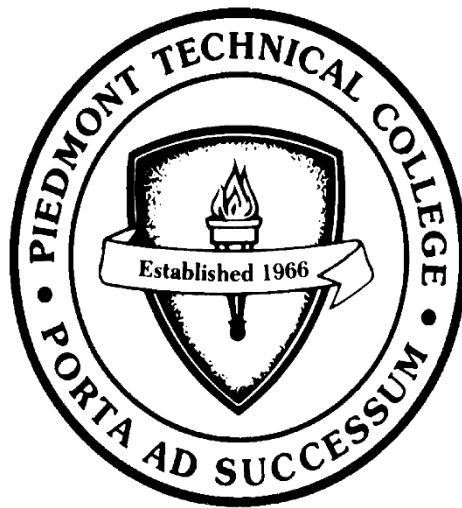


Nursing Student Handbook



Piedmont Technical College

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SECTION I:
Philosophy

Nursing Mission Goals Statement

The purpose of the nursing division at Piedmont Technical College is to meet the unique learning needs of students by providing a quality education. This education prepares graduate nurses to be caring, professional, and self-motivated critical thinkers, who will provide safe, quality care. Upon completion of the designated program, the student will be ready to respond to the changing healthcare demands in a diverse society within the respective scopes of practice.

The Philosophy

The nursing division supports the mission, goals, and general competencies of Piedmont Technical College. The faculty believes they have a responsibility to provide a nursing education that will prepare competent graduates who will provide safe, quality care by:

- Recognizing and meeting the unique learning needs of each student.
- Providing a safe and caring learning environment for students to acquire knowledge and skills to care for all individuals and families across the lifespan.
- Building on a foundation of the sciences and humanities.
- Developing knowledge of the core concepts: patient centered care, teamwork/collaboration, evidenced based practice, quality improvement, safety, and informatics.
- Teaching and facilitating learning of knowledge and skills in caring, critical thinking, communication, cultural diversity, clinical decision-making, professional behaviors and teaching-learning.
- Implementing a curriculum designed so that each level of practice builds on previous knowledge to facilitate nursing education and career opportunities.

The South Carolina Board of Nursing defines the practice of practical nursing as the performance of health care acts that require knowledge, judgment, and skill and must be performed under the supervision of the registered nurse or other health care practitioners authorized by law to supervise licensed practical nurse (LPN) practice. The practice of practical nursing includes, but is not limited to:

- (a) Collecting health care data to assist in planning care of persons;
- (b) Administering and delivering medications and treatments as prescribed by an authorized licensed provider;
- (c) Implementing nursing interventions and tasks;
- (d) Providing basic teaching for health promotion and maintenance;
- (e) Assisting in the evaluation of responses to interventions;

- (f) Providing for the maintenance of safe and effective nursing care rendered directly or indirectly;
- (g) Participating with other health care providers in the planning and delivering of health care;
- (h) Delegating nursing tasks to qualified others;
- (i) Performing additional acts that require special education and training and that are approved by the board including, but not limited to, intravenous therapy and other specific nursing acts and functioning as a charge nurse.

The associate degree registered nurse is prepared to provide nursing care within the scope of practice defined by the South Carolina Board of Nursing. The role of the Associate Degree Registered Nurse (ADN) involves the health care acts in the nursing process including assessment, analysis, intervention and evaluation. This practice requires specialized, independent judgment and skill and is based on knowledge and application of the principles of biophysical and social sciences. The practice of registered nursing includes, but is not limited to:

- (a) Assessing the health status of persons and groups;
- (b) Analyzing the health status of persons and groups;
- (c) Establishing outcomes to meet identified health care needs of persons and groups;
- (d) Prescribing nursing interventions to achieve outcomes;
- (e) Implementing nursing interventions to achieve outcomes;
- (f) Administering and delivering medications and treatments prescribed by an authorized licensed provider;
- (g) Delegating nursing interventions to qualified others;
- (h) Providing for the maintenance of safe and effective nursing care rendered directly or indirectly;
- (i) Providing counseling and teaching for the promotion and maintenance of health;
- (j) Evaluating and revising responses to interventions, as appropriate;
- (k) Teaching and evaluating the practice of nursing;
- (l) Managing and supervising the practice of nursing;
- (m) Collaborating with other health care professionals in the management of health care;
- (n) Participating in or conducting research, or both, to enhance the body of nursing knowledge;
- (o) Consulting to improve the practice of nursing; and
- (p) Performing additional acts that require special education and training and that are approved by the board.

Organizing Framework

The Piedmont Technical College Nursing Division's organizing framework was developed from the college crest emphasizing the commitment and alignment with the college's educational mission, goals, and general competencies. The organizing framework is composed of the six Quality and Safety Education for Nurses (QSEN) major concepts. The curricula reflect the relationship among and between these concepts.

Concepts

Nursing educators have always valued quality and safety, yet changes in nursing practice are requiring new approaches for preparing students to provide safe, quality care.

Recognizing that the organizing framework is the foundation in which the curriculum is built, the faculty developed the curriculum model based upon the six QSEN (Quality and Safety Education for Nurses, 2013) concepts which progress across the nursing curricula.

- Patient Centered Care
 - Recognize the patient or designee as the source of control and full partner in providing compassionate and coordinated care based on respect for patient's preferences, values, and needs.
- Teamwork/Collaboration
 - Function effectively within nursing and inter-professional teams, fostering open communication, mutual respect, and shared decision-making to achieve quality patient care.
- Evidenced Based Practice
 - Integrate best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal health care.
- Quality Improvement
 - Use data to monitor the outcomes of care processes and use improvement methods to design and test/exam changes to continuously improve the quality and safety of health care systems.
- Safety
 - Minimizes risk of harm to patients and providers through both system effectiveness and individual performance.
- Informatics
 - Use information and technology to communicate, manage knowledge, mitigate error, and support decision making.

Piedmont Technical College Institutional Mission

Piedmont Technical College transforms lives and strengthens communities by providing opportunities for intellectual and economic growth.

Practical Nursing Program Student Learning Outcomes:

- Patient centered care
 - Collaborate with others by incorporating sensitivity and respect in demonstrating concepts of patient centered care within culturally diverse populations among individuals, families and communities. (Mission Goal 2)
- Teamwork and collaboration
 - Communicate professionally and function effectively under supervision within nursing and other health care disciplines to achieve quality patient care in response to the needs of individuals and families across the lifespan and the health illness continuum. (Mission Goal 4)
- Evidence based practice
 - Provide interventions based on evidence based practices to improve patient outcomes across all healthcare populations. (Mission Goal 3)
- Quality improvement
 - Collect data and assist in implementing quality improvement measures with ongoing evaluation to ensure patient safety across the healthcare continuum. (Mission Goal 3)
- Safety
 - Assist in creating a safe environment that enhances quality of care for individuals and families within culturally diverse populations. (Mission Goal 2)
- Informatics
 - Use basic technology skills for shared decision making and resolving problems in the delivery of care for individuals and families across the lifespan. (Mission Goal 1 and 5)

Associate Degree Program Student Learning Outcomes:

- Patient centered care
 - Incorporate sensitivity and respect in demonstrating concepts of patient centered care within culturally diverse populations among individuals, families and communities. (Mission Goal 2)
- Teamwork and collaboration
 - Communicate professionally and function effectively within nursing and other health care disciplines to achieve quality patient care in response to the

needs of individuals and families across the lifespan and the health illness continuum. (Mission Goal 4)

- Evidence based practice
 - Integrate evidence based practices to improve patient outcomes across all healthcare populations. (Mission Goal 3)
- Quality improvement
 - Analyze data and implement quality improvement measures with ongoing evaluation to ensure patient safety across the healthcare continuum. (Mission Goal 3)
- Safety
 - Create a safe environment that enhances quality of care for individuals and families within culturally diverse populations. (Mission Goal 2)
- Informatics
 - Integrate appropriate technology for shared decision making and resolving problems in the delivery of care for individuals and families across the lifespan. (Mission Goal 1 and 5)

Nursing Program Outcome Criteria

Piedmont Technical College Nursing programs use the following goals and outcome criteria to measure the quality of its programs.

1. Prepare students to be eligible to apply for the National Certification Licensure Examination.
CRITERIA: 70% of students will successfully complete each course to progress to subsequent courses.
CRITERIA: 85% of those students who successfully complete the program and meet the requirements for writing the NCLEX will pass the exam on the first attempt.

2. Establish recommendations that will assist students in successfully completing the Nursing Program.

CRITERIA: 50% of the students will successfully complete the nursing program within 36 months for associate degree and 24 months for practical nursing program.

3. Prepare students to work in acute/long term care facilities, clinics, physician offices and community based facilities.

CRITERIA: 85% of the graduates who seek employment will be employed within six months to one year of graduation or actively pursuing higher education courses.

4. Meet students' expectations for the Associate Degree in Nursing or Practical Nurse Program.

CRITERIA: 85% of graduates responding to the faculty course evaluation form will rate the course met their expectations.

Nursing students at Piedmont Technical College will abide and follow the American Nurses' Association code of Ethics for Nurses, the National Student Nurses Association Code of Professional Conduct, and The Patient's Bill of Rights.

American Nurses' Association Code of Ethics for Nurses

Provision 1: The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person

Provision 2: The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.

Provision 3: The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.

Provision 4: The nurse has the authority, accountability, and responsibility for nursing practice; makes decisions; takes action consistent with the obligation to promote health and to provide optimal care.

Provision 5: The nurse owes the same duties to self as others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue professional growth.

Provision 6: the nurse, through individual and collective effort, establishes, maintains, and improves ethical environment of work settings and conditions of employment that are conducive to safe, quality healthcare.

Provision 7: The nurse in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.

Provision 8: The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.

Provision 9: the profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

Revised ANA, 2015

National Student Nurses Association, Inc. Code of Professional Conduct

As a member of the National Student Nurses' Association, I pledge myself to:

- Maintain the highest standard of personal and professional conduct.
- Actively promote and encourage the highest level of ethics within nursing education, the profession of nursing, and the student nurses' association.
- Uphold all Bylaws and regulations relating to the student nurses' association at the chapter, state and national levels, reserving the right to criticize rules and laws constructively, but respecting the rules and laws as long as they prevail.
- Strive for excellence in all aspects of decision-making and management at all levels of the student nurses' association.
- Use only legal and ethical principles in all association decisions and activities.
- Ensure the proper use of all association funds.
- Serve all members of the student nurses' association impartially, provide no special privilege to any individual member, and accept no personal compensation from another member or non-member.
- Maintain the confidentiality of privileged information entrusted or known to me by virtue of an elected or appointed position in the association.
- Refuse to engage in, or condone, discrimination on the basis of race, gender, age, citizenship, religion, national origin, sexual orientation, or disability.
- Refrain from any form of cheating or dishonesty, and take action to report dishonorable practices to proper authorities using established channels.
- Always communicate internal and external association statements in a truthful and accurate manner by ensuring that there is integrity in the data and information used by the student nurses' association.
- Cooperate in every reasonable and proper way with association volunteers and staff, and work with them in the advocacy of student rights and responsibilities and the advancement of the profession of nursing.
- Use every opportunity to improve faculty understanding of the role of the student nurses association.
- Use every opportunity to raise awareness of the student nurses' association's mission, purpose, and goals at the school chapter level.
- Promote and encourage entering nursing students to join and become active in NSNA
- Promote and encourage graduating seniors to continue their involvement by joining professional nurses' association upon licensure as registered nurses.

Adopted by the 1999 House of Delegates, Pittsburgh, PA at the 47th Annual NSNA Convention.

Reference: American Society of Association Executives and the National Society for Fundraising Executives.

A Patient's Bill of Rights

1. The patient has the right to considerate and respectful care.
2. The patient has the right to and is encouraged to obtain from physicians and other direct caregivers relevant, current, and understandable information concerning diagnosis, treatment, and prognosis.
3. The patient has the right to make decisions about the plan of care prior to and during the course of treatment and to refuse a recommended treatment or plan of care to the extent permitted by law and hospital policy and to be informed of the medical consequences of this action.
4. The patient has the right to have an advance directive (such as living will, health care proxy, or durable power of attorney for health care) concerning treatment or designating a surrogate decision maker with the expectation that the hospital will honor the intent of that directive to the extent permitted by law and hospital policy.
5. The patient has the right to every consideration of privacy.
6. The patient has the right to expect that all communications and records pertaining to his/her care will be treated as confidential by the hospital, except in cases which as suspected abuse and public health hazards when reporting is permitted or required by law.
7. The patient has the right to review the records pertaining to his/her medical care and to have the information explained or interpreted as necessary, except when restricted by law.
8. The patient has the right to expect that, within its capacity, and policies, a hospital will make reasonable response to the request of a patient for appropriate and medically indicated care and services.
9. The patient has the right to ask and be informed to the existence of business relationships among the hospital, educational institutions, other health care providers, or payers that may influence the patient's treatment and care.
10. The patient has the right to consent to or decline to participate in proposed research studies or human experimentation affecting care and treatment or requiring direct patient involvement, and to have those studies fully explained prior to consent.
11. The patient has the right to expect reasonable continuity of care when appropriate and to be informed by physicians and other caregivers of available and realistic patient care options when hospital care is no longer appropriate.
12. The patient has the right to be informed of hospital policies and practices that relate to patient care, treatment, and responsibilities.

American Hospital Association. (1992). A patient's bill of rights.

SECTION II:

**GENERAL
INFORMATION FOR
ADN AND PN STUDENTS**

Approximate Cost of ADN Program

Please note these are **approximate costs**. Please plan your finances accordingly.

Tuition – Cost is according to county of residence for 5 semesters.

1. Books and supplies - \$3500.00.
2. Clinical Fee - \$25-50 per each semester
3. Malpractice insurance - \$10/per semester
4. Uniforms - \$300.00
5. ATI - \$500.00
6. Graduation Uniform - \$60
7. State Board and Pearson Vue - \$297.00
8. Nursing Pin - \$10.00
9. Student Nurse Association \$50.00/year x 2
10. CastleBranch Document Manager, Drug Test/exam, and Background Record Check System -\$120
11. Physical examination and immunizations - approximately \$400.00 but will vary depending on immunizations needed.
12. Workshops - \$100.00
13. CPR - \$100.00

In addition to fees above, you are responsible for having:

A watch capable of reading seconds, stethoscope, pen light, blood pressure cuff, current CPR, reliable transportation and travel expenses (including meals) to each clinical site.

Approximate Cost of PN Program

Please note these are the **appropriate costs**. Please plan your finances accordingly.

Tuition – Cost is according to county of residence for 3 semesters.

1. Books and supplies - \$3400.00.
2. Clinical Fee - \$25- 50 per semester
3. Malpractice insurance - \$10/per semester
4. Uniforms - \$300.00
5. ATI - \$500.00
6. Graduation Uniform - \$60
7. State Board and Pearson Vue - \$297.00
8. Nursing Pin - \$10.00
9. CastleBranch Document Manager, Drug Test/exam, and Background Record Check System -\$120
10. Physical examination and immunizations - approximately \$400.00 but will vary depending on immunizations needed.
11. Workshops - \$100.00
12. CPR - \$100.00

In addition to fees above, you are responsible for having:

A watch capable of reading seconds, stethoscope, blood pressure cuff, pen light, current CPR, reliable transportation and travel expenses (including meals) to each clinical site.

General Information

Absences Related to Student Nursing Association

Students may attend local, state, or national Student Nurses Association activities or other professional activities approved by faculty in lieu of lecture and/or clinical in nursing classes. Students **must**:

1. Notify course and clinical instructors in writing (or by e-mail) **at least three weeks** prior to the activity.
2. Attend the **entire** activity in order to receive credit for lecture and/or clinical. Verification of attendance of the **entire** activity will be required. For example, the SNA-SC convention, a very popular student activity, begins on Thursday afternoