retake allowed
Completion of Practice A and Practice B with required remediation and a score of Level 1 + Remediation	7 points or 70 percent	Retake required - If retake score demonstrates improvement, student will receive an additional 0.5 points
Completion of Practice A and Practice B with required remediation and a score of below Level 1 + Remediation	6 points or 60 percent	Retake required - If retake score demonstrates improvement, student will receive an additional 0.5 points
Failure to take the required retake proctored exam and complete remediation after proctored exam.	0 points or 0 percent	No retake allowed

### Assessment Technologies Institutes (ATI) RN Comprehensive Predictor Exam

The ATI RN Comprehensive Predictor Exam is a 150 -180 item scored exam and is intended to measure a student's readiness for the NCLEX-RN®. The MSON ATI RN Comprehensive Predictor Exam Benchmark will be set at the 90% predicted probability of passing the NCLEX-RN. Students who do not meet the 90% benchmark (have a green light) will be required to complete **ALL** Active Learning Templates **or** Three Critical Points to Remember for **ALL** topics that are generated from the Topics to Review after completion of RN Comprehensive Predictor Exam.

ATI RN Comprehensive Predictor Exam 1 is given during or after the students' last semester prior to graduation. The exam will take place on campus on an arranged day and time.

Students who meet the 90% probability of passing the NCLEX-RN benchmark (or have a green light to test) will not be required to take ATI Comprehensive Predictor Exam 2 and authorization to test will be sent to the Michigan State Board of Nursing following graduation.

ATI RN Comprehensive Predictor Exam 2 will be given after graduation. Students who do not meet the 90% probability of passing the NCLEX-RN benchmark (have a green light to test) will be required, as directed, to complete **ALL** Active Learning Templates **or** Three Critical Points to Remember for **ALL** topics generated from the Topics to Review after completion of RN Comprehensive Predictor Exam. Authorization to test will be sent to the Michigan State Board of Nursing after all remediation is completed.

### **Optional Final Exam Exemption**

Faculty may, if they choose, allow students to be exempt from a final exam if they score a proficiency level 2 or proficiency level 3 on the corresponding ATI Content Mastery Exam. The final exam score will be consistent with the level score per McAuley School of Nursing ATI policy, ie: level 3 will score 100% (10/10) or grade of A and level 2 will score 90% (9/10) or grade of B+.

To qualify for the optional final exam exemption the student must score at Proficiency Level 3 or Proficiency Level 2 on the Content Mastery Exam. The student must also complete the required remediation of a maximum of 15 active learning templates or 3 critical points to review as assigned by course faculty before to the scheduled course final exam. If remediation is not completed the student must take the course final exam. If the student opts to take the course final exam the final exam score earned will be used to calculate the final course grade. The student will NOT have the option of selecting the better of the two scores (final exam or ATI proctored).

### **ATI Live Review**

A Live Review will be held at an arranged date and time during or after the student's last semester of the nursing program. Attendance at the Live NCLEX - RN Review is mandatory. Failure to attend 100% of the live review will require the student to meet with MSON administration to determine the appropriate course of action.

### **Plagiarism**

1. Students must complete the plagiarism module tutorial Indiana University available at: <https://www.indiana.edu/~istd/>.
2. Students must also complete the plagiarism test available at: <https://www.indiana.edu/~istd/test.html> and pass with the minimum competency in the first semester of their program.

### **Disciplinary Action for engaging in plagiarism**

The faculty will address the student, indicate they have a plagiarism infraction, and notify the Honor Council.

### **Laptop Computer Policy**

The MSON continues to be committed to student success and requests every nursing student obtain a laptop computer. This laptop computer should meet minimal requirements to access online testing software.

The student is responsible for having a laptop computer in good working order with updated software throughout the program for testing purposes. Students who fail to provide an adequate laptop computer are subject to policies within the syllabus, which may include forfeiting the opportunity to take an exam and subsequently receiving a zero.

Laptop computer privacy screen may be required at the discretion of the faculty.

## **Part III - Academic Policies - University of Detroit Mercy**

### **Academic Misconduct**

Among the most serious academic offenses is plagiarism, submitting the words or style of another author or source without acknowledgement or formal documentation. Plagiarism occurs when specific phrases or entire passages, whether a sentence, paragraph, or longer excerpts, are incorporated into



one's own writing without quotation marks or documentation. One also plagiarizes by paraphrasing the work of another that is, retaining another writer's ideas and structure without documentation.

Students are advised to always set off another writer's exact words by quotation marks, with appropriate references. Students avoid plagiarism by concentrating on their own words and ideas and by fully crediting others' work and ideas when they find their way into the writing. Whenever in doubt, cite the source. Students who purchase essays from other students or agencies or who copy from one another or from prohibited sources, commit the most serious type of academic dishonesty. The consequences of plagiarism, or any act of academic dishonesty, may range from failure in a course to dismissal from the University.

## **Alcohol and Other Drugs Policy**

[https://www.udmercy.edu/life/policies/files/Student\\_Handbook.pdf](https://www.udmercy.edu/life/policies/files/Student_Handbook.pdf)

As an academic community rooted in the Jesuit and Mercy traditions, University of Detroit Mercy is committed to providing a safe, healthy learning community for all its members. Accordingly, the university expects all members of the community (students, faculty, and staff) to make responsible and legal decisions concerning the use of alcohol and other drugs.

Detroit Mercy believes that character development is a central part of the educational experience of college. As such, we value opportunities that challenge us all in areas of community responsibility, expression of values and connecting decisions with consequences. To foster an environment where such learning can take place, alcohol and other drug use that is against the law, contrary to the Detroit Mercy's mission will be fairly and consistently challenged. Substance use that places anyone's physical, mental, or emotional well-being in danger will not be tolerated.

In compliance with the Drug-Free Schools and Communities Act (DFSCA), the university has drafted this Detroit Mercy Alcohol and Other Drugs Policy (Detroit Mercy AOD Policy), which includes references to other University policies concerning alcohol and other drug use and summarizes certain legal penalties under Federal law for the illegal possession or distribution of drugs and alcohol. The following information is critical and should be read carefully by all members of the University community.

### **General Standards of Conduct for Alcohol and Other Drugs**

The following standards apply to the entire university community (students, faculty, staff, and on-campus guests) in making determinations about alcohol and other drugs:

- Possession, consumption, and distribution of alcohol at any University campus or facility shall be in accordance with applicable local, state, federal laws, and applicable University policies; for international campuses, laws of the host country apply. Any possession, consumption, manufacture, sale, distribution or use of alcohol or other drugs in violation of the aforementioned laws or University policy is prohibited
- All members of the University community, including staff, faculty, students, and visitors, shall be responsible for behaving in a manner that is not disruptive and does not endanger themselves or others
- Whenever persons under 21 years of age can reasonably be expected to attend a University event or any event on the University premises, appropriate precautions shall be taken to restrict distribution and consumption of alcohol to individuals of legal drinking age.

## **Marketing and Communications**

The following guidelines must be followed for all marketing practices involving alcohol and other drugs messaging at Detroit Mercy.

- The marketing of illegal substances is not permitted.
- Advertisements that encourage excessive or unhealthy consumption of alcohol or other drugs will not be permitted.
- Departments and organizations may not accept or create advertising that:
  - Encourages alcohol or other drug over-use (abuse) or emphasizes quantity and frequency of use
  - Portrays alcohol or other drugs as a solution to problems or necessary for stress relief or for social gatherings
  - Depicts images suggesting alcoholic beverages, such as a martini glass, umbrellas in drinks, beer bottles or kegs
  - Contains the price of alcohol, such as “\$2.50 well drinks” or “dollar shots”
  - Includes such phrases as “all you can drink,” “drink specials” or “unlimited drinks”
  - Violates local, state, or federal laws, or supplemental University policies
- Acceptable alcohol advertisements must carry a disclaimer promoting responsible and sensible drinking practices. All advertisements must be approved by Student Life Office.

## **Students**

All students enrolled at Detroit Mercy are expected to follow local, state, and federal laws concerning alcohol and other drugs. All students are also subject to additional, University-specific regulations on alcohol and other drugs, as stated in the Student Code of Conduct.

## **Student Organizations**

All registered student organizations and interest groups are subject to regulations concerning alcohol when hosting events on or off-campus. It is a privilege to be a student organization that is recognized by University of Detroit Mercy. Student organizations are expected to exercise good judgment in planning and promoting their activities, including any event an observer would associate with the student organization. Student organizations are also responsible for assuring compliance with procedures and policies as outlined in the Student Handbook and Detroit Mercy Alcohol and Other Drugs Policy.

## **Facilities and Events**

All events on university property must comply with the Detroit Mercy AOD Policy, all other applicable university policies, and all applicable laws. Additional regulations may apply to events held on certain campuses or university facilities. Please contact University Services for additional information and/or restrictions.

## **Prevention, Treatment, and Support Services**

In keeping with its mission, the university offers resources for students (through the Wellness Center and faculty/staff (through Human Resources) that may seek or require assistance with alcohol or other drug (AOD) problems. Faculty, staff, and students are encouraged to attend seminars and information sessions on the health risks of alcohol and other drug abuse available to the university community. These programs are designed to educate students, staff, and faculty on substance use, its health risks, and identifying signs of overuse and abuse.

Self-help support groups for dealing with alcohol or other drug dependence bring together people with common experiences and similar needs. In general, self-help groups are: facilitated by a lay person, free, informal, voluntary, and anonymous. Please see the resources below to identify meeting times and dates of local area meetings, other self-help sites, and for more information on substance abuse.

For additional resources:

- Alcoholics Anonymous

- Narcotics Anonymous
- National Institute on Alcohol Abuse and Alcoholism

### **For Students**

Students have choices about drinking alcohol: whether or not to drink; how much to drink; and where, when, and with whom to drink. While most students at Detroit Mercy use alcohol in moderation or not at all, a significant minority of student's drink in ways that put them, and others, at greater risk for alcohol-related harms - negative consequences that can quickly throw what matters out of balance.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

At University of Detroit Mercy, the Registrar coordinates the inspection and review procedures for student education records which include admissions, personal, academic and financial files as well as cooperative education and placement files. No one outside the institution shall have access to information in a student's education record without the written consent of the student. Exception will be granted in special circumstances to officials of other institutions in which students seek to enroll, persons or organizations providing students financial aid, accrediting agencies carrying out their accrediting function, persons in compliance with a judicial order, and persons in an emergency to protect the health and safety of students or other persons. A student may personally review their education records by providing a **written request** to the Registrar. Further information on FERPA can be accessed online at <http://www.udmercy.edu/current-students/registrar/ferpa.php>.

### **Services for Students with Disabilities**

The mission of Disability Support Services is to assist in creating an accessible community where student with disabilities have an equal opportunity to fully participate in all aspects of the educational environment. Because of our belief in the dignity of each person, and through compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act as amended in 2008, we strive to promote students' independence and to ensure recognition of their abilities, not disabilities.

Disability support services are available to currently enrolled students who have a documented disability that substantially limits them in one or more major life activities. Individuals eligible for services include, but are not limited to, the following types of disabilities: mobility, orthopedic, hearing, visual, learning, psychological, and attentional.

If you require accommodations based on a disability, you should request services in advance of your first semester at Detroit Mercy or as early as possible thereafter. In general, in order to be considered reasonable, requests for accommodations should allow enough time for the DSS process to be completed, and for appropriate arrangements to be made.

For Information on How to Request Services, go to:

<https://www.udmercy.edu/current-students/support-services/disability.php>

Or Contact:

#### **Detroit Campus**

Disability Support Services

McNichols Campus Library, Room 328

Phone - 313.993.1158 to schedule a meeting

## Grand Rapids Site

Accessibility Services Coordinator

Email: [dsservices@aquinas.edu](mailto:dsservices@aquinas.edu)

Phone: 616.632.2177 to schedule a meeting

## Social Media and Electronic Devices

Social media tools, which facilitate both one-to-many communications and presumably private communications, have grown to become a significant part of how people interact via Internet. Because social media are widely used as promotional tools, personal postings on public media sites can sometimes blur the line between the individual and the institutional voice. This policy provides guidance for members of the University community to protect both their personal reputations and the public image of the institution.

There are substantial differences between individuals representing themselves on public social media sites, individuals representing the University on public social media sites, and individuals using University-hosted social media. This policy is not intended to regulate how individuals conduct themselves in their personal social media actions and interactions. However, even a single instance of improper or ill-considered use can do long-term damage to one's reputation, career, and to the University. Furthermore, although not intended, never forget as faculty, staff, or an administrator you may always be perceived as a representative of the University. It is therefore in the best interest of the University and all members of the University Community to provide its employees and students with a roadmap for safe, smart use of social media.

The University has a significant investment in University-owned public social media pages and personal sites on University-hosted services, as content on these pages and sites reflects directly on the institution and how it is seen by the public. Therefore, this policy regarding posting content must be strictly adhered to in these contexts. Students are responsible for reading and adhering to the Detroit Mercy Social Media Policy which can be accessed online at <https://www.udmercy.edu/faculty-staff/mpa/social-media.php>.

## Student Complaint Policy & Resolution Center

<https://www.udmercy.edu/about/consumer-info/complaint-policy.php>

Consistent with its mission, University of Detroit Mercy (Detroit Mercy) welcomes feedback from students about our policies, programs and services in an effort to promote a successful learning environment. To that end, Detroit Mercy is committed to providing prompt and fair resolution of all student complaints. We are accountable to our students, constituents and accrediting agency to provide a process by which students may lodge complaints in a nonthreatening manner, free from retaliation of any kind whatsoever.

### What is a student complaint?

A student complaint ranges from an experience with, or treatment by, a University employee to a matter relating to academic or non-academic areas not addressed in college and school handbooks or University policies and procedures. There are two types of complaints:

- Academic: College/School-related, Library/IDS, Career Education Center, University Academic Services issues or any other academic matter.
- Non-academic: Student Services (issues with Admissions, Financial Aid, Registrar, Student Accounting, International Services, Residence Life or other non-academic departments), Auxiliary Services (bookstores, food services) or issues with Facilities or Public Safety (buildings, parking lots, security of person or property, etc.)

How is a student complaint different from a grievance or appeal?

The student complaint site is not intended to address student academic grievance and appeal issues. Students interested in submitting a grievance or appeal should follow the procedures in the applicable catalog or student handbook for such issues. This site is also not intended for sexual harassment, Title IX, sexual misconduct or violence or any other type of discrimination claims.

### **Key documents and sites for specific complaints:**

- Accredited Program Related Complaints: For complaints related to professional programs, contact the specific accrediting agency. Programs and specific accrediting agency information can be found [here](#).
- [Policy Prohibiting Sex and Gender-based Discrimination \(PDF\)](#)
- Title IX - Detroit Campus [Title IX Investigation and Resolution Procedure \(PDF\)](#)
- Title IX - Grand Rapids Site [Aquinas College Sexual Assault Policy \(PDF\)](#)
- Report sex or gender-based discrimination, please [click here](#).
- Tuition Variance: This site is also not intended for issues that need to be submitted to the Tuition Variance Committee. Those issues need to go to the committee through the Student Accounting Office. The form for Petition for Variance can be found [here](#).  
Whistleblower Policy, please [click here](#).

### **Steps to file a student complaint**

[Detroit Mercy Complaint Policy](#)

[Aquinas College Complaint Policy](#)

Prior to utilizing the University Student Complaint Policy provided in the link, follow your College informal complaint resolution policy.

### **Informal Complaint Resolution:**

Students are encouraged to seek an informal resolution of the matter directly with the faculty or appropriate college/school administrator or specific individual(s) involved when possible. Detroit Mercy schools and colleges have policies and processes for specific categories of complaints.

For matters where a resolution is not feasible, a [Student Complaint Form can be submitted online here](#). This site will help guide you through Detroit Mercy's procedures for submission of complaints.

### **When submitting a complaint:**

- Describe your specific complaint and what occurred. Identify the names of all individuals involved.
- Include date, time and location of the incident that resulted in a complaint.
- Attach documentation to support the complaint.

## **Title IX**

[Detroit Mercy Title IX](#)

[Aquinas Title IX](#)

Detroit Mercy is committed to fostering a safe, productive learning environment. Detroit Mercy's Title IX policy prohibits sex and gender-based discrimination including sexual or gender-based harassment, sexual exploitation, sexual assault, intimate partner violence/dating violence, stalking, cyberstalking, and retaliation.

If you have encountered any form of sexual misconduct (e.g. sexual assault, sexual harassment, stalking, domestic or dating violence), you are encouraged to report this to the Title IX coordinator.

## **Detroit Campus**

Marjorie Lang, JD, MA, LLPC  
Title IX Coordinator and Equity and Compliance Specialist  
[langma@udmercy.edu](mailto:langma@udmercy.edu)  
313.993.1802  
McNichols campus, Fisher Administrative Center, 5th floor

## **Grand Rapids Site**

Dr. Liza Hetzel  
Associate Vice President for Student Affairs  
[matzkbri@aquinas.edu](mailto:matzkbri@aquinas.edu)  
616.632.2439

If you speak with a faculty member, staff member or administrator about an incident, that individual must notify the Title IX coordinator. The Title IX coordinator is available to assist you in understanding all of your options and in connecting you with all possible resources on and off campus.

## **Part IV - Clinical Policies and Competencies**

### **Social Media and Electronic Devices - McAuley School of Nursing**

Students in clinical agencies are expected to follow all clinical agency policies regarding the use of technology. This includes all tools, computers, online platforms or software. Students are expected to adhere to the social media principles established by the American Nurses Association, which can be found at <https://www.nursingworld.org/social/>. All MSON students should keep the following in mind:

#### **Photographs/Videos**

No pictures or videos of any kind will be taken in the clinical area or on a campus/site clinical experience (i.e. skills lab/simulation lab).

#### **Agency computers**

Cannot be used for any personal business

#### **Electronic devices (cell phones, tablets, etc.)**

Are not allowed within any clinical facility; this includes community clinical sites. If the clinical instructor finds a student with an electronic device during clinical hours the following consequence will occur:

**Penalty** - can be up to and including dismissal (See Professional Conduct).

#### **Identifiable Information**

Students should never post or discuss any information about patients, families or clinical agencies on social media platforms (or verbally convey such information outside clinical course or classroom).

## Clinical Participation Calculation

A ratio of 3:1 is used for calculation of clinical/practicum course time. For example, three (3) credits of practicum require nine (9) hours of clinical time/week, excluding evaluation. These times have been approved by the Michigan Board of Nursing and are required of all students. Students are **assigned** to a variety of clinical areas and instructors which may include on campus/site clinical experiences. A clinical instructor will be identified at each site as the person responsible for your supervision. It is your responsibility to have your clinical instructor's name and contact information. Students must complete all agency orientation requirements.

## Clinical Participation Requirements

The ability to participate in clinical rotations requires that students meet several conditions. First, they must meet and continue to meet the technical standards for the baccalaureate program. In addition, all students must successfully complete a criminal background check, which includes a urine drug screen. Students must have evidence of CPR certification and meet all health requirements related to preventable disease.

## Technical Standards for Nursing

[https://healthprofessions.udmercy.edu/files/pdf/Health\\_Record\\_Form.pdf](https://healthprofessions.udmercy.edu/files/pdf/Health_Record_Form.pdf)

Click on the above link for the full Technical Standards verbiage.

A candidate for the College of Health Professions must have the abilities and skills in six categories: observation, communication, motor, intellectual, stamina, and behavioral/social. Reasonable accommodation for persons with documented disabilities will be considered on an individual basis, but a candidate must be able to perform in an independent manner.

## ACEMAPP

[www.acemapp.org](http://www.acemapp.org)

The MSON utilizes the ACEMAPP (Alliance for Clinical Education Matching and Placement Program). ACEMAPP is a secure, online, clinical rotation matching, student onboarding, and document storage solution for clinical sites, schools and consortia. ACEMAPP is a system to certify educational and healthcare institutions that students have completed certain requirements prior to the start of their clinical placement. This is a web-based online learning system and provides the vehicle for centralized record keeping of the HIPAA, OSHA, and Blood Borne Pathogens requirements that the health systems require. ACEMAPP System is also a centralized record keeping system for the student's demographic information and student's immunization, CPR, and TB results.

Students will be required to register and pay for the ACEMAPP System once a year. All students are required to continually update the program on changes in their health status (including medications) which may impact vigilance, alertness, or patient safety.

An email will be sent to students via their Detroit Mercy email account which will enable a student to register and complete the mandatory exams.

Incoming prelicensure nursing students entering their first semester of the nursing curriculum will upload mandatory requirements that are outlined in the *Detroit Mercy/MSON Student Clinical Checklist* to the ACEMAPP website. Students who are not compliant will be administratively withdrawn from clinical courses by the Office of the Dean or the Dean's appointed delegate.

All students who have mandatory requirements expire during a semester must upload updated documents to ACEMAPP before the expiration of the mandatory requirement. Failure to do so will result

in immediate removal from the current nursing clinical course. This will be considered the one (1) absence for the clinical course and if a student has another absence in the clinical course they will be administratively withdrawn from the clinical nursing courses by the Office of the Dean or the Dean's appointed delegate. The student will be required to make up the clinical hours missed with the one (1) absence per the clinical absence policy.

## Latex Policy

[http://healthprofessions.udmercy.edu/files/pdf/Latex\\_Policy.pdf](http://healthprofessions.udmercy.edu/files/pdf/Latex_Policy.pdf)

Latex allergy sensitivity is a concern for health care professionals. University of Detroit Mercy, College of Health Professions (CHP) is unable to provide a latex-free environment to learners in either the clinical practice laboratories on campus or clinical placement sites off campus. Applicants who have a known latex allergy/sensitivity are encouraged to consult their personal health care provider prior to entering a health care profession.

Latex products are common in the medical environment. Our facility in the College of Health Professions has an open clinic design. Therefore, an individual with latex allergy/sensitivity wearing alternative vinyl or nitrile gloves is still exposed to latex residue of others working in the area or to latex present in the equipment, models or manikins. **No additional accommodations for latex allergy are available.**

Latex sensitivity and latex allergy are conditions that require accommodation under the Americans with Disabilities Act. Students must make an appointment with the Director of University Academic Services/Disability Support Services each term via e-mail or phone (313.578.0310). The Disability Support Services office notifies the course faculty of record of necessary disability accommodations. Due to the potential for a medical emergency, and in the event that a student discloses the latex sensitivity/allergy to a CHP instructor prior to contact with Disability Support Services, the CHP instructor must remove the student from the setting/situation and immediately refer the student to Disability Support Services.

## Criminal Background Checks - College of Health Professions

Michigan Public Act 303 of 2002 requires that any individual who regularly provides direct services to patients or residents of nursing homes, county medical care facilities, hospital long-term care units, homes for the aged and adult foster care homes must submit to a criminal background check to obtain and maintain clinical privileges. Additionally, many clinical sites affiliated with the University for educational purposes have adopted this requirement. The clinical programs of University of Detroit Mercy's College of Health Professions (CHP) require students to participate in the care of patients in various health care settings. Students in the clinical programs are, therefore, subject to this legislation. A student's past criminal history may affect his/her admission to a program, limit or disallow the number of suitable practice placement sites and/or affect ability to obtain licensure as a registered health care provider.

Students must report past arrests during the background check, whether convicted or under charge. Once enrolled, students are required to report events (within 48 hours) to the Compliance Officer that might impact their ability to obtain a Michigan RN license. Students may be suspended if the events have implications for patient safety or their ability to continue to deliver professional nursing care. Failure to notify the Compliance Officer will result in disciplinary action up to and including dismissal, regardless if convicted or not.

[https://healthprofessions.udmercy.edu/files/pdf/Criminal\\_Background\\_Check\\_Policy\\_Procedure.pdf](https://healthprofessions.udmercy.edu/files/pdf/Criminal_Background_Check_Policy_Procedure.pdf)



## Drug Screening - College of Health Professions

The purpose of this policy is to provide a safe working and learning environment for patients, students, clinical and institutional staff and property in the clinical programs of University of Detroit Mercy's College of Health Professions (CHP). Healthcare accreditation organizations mandate that hospitals and other health care agencies require students who participate in the care of patients be subject to the same standards as their employees. Accordingly, submitting a negative urine drug screen is a condition for participation in the clinical component of the undergraduate nursing program.

Students are responsible for reading the instructions for the criminal background check and urine drug screen. The policy and procedure for the criminal background check and urine drug screen are available on the program website and can be accessed online at <https://healthprofessions.udmercy.edu/about/pph.php>.

## Vaccine and Other Preventable Diseases - Student Health

Health care personnel (HCP) are at significant risk for acquiring or transmitting influenza, hepatitis B, measles, mumps and rubella and varicella and are vaccine preventable. The MSON requires all incoming students to demonstrate immunity to or vaccination for these diseases. **The MSON and our clinical partners reserve the right to withdraw a student who does not demonstrate compliance with vaccine and other health requirements. Students with a documented allergy or adverse event are responsible for providing the appropriate documentation to the clinical agency for review. The clinical agency may or may not allow the student to participate in clinical activities at their site. In the event a student fails to submit proper documentation by the specified date, a registration hold may be placed on the account of or the student may be withdrawn from the clinical course and not allowed to progress.** (See Clinical Requirement/Delinquency Policy below)

The following summarizes the health requirements related to vaccine-preventable disease and nosocomial infection:

### Measles, mumps, rubella and varicella

The MSON requires that each student ensure that they are immune to the usual childhood illnesses; particularly measles (rubeola), mumps and rubella as well as varicella.

### Tetanus and Diphtheria

Healthcare workers under 65 who have direct patient contact in hospitals or clinics must get a dose of Tdap. **There is no minimum interval for tetanus.** All adults must get a booster dose of Td every 10 years.

### Hepatitis B

The MSON policy on Hepatitis B is consistent with the current CDC guidelines. All students have at least begun the Hepatitis B vaccination prior to the beginning of the program. Post vaccination testing for antibody to Hepatitis B surface antigen (Anti-HBs) response is required, and should be done 1-2 months following the last dose. If the student has documentation that he or she received the Hepatitis B vaccine in the past, but did not have post vaccination testing for the presence of anti-HBs response, that student does not need to show proof of immunity. If the student chooses not to obtain the Hepatitis B vaccination and proof of immunity, a signed declination must be received prior to the beginning of training. Students who are known to be Hepatitis B Virus-infected are subject to the CDC guidelines for the management of Hepatitis B-Virus infected health-care providers and students (accessed at [http://www.cdc.gov/mmwr/preview/mmwrhtml/rr6103a1.htm?s\\_cid=rr6103a1\\_e](http://www.cdc.gov/mmwr/preview/mmwrhtml/rr6103a1.htm?s_cid=rr6103a1_e)).

### Tuberculosis Status

Students must have documentation of current TB status, and will be annually required to update this screening. More frequent screening may be required by some clinical sites where exposure is more

likely. Students may be required to obtain X-ray examinations every three (3) years if medically indicated.

### **Influenza**

As of January 2007, the Joint Commission on Accreditation of Healthcare Organizations issued a standard for accredited organizations requiring influenza vaccine for their staff, volunteers, and licensed independent practitioners who have patient contact. All students must receive annual influenza vaccine by **October 15th of each year**.

## **Clinical Requirement/Delinquency Policy**

### **Purpose**

Detroit Mercy's undergraduate nursing program requires student nurses to participate in clinical rotations with hospitals and other healthcare facilities (Clinics) in order to meet academic requirements. The Clinics with which Detroit Mercy is affiliated for that purpose have specific requirements that must be met before a clinical group or cohort of nursing students can participate at Clinic sites. The handbook sets forth the requirements which include but are not limited to immunizations, assessments, drug testing, background checks, and any other site-specific documentation (clinical requirements). Detroit Mercy must give prior notice before the start of a clinical rotation and submit clinical requirements in a timely fashion to allow for processing of badges, computer access set up, etc. If one student in a clinical group does not meet the required deadline due dates\*\*, it prevents the entire clinical group to be appropriately processed. Additionally, the Clinic will not accept a clinical group until **ALL** students are compliant with their clinical requirements.

### **Compliance Policy**

For a student to be considered in full compliance, all clinical requirements, with the exception of the flu vaccine (flu vaccine policy explained below), must be valid throughout the entire academic year. None of the clinical requirements, such as CPR, TB, and TDAP, can expire during the upcoming semester in which the student will be attending clinical.

\*\*Due dates for the semesters are as follows:

Fall: all clinical requirements must be submitted by July 1<sup>st</sup>

Winter: all clinical requirements must be submitted by December 1<sup>st</sup>

Flu vaccine: must be submitted by October 15<sup>th</sup>

### **Delinquency Consequence**

If clinical requirements are not met by the deadline date as stated above each semester, students are subject to one or more fines:

<b>After Fall July 1 deadline:</b>	<b>\$250.00</b> initial fine
<b>After Winter December 1 deadline:</b>	<b>\$250.00</b> initial fine
<b>After Flu Vaccine October 15 deadline:</b>	<b>\$250.00</b> initial fine
<b>Every seven days' delinquent thereafter:</b>	<b>\$100.00</b>
<b>Noncompliant for Flu Vaccine after Nov 1:</b>	<b>clinical participation suspended for term</b>
<b>Noncompliant for other documentation:</b>	<b>clinical orientation and participation suspended</b>

The compliance officer responsible for monitoring submission of appropriate documentation from all students is Jaclyn Burke. This individual will be in contact through Detroit Mercy email with individual students who fail to submit appropriate documentation.

Detroit Mercy is closed between Christmas Eve and New Year's Day; therefore, the compliance officer will not be checking compliance with clinical requirements during this time. The **every seven day** \$100.00 fines will be suspended during this time. If the student is still delinquent upon return from break, a \$100.00 fine will be **given every seven days** as stated above.

## OSHA

The Program and the University observe and enforce all applicable OSHA standards for blood borne pathogens. The Detroit Mercy College of Health Professions requires annual education regarding these pathogens and the risks of exposure. The Program utilizes only those clinical training sites which comply with OSHA standards for availability of protective equipment against exposure; the University reserves the right to limit or curtail a student's clinical opportunities if proof of completion of the annual education on blood borne pathogens is not available, and required records of students' health is not submitted and/or maintained. The ACEMAPP system provides the web-based educational program for OSHA standards and blood borne pathogens.

## CPR/Basic Life Support Requirements

Prior to the start of clinical rotations, all students are required to present evidence of current certification for cardiopulmonary resuscitation (CPR), Healthcare Provider Course. The certification card must indicate you completed the **Healthcare Provider Course**. If the American Red Cross issues the card; it must indicate you completed the CPR for the **Professional Rescuer**. **CPR certification must be current for the entire year in which the student is on clinical rotation.**

CPR courses are available through several agencies, including the American Red Cross and The American Heart Association. In addition, some local hospitals may permit students to enroll in the CPR classes offered through their staff development departments. Certification either on campus or through another provider is at the expense of the student.

## Liability Insurance

All students, including registered nurse students, are covered by professional liability insurance through University of Detroit Mercy while they are enrolled in clinical nursing courses. The student nurse is covered by University of Detroit Mercy malpractice insurance **only** in clinical practicum that are a part of the educational program of the MSON.

## Professional Decorum

The nursing student is a representative of the nursing profession and University of Detroit Mercy. The maintenance of a professional appearance and demeanor facilitates the acceptance of the profession and the individual by patients and other health professionals. It is expected that students will assume responsibility for observing the guidelines on professional attire and demeanor.

## Dress and Appearance

Nursing students serve as role models of the professional nurse. Deviations from accepted professional norms in appearance and behavior are detrimental to maintaining the professional standards that are expected by patients, clients and colleagues. Faculty working in specific clinical sites will notify students of any special agency guidelines related to uniforms or professional dress. If a student's appearance and dress deviates from this written policy, the student will be sent home from clinical and this will constitute a clinical absence.

## Equipment Required for Clinical Practicum

- Watch with second hand
- Bandage scissors/trauma sheers
- Double Bell Stethoscope
- Pen with permanent black ink
- Pen light
- Pocket calculator
- White, full-length (mid-thigh to knee-length), long sleeved lab coat
- Official McAuley School of Nursing Student patch, purchased at the Grand Rapids MSON Office, or Detroit Mercy Bookstore stitched to the left breast pocket of the lab coat
- Official Detroit Mercy name badge

<b>McAuley School of Nursing Uniform Code for Simulation, Lab and Clinical Areas</b>	
<b>Clothing</b>	<ul style="list-style-type: none"> <li>• White scrub top and royal blue scrub pants. The white top may have pockets at the waist line. The uniform must be clean and wrinkle-free with modest undergarments. It should not be formfitting or revealing. White T-shirts are <b>NOT</b> acceptable. Garments worn under the uniform may not have logos, colors, or patterns visible.</li> <li>• When it is necessary to wear a sweater, it should be white or navy blue. It should be removed when performing care.</li> </ul>
<b>Socks/Shoes</b>	<ul style="list-style-type: none"> <li>• Crew cut or knee length white socks and white closed heel and closed toe shoes. Athletic shoes are acceptable if they are completely white.</li> </ul>
<b>Identification</b>	<ul style="list-style-type: none"> <li>• Official Detroit Mercy student identification name tag and University of Detroit Mercy patch on scrub top 1” above the left breast area if no pocket exists or at the top portion of the left breast pocket; and lab coat 1” above the left breast area if no pocket exists or at the top portion of the left breast pocket.</li> </ul>
<b>Hair/Nails</b>	<ul style="list-style-type: none"> <li>• Hair must be off the shoulder, neat, and in a conservative, professional style of a <b>natural</b> hair color, with no adornments.</li> <li>• Head bands if worn will be either solid white, blue, or congruent with hair color. No lace. Hijabs can be any solid color.</li> <li>• Male students should be either cleanly shaven or have neatly trimmed beards.</li> <li>• Nails should be clean and trimmed to no more than 1/4” long without adornment or polish. Artificial nails are not allowed.</li> </ul>
<b>Appearance</b>	<ul style="list-style-type: none"> <li>• Jewelry is limited to a wristwatch, wedding band, and one pair of small post earrings in ear lobe.</li> <li>• <b>A student may not present for a clinical lab or a clinical practicum with any other body piercings, tongue rings, or tattoos that are visible (even through clothing) at any time.</b></li> </ul>

## **McAuley School of Nursing Uniform Code for Community or Psychiatric clinical courses; or other clinical sites where the MSON uniform not required or allowed.**

Business attire will be required for all rotations where the MSON uniform is not required or allowed.

### **This will involve the wearing of:**

- Black colored knee length skirts or slacks with a waistline; secured at the waistline with a belt if needed (no low-rise, baggy or form-fitting garments, jeans or yoga pants).
- Blue Detroit Mercy Polo Top with Detroit Mercy logo on left side of the chest. Top will be ordered from designated vendor.
- Closed heel and closed toe brown or black shoes must be worn with crew or knee length socks or hose. Heels should not exceed two (2) inches.
- Jewelry is limited to a wristwatch, wedding band, and one pair of small post earrings in ear lobe.
- University of Detroit Mercy Identification Badge.
- A student may not present for a clinical lab or a clinical practicum with any other body piercings, tongue rings, or tattoos that are visible (even through clothing) at any time.

### **The following clothing is not acceptable:**

- Off the shoulder or spaghetti strapped tops
- Sheer tops
- Bare shoulders, cleavage, or torso/midriff exposed

**If a student presents to Simulation lab, NUR 2200, NUR 2520 or clinical practicum not in the appropriate uniform, the instructor is to send the student home immediately and contact the Clinical Education Manager. This will account for an absence.** (Approved by MSON Full Assembly April 2017)

## **Tardiness and Promptness**

It is expected that students will arrive to clinical on time and prepared for the day. Anything beyond the established starting time set down by the clinical instructor is considered tardy. Clinical instructors have the discretion to consider the impact of severe weather conditions or unusual traffic situations when implementing this policy. A pattern of tardiness and promptness is reflected under the profession objective and can result in failure to meet course expectations. Students must notify the clinical instructor one (1) hour prior to the start time of the course of an impending absence.

## **Clinical Absence**

Each nursing clinical course has a prescribed number of contact hours. It is expected that students will complete all nursing clinical course hours. Certification to the MBON for the NCLEX requires the MSON to verify that students have met the prescribed hours. Absences can prevent students from meeting course objectives and jeopardize their success in the course. Nursing clinical absences are non-acceptable. Athletes must communicate their schedule to the Assistant Dean in advance so arrangements may be made. Students must notify the clinical instructor one (1) hour prior to the start time of the course of an impending absence. Students who miss more than one (1) day of clinical of any clinical nursing course, will be administratively withdrawn from the clinical course. Students who miss a day of clinical must make up all hours. Failure to do so will result in a failing grade for the clinical course. Clinical instructors document and report all student absences to [clinical\\_absence@udmercy.edu](mailto:clinical_absence@udmercy.edu). The absence will be placed on the clinical evaluation tool. Students who show a pattern of repeated absences across several clinical courses will be required to meet with

MSON administration to determine status in the MSON. If a student is sent home by the instructor, for any reason, it will count as a clinical absence.

## **Clinical Incidents**

Any injuries or illnesses incurred during clinical time requires completion of the affiliated agency documentation and must be reported to Clinical Education Manager (CMIT).

## **Lab Absence (Health Assessment & Skills Courses)**

Each nursing lab course has a prescribed number of contact hours. It is expected that students will complete all lab course hours. Certification to the MBON for the NCLEX requires the MSON to verify that students have met the prescribed hours. Absences can prevent students from meeting course objectives and jeopardize their success in the course. Lab absences are non-acceptable. Athletes must communicate their schedule to the Assistant Dean in advance so arrangements may be made. Students must notify the Course Instructor one (1) hour prior to the start time of the course of an impending absence and log the absence at [clinical\\_absence@udmercy.edu](mailto:clinical_absence@udmercy.edu).

Students who are absent from Health Assessment or Skills Lab are responsible to view any available lab videos and must schedule with the Course Faculty a time to perform the physical assessment or skills that were not completed. The student will NOT receive any of the assigned points for the missed assignments that were done on the day the student did not attend.

## **Cancellation of Clinical Classes**

The official cancellation of clinical occurs with University communication. In the case of clinical faculty absence, notification and potential clinical make-up will be communicated by the Clinical Education Manager (CMIT).

## **Campus/Site Closure Policies**

### **Detroit Campus**

<https://www.udmercy.edu/life/public-safety/closing.php>

### **Grand Rapids Site**

AQ C.A.R.E.S. at <https://appadvice.com/app/aq-c-a-r-e-s/1437562172>

## **Emergency & Safety Alerts**

Students are encouraged to sign up:

### **Detroit Campus**

RAVE at <https://www.udmercy.edu/life/public-safety/rave.php>

### **Grand Rapids Site**

AQ C.A.R.E.S. at <https://appadvice.com/app/aq-c-a-r-e-s/1437562172>

## **Break/Lunch Periods During Clinical Courses**

For every 8-hour shift, nursing students will take a 45-minute break. It is recommended that students take this in the form of one 15-minute break and one 30-minute lunch break or a 45-minute lunch break. Thirty minutes of the break is not counted towards clinical time.

For every 12-hour shift, nursing students will take a one (1) hour break. It is recommended that students take two (2) 15 minute breaks (am and pm) and one (1) 30-minute lunch break or one (1) 15-minute break (am or pm) and a 45-minute lunch break. Thirty minutes of the break is not counted towards clinical time. **Breaks may be adjusted to times that correspond to the needs of the unit/environment.**

## **Length of Time Between Working and Clinical Courses**

If working, at least six (6) hours between work and clinical is needed to minimize fatigue and improve patient safety. Failure to follow this policy will result in immediate dismissal from the clinical site as a marked absence and possible failure in the course or dismissal from the program.

## **Part V - General Information - Detroit Mercy and MSON**

### **Academic Advising**

The McAuley School of Nursing recognizes that the need for guidance continues throughout the learning process. The Assistant Dean or designee assigns faculty advisors. At the beginning of each academic year, a list of students and their advisors will be compiled and made available for students. Academic advising in the McAuley School of Nursing is a **shared** responsibility between students and faculty members. **You must obtain the proper signatures as indicated on the change in registration form.**

### **Evaluations - Course and Faculty**

University of Detroit Mercy provides a secure, anonymous and easy to use resource for submitting your faculty/course evaluations. Faculty/course evaluations are used to gather information, which aids faculty in improving courses and the curriculum. Evaluation of faculty and their courses is a part of the overall faculty evaluation and accreditation processes.

The tool is anonymous; there is no method by which your evaluation can be linked back to you. A student will sign into the system using their TitanPass login. CHP Faculty/Course evaluations for the standard 15-week course sections may be completed during the week before final exams to the end of final exam week (from Monday, at 12:00 am - Sunday, at 11:59 pm).

## **University Health**

### **Health Care Services Cost**

All students are required to carry health insurance coverage for the duration of the program experience. Students assume responsibility for their own medical care. Information and pricing regarding a basic injury and illness insurance plan is available at <http://www.collegiateinsuranceresources.com/sip/index.asp?assnID=840>.

In their capacity as students, students cannot access employee health care services free of charge at program clinical sites. Limited services are available through the Student Health Service. <https://www.udmercy.edu/life/health/clinic.php>

Students are responsible for any health care costs, even those that arise from clinical or laboratory assignments. The University assumes no responsibility for a student's medical care.  
(Approved by CHP Faculty May, 2013)

### **Student Health Center - Detroit Campus**

Nurse practitioners and physician assistants are available for consultation and treatment for some health problems in the Detroit Mercy Student Health Center on the McNichols Campus 313.993.1185. The Detroit Mercy Student Health Center is affiliated with Providence Health System for physician coverage/supervision. Students seeking general medical attention also have the option of care at several Metro-Detroit outpatient clinics and hospitals. Students are required to avail themselves of health insurance either individually or through their families.

### **Counseling, Health & Wellness Center - Grand Rapids Site**

<https://www.aquinas.edu/resources/student-resources/counseling-health-wellness/health-center>

Located in the Wege Student Center, lower level. Scheduled appointments are preferred, but walk-ins will be seen based on availability of provider. Call 616.632.2969 to make an appointment.

## **Counseling Services**

### **Personal Counseling**

Available to all students. Information on this service can be found at <https://www.udmercy.edu/life/health/counseling.php>.

### **Psychology Clinic - University of Detroit Mercy**

Students can be seen by advanced graduate students and faculty on a sliding scale, fee-for service basis. This clinic has convenient hours including evening appointments, call 313.578-0570.

More information can be accessed at

<http://liberalarts.udmercy.edu/programs/depts/psychology/clinic/index.htm>.

### **Counseling - Grand Rapids Site**

Located in the Donnelly Center, lower level. Hours are Monday through Friday, 9am-5pm.

More information can be accessed at <http://www.aquinas.edu/ccs/>.

## **Student Representation in Governance**

Students can have a responsible voice in their curriculum and the institutional policies through membership on the standing committees in the McAuley School of Nursing.

## **General Information for Students**

### **Faculty Information - Detroit Campus**

Faculty offices are in the College of Health Professions building on the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> floors. A directory is in the lobby with updated information. All faculty phone numbers and email addresses can be found at <http://it.udmercy.edu/EmployeePhoneDirectory.htm>.

### **Faculty Information - Grand Rapids Site**

All faculty phone numbers and email addresses can be found at <http://it.udmercy.edu/EmployeePhoneDirectory.htm>.



## **Student Communication**

All are assigned a Detroit Mercy email through TitanPass. Your Detroit Mercy email address is used for all University communication. It is the student's responsibility to regularly access their email account for all information and announcements. The MSON also maintains a blackboard site (Detroit Campus: MSON Student Council and Grand Rapids Site: Student Nurse Association) for students, which include important information regarding policies, procedures, announcements, and scholarship opportunities.

## **Course Sites**

All courses students are enrolled in are placed on the Blackboard platform <https://blackboard.udmercy.edu/>. Students can access syllabi, course information and handouts on the course site.

## **Undergraduate Nursing Handbooks and Other Documents - CHP and MSON**

All CHP and MSON handbooks and policies can be accessed online at <https://healthprofessions.udmercy.edu/about/pph.php>

## **Student Handbook - Detroit Mercy**

Detroit Mercy Student Handbook may be found online at <https://www.udmercy.edu/life/policies/index.php>. The Handbook includes a complete directory listing and contact numbers of all services at Detroit Mercy.

## **TitanPass - Detroit Mercy Enterprise System**

Detroit Mercy TitanPass portal is the secure personalized site where all students, faculty and administration may access all available online services through one computer account. The portal is available 24 hours a day—everyday. It is the responsibility of the student to make any necessary changes to their address, phone number or other personal information through this system. More information about TitanPass services and how to access can be found at <https://www.udmercy.edu/about/its/access/files/registration.pdf>.

## **Student Clubs and Organizations**

### **Detroit Campus**

Visit <http://www.udmercy.edu/life/groups/index.php> for a complete listing of student organizations and leadership opportunities.

### **Grand Rapids Site**

Visit <https://www.aquinas.edu/campus-life> for more information.

## **Student Services and Resources for Learning**

(Grand Rapids Site)

A complete listing of student services and resources can be found online at <http://www.aquinas.edu/aac/>.

## Undergraduate Catalog

### Detroit Campus

Available at [www.udmercy.edu](http://www.udmercy.edu) or can be accessed directly at <http://www.udmercy.edu/catalog/>.

### Grand Rapids Site

Available at <http://www.aquinas.edu/registrar/>.

## Nursing Organizations

### Student Nurse Association (SNA)

As a nursing student, you can become involved in your local and national Student Nurse Association and have your voice heard at the school, state, and national levels of the association.

This is an opportunity to influence how you will practice nursing in the future and to learn professionalism. Benefits include *Imprint*, NSNA's official magazine, reduced fees on NCLEX Review, scholarship opportunities and much more.

One student (volunteer) representative from each class is needed. See your SNA Blackboard site for more information on the organization, officer duties, and meeting times. Get involved!

### Sigma Theta Tau International

[www.sigmanursing.org](http://www.sigmanursing.org)

Sigma Theta Tau International is the Honor Society of Nursing with Lambda Zeta being the local chapter at University of Detroit Mercy. Sigma Theta Tau International is a member of the America College of Honor Societies whose purposes are to:

- Recognize superior achievement
- Recognize the development of leadership qualities
- Foster high professional standards
- Encourage creative work
- Strengthen commitment to the ideals and purposes of the profession

Sigma Theta Tau International gives recognition to baccalaureate and higher degree prepared nurses and students who have demonstrated high academic achievement. Students are eligible for Sigma Theta Tau International in their junior and senior years. Students must meet eligibility requirements and be in the upper one-third of their class, along with demonstrating leadership qualities. Students interested or with questions should contact the Distinguished Representative.

### Chi Eta Phi

Chi Eta Phi Sorority, Inc. is a professional association for registered professional nurses and student nurses (male and female) representing many cultures and diverse ethnic backgrounds. The purposes of the organization are to: 1) Develop a corps of nursing leaders 2) Encourage the pursuit of continuing education 3) Have a continuous recruitment program for nursing and health professions 4) Stimulate a close and friendly relationship among the members 5) Develop working relationships with other professional groups.

University of Detroit Mercy, McAuley School of Nursing is the home of Lambda Chi Beta Beta Chapter of Chi Eta Phi Sorority, Inc. Membership is by invitation for students in the baccalaureate nursing program. Additional information about the sorority can be obtained from their website <http://www.chietaphi.com/>. Students interested in membership or with questions should contact Dr. Carmon Weekes or Dr. Saran Hollier.

## **Commencement**

Graduation is the point at which ALL degree requirements have been met and the degree is awarded. Degrees are awarded on the last day of each month. It is the responsibility of the College/School office to certify that all degree requirements have been met and the degree information is added to your official transcript in the Office of the Registrar. You can access more information on commencement activities at <http://www.udmercy.edu/commencement/faqs/index.htm#when>.

## **University Honors Convocation**

University Honors Convocation is an annual event that celebrates the academic excellence and leadership of University of Detroit Mercy students. Outstanding McAuley School of Nursing students are eligible for the following awards listed.

### **Martina Kuechle Nursing Scholarship Award**

Awarded to an individual in the traditional, pre-licensure program who demonstrates a dedication to the nursing profession, participates in extracurricular activities, collaborates with a wide variety of individuals, maintains good academic standing and exemplifies Martina Kuechle's propensity to go above and beyond everything she did.

### **Mercy Heritage Scholarship Award**

Awarded to a full-time sophomore, junior or senior student with outstanding academic achievement demonstrating dedication to the nursing profession and service to the community.

### **Academic Excellence Award**

(Detroit Campus and Grand Rapids Site)

Presented to the graduating undergraduate full-time students with the highest GPA.

### **Daisy Award**

The Daisy Award program provides national recognition and appreciation to nursing faculty and students for their commitment and inspirational influences. This award is to recognize clinical excellence in our students and clinical faculty that is congruent with the University's mission.

### **Summative Leadership Award**

Selected by faculty and awarded to the student who exemplifies the mission of the University and the McAuley School of Nursing through excellence in academics, leadership in clinical practice and community service. The awards are named for esteemed leaders in professional nursing education and practice.

#### **Catherine McAuley Award**

(Detroit Campus and Grand Rapids Site)

Awarded to the graduating senior from each class selected by the faculty who demonstrates the most outstanding performance in leadership.

**Sister Margaret Mary Birchmeier, O.P. Award**

(Grand Rapids Site)

Awarded to a senior nursing student selected by faculty who best exemplifies service to the community.

**Sister Theresa Noth Award**

Awarded to a Second Degree Option nursing student nominated by their peers. These future nurses choose a colleague that best exemplifies qualities Sister Theresa North was known for - professionalism, caring, selflessness and leadership.

**Trinity Award**

(Grand Rapids Site)

Presented to a nursing student who demonstrates the values of University of Detroit Mercy, Aquinas College and Saint Mary's Health Care. This award is presented each spring at the Poje Banquet.

## **Part VI - Nursing Program Plans**

### **Appendix A**

Traditional BSN program - Detroit

Traditional BSN program - Grand Rapids

### **Appendix B**

Part-Time BSN program

### **Appendix C**

Second Degree Option (SDO) program

### **Appendix D**

RN to BSN Completion program

**Appendix A**  
**Traditional BSN Program - Detroit**



First Year		Second Year					
Term I: 16 credits		Term II: 13 credits		Term I: 16 credits		Term II: 17 credits	
BIO 2300 Principles of Human Anatomy & Physiology I (C1)	3 cr	BIO 2320 Principles of Human Anatomy & Physiology II	3 cr	BIO 2410/2420 Microbiology & Lab	4 cr	PYC 2500 Lifespan Developmental Psychology (IT1)	3 cr
BIO 2310 Principles of Human Anatomy & Physiology Lab I (C1)	1 cr	BIO 2330 Principles of Human Anatomy & Physiology Lab II	1 cr	NUR 3380 Pathophysiology	4 cr	NUR 2200 Health Assessment & Physical Examination	2 cr
CHM 1040 General, Organic and Biological Chemistry for the Health Sciences	3 cr	SOC 1000 Intro to Sociology (C2)	3 cr	NUR 2100 Intro to Nursing Practice in the Mercy & Jesuit Traditions (IT 4 & 5)	2 cr	NUR 2500 Fundamentals of Nursing Practice (IT2)	3 cr
MTH 1010 Algebra (B1)	3 cr	CST 1010 Speech (A1)	3 cr	BIO 2040 Nutrition	3 cr	NUR 2520 Fundamental Skills Lab	1 cr
ENL 1310 Academic Writing (A2)	3 cr	PHL 1000 Intro to Philosophy (D1)	3 cr	Religious Knowledge (D2)	3 cr	NUR 2540 Fundamentals of Nursing Practicum	2 cr
PYC 1000 Intro to Psychology (C2)	3 cr	NUR 1010 Freshman Success	0 cr			HLH 2550 Population Health & Epidemiology (IT3)	3 cr
NUR 1000 Freshman Success	0 cr					NUR 2120 Nursing Informatics	3 cr
Third Year		Fourth Year					
Term I: 18 credits		Term II: 18 credits		Term I: 16 credits		Term II: 12 credits	
NUR 3100 Mental Health Nursing	3 cr	NUR 3700 Med-Surg Nursing II	3 cr	NUR 4100 Pediatric Nursing	3 cr	NUR 4600 Nursing Leadership	2 cr
NUR 3150 Mental Health Nursing Practicum	2 cr	NUR 3750 Med-Surg Nursing II Practicum	2 cr	NUR 4150 Pediatric Nursing Practicum	2 cr	NUR 4650 Nursing Leadership Immersion	3 cr
NUR 3200 Med-Surg Nursing I	3 cr	NUR 3310 Pharmacology II	2 cr	NUR 4300 Community Health Nursing	3 cr	NUR 4755 Professional Practice from Mercy and Jesuit Traditions (IT6)	3 cr
NUR 3210 Med-Surg Nursing Practicum	2 cr	NUR 3800 Maternal Child Nursing	3 cr	NUR 4350 Community Health Nursing Practicum	2 cr	NUR 4652 Senior Seminar	1 cr
NUR 3300 Pharmacology I	2 cr	NUR 3810 Maternal Child Nursing Practicum	2 cr	NUR 4500 Research and Evidence-Based Practice (IT1)	3 cr	Aesthetic Experience (E3)	3 cr
NUR 4226 Applied Statistics for Nursing	3 cr	ETH 3580 Health Care Ethics (F1)	3 cr	Literary Experience (E2)	3 cr		
Philosophy or Religious Depth (D3)	3 cr	Historical Experience (E1)	3 cr				

Total Credit Hours = 126

Nursing Credit Hours = 63 (theory/didactic = 43, seminar = 1, clinical/practical = 17, lab = 2). Lower Division = 17 credit hours (27%); Upper Division = 46 credit hours (73%)

Traditional BSN Program - Grand Rapids



1000 Level		2000 Level	
Term 1: 16 credits	Term II: 15 credits	Term I: 16 credits	Term II: 16 credits
<b>BY 155</b> Principles of Human Anatomy & Physiology 1 (C1) 3 cr	<b>BY 156</b> Principles of Human Anatomy & Physiology II 3 cr	<b>BY 230</b> Microbiology & Lab 4 cr	<b>PG 380</b> Lifespan Developmental Psychology (IT1) 3 cr
<b>BY 155L</b> Principles of Human Anatomy & Physiology Lab 1 (C1) 1 cr	<b>BY 156L</b> Principles of Human Anatomy & Physiology Lab II 1 cr	<b>NUR 3380</b> Pathophysiology 4 cr	<b>NUR 2120</b> Nursing Informatics 3 cr
<b>CY 140**</b> Introductory Chemistry for the Health Sciences (C1) 3 cr	<b>KN 252</b> Nutrition 3 cr	<b>NUR 2200</b> Health Assessment & Physical Examination 2 cr	<b>NUR 3200</b> Med-Surg Nursing I 3 cr
<b>MS 101</b> Algebra (B1) 3 cr	<b>SY 101</b> Intro to Sociology (C2) 3 cr	<b>NUR 2500</b> Fundamentals of Nursing Practice (IT2) 3 cr	<b>NUR 3210</b> Med-Surg Nursing Practicum 2 cr
<b>GE 101</b> Academic Writing (A2) 3 cr	<b>CN 101</b> Speech (A1) 3 cr	<b>NUR 2520</b> Fundamental Skills Lab 1 cr	<b>NUR 3300</b> Pharmacology I 2 cr
<b>PG 100</b> Intro to Psychology (C2) 3 cr	<b>NUR 1010</b> Freshmen Success 0 cr	<b>NUR 2540</b> Fundamentals of Nursing Practicum 2 cr	<b>HLH 2250</b> Population Health & Epidemiology 3 cr
<b>NUR 1000</b> Freshmen Success 0 cr	<b>NUR 2100</b> Intro to Nursing Practice in the Mercy & Jesuit Traditions (IT4, IT5) 2 cr		
3000 Level		4000 Level	
Term I: 18 credits	Term II: 16 credits	Term I: 16 credits	Term II: 13 credits
<b>PHL 100</b> Intro to Philosophy (D1) 3 cr	<b>NUR 4100</b> Pediatric Nursing 3 cr	<b>NUR 4300</b> Community Health Nursing 3 cr	<b>NUR 4650</b> Nursing Leadership Immersion 3 cr
<b>NUR 3700</b> Med-Surg Nursing II 3 cr	<b>NUR 4150</b> Pediatric Nursing Practicum 2 cr	<b>NUR 4350</b> Community Health Nursing Practicum 2 cr	<b>NUR 4755</b> Professional Practice from Mercy and Jesuit Traditions (IT6) 3 cr
<b>NUR 3750</b> Med-Surg Nursing II Practicum 2 cr	<b>NUR 3800</b> Maternal Child Nursing 3 cr	<b>NUR 4600</b> Nursing Leadership 2 cr	<b>NUR 4652</b> Senior Seminar 1 cr
<b>NUR 3100</b> Mental Health Nursing 3 cr	<b>NUR 3810</b> Maternal Child Nursing Practicum 2 cr	<b>Religious Knowledge (D2)</b> 3 cr	<b>Historical Experience (E1)</b> 3 cr
<b>NUR 3150</b> Mental Health Nursing Practicum 2 cr	<b>NUR 4500</b> Research and Evidence-Based Practice (IT2) 3 cr	<b>PH 244</b> Medical Ethics (F1) 3 cr	<b>Aesthetic Experience (E3)</b> 3 cr
<b>NUR 3310</b> Pharmacology II 2 cr	<b>Philosophy or Religious Depth (D3)</b> 3 cr	<b>Literary Experience (E2)</b> 3 cr	
<b>MS 151</b> Statistics (B2) 3 cr			

Total Credit Hours = 126

\*\*Please note - This course is in development, There is no number of title established yet, It is also not confirmed if it will be offered in the first or second semester. Chemistry will be switched with Nutrition if it needs to be in the Winter semester.

Nursing Credit Hours = 63 (theory/didactic = 43, seminar = 1, clinical/practical = 17, lab = 2). Lower Division = 17 credit hours (27%); Upper Division = 46 credit hours (73%)

# Appendix B



## Part-Time BSN Program - Detroit

YEAR 1			YEAR 2		
	Term II (Winter): 9 credits	Term III (Summer): 8 credits	Term I (Fall): 7 credits	Term II (Winter): 7 credits	Term III (Summer): 8 credits
<b>Starting new PT BSN cohort on January 2020 and graduating first cohort in August 2022.</b>	<b>NUR 3380</b> Pathophysiology 4 cr	<b>NUR 2500</b> Fundamentals of Nursing Practice (IT2) 3 cr	<b>NUR 3300</b> Pharmacology I 2 cr	<b>NUR 3310</b> Pharmacology II 2 cr	<b>HLH 2550</b> Population Health & Epidemiology (IT3) 3 cr
	<b>NUR 2100</b> Intro to Nursing Practice in the Mercy & Jesuit Traditions (IT 4 & 5) 2 cr	<b>NUR 2520</b> Nursing Skills Lab 1 cr	<b>NUR 3200</b> Med-Surg Nursing I 3 cr	<b>NUR 3700</b> Med-Surg Nursing II 3 cr	<b>NUR 3100</b> Mental Health Nursing 3 cr
	<b>NUR 4226</b> Applied Statistics for Nursing 3 cr	<b>NUR 2200</b> Health Assessment & Physical Examination 2 cr	<b>NUR 3210</b> Med-Surg Nursing Practicum 2 cr	<b>NUR 3750</b> Med-Surg Nursing II Practicum 2 cr	<b>NUR 3150</b> Mental Health Nursing Practicum 2 cr
		<b>NUR 2540</b> Fundamentals of Nursing Practicum 2 cr			
YEAR 3					
Term I (Fall): 8 credits	Term II (Winter): 10 credits	Term III (Summer): 9 credits			
<b>NUR 4300</b> Community Health Nursing 3 cr	<b>NUR 3800</b> Maternal Child Nursing 3 cr	<b>NUR 4652</b> Senior Seminar 1 cr			
<b>NUR 4350</b> Community Health Nursing Practicum 2 cr	<b>NUR 3810</b> Maternal Child Nursing Practicum 2 cr	<b>NUR 4755</b> Professional Practice from Mercy and Jesuit Traditions (IT6) 3 cr			
<b>NUR 4500</b> Research and Evidence-Based Practice (IT1) 3 cr	<b>NUR 4100</b> Pediatric Nursing 3 cr	<b>NUR 4600</b> Nursing Leadership 2 cr			
	<b>NUR 4150</b> Pediatric Nursing Practicum 2 cr	<b>NUR 4650 or NUR 4701</b> Nursing Leadership Immersion 3 cr			

## Appendix C

### Second Degree Option (SDO) Program Plan

#### Course Sequence 7 Week Terms

Term I-A (11 Credits)		11	Term I-B (9 Credits)		20	Term II-A (8 credits)		28	Term II-B (8 credits)		36
<b>NUR 2100</b> Introduction to Nursing Practice in The Mercy & Jesuit Traditions	2	<b>NUR 2500</b> Fundamentals of Nursing Practice	3	<b>NUR 3200</b> Medical Surgical Nursing I	3	<b>NUR 3700</b> Medical Surgical Nursing II	3				
<b>NUR 2200</b> Health Assessment & Physical Exam	2	<b>NUR 2540</b> Fundamentals of Nursing Practicum	2	<b>NUR 3210</b> Medical Surgical Nursing I Practicum	2	<b>NUR 3750</b> Medical Surgical Nursing II Practicum	2				
<b>NUR 2850</b> Pathopharmacology I	4	<b>NUR 3050</b> Pathopharmacology II	3	<b>NUR 4500</b> Nursing Research & Evidence Based Practice	3	<b>NUR 4601</b> Nursing Leadership	3				
<b>HLH 2550</b> Population Health & Epidemiology	3	<b>NUR 2520</b> Nursing Skills Lab	1								
Term III-A (10 credits)		46	Term III-B (10 credits)		56	Term IV (6 credits)		62			
<b>NUR 3100</b> Mental Health Nursing	3	<b>NUR 4865</b> Health of Women & Families	3	<b>NUR 4701</b> Nursing Leadership Immersion	4						
<b>NUR 3150</b> Mental Health Nursing Practicum	2	<b>NUR 4870</b> Health of Women & Families Practicum	2	<b>NUR 4651</b> Integrative Seminar For Nursing Practice	2						
<b>NUR 4300</b> Community Health Nursing	3	<b>NUR 4875</b> Lifespan Nursing Care of Children & Families	3								
<b>NUR 4350</b> Community Health Nursing Practicum	2	<b>NUR 4880</b> Lifespan Nursing Care of Children Practicum	2								



## Appendix D

### RN to BSN Completion (BSNc) Program Plan

Semester 1 YEAR I	CREDITS	Semester 2 YEAR I	CREDITS
<b>NUR 3251</b> Transitions into Professional Practice in the Mercy and Jesuit Traditions	3	<b>NUR 4500</b> Nursing Research and Evidence Based Practice	3
<b>NUR 3256</b> Leadership in Nursing Practice	3	<b>NUR 2120</b> Nursing Informatics	3
		<b>NUR 4226</b> Applied Statistics for Nursing	3
<b>TOTAL</b>	<b>6</b>	<b>TOTAL</b>	<b>9</b>

Semester 3 YEAR II	CREDITS	Semester 4 YEAR II	CREDITS
<b>HLH 2550</b> Population Health and Epidemiology	3	<b>NUR 4300</b> Community Health Nursing	3
<b>NUR 4241</b> Patient Safety and Quality Improvement in Nursing Practice	3	<b>NUR 4350</b> Community Health Nursing Practicum	2
<b>ETH 3580</b> Health Care Ethics	3	<b>NUR 4246</b> Integration Seminar for BSN Completion	1
<b>TOTAL</b>	<b>9</b>	<b>TOTAL</b>	<b>6</b>

**Grand Total = 126 Hours; 30 hours at Detroit Mercy; 46 hours awarded for RN licensure credit;** the maximum a student may transfer from a community college is 63 credit hours; the total maximum credit hours (RN licensure credit, community college or four-year university) is 96 credit hours. Student must meet supportive core and core requirements in addition to the four-semester plan.

08.09.2016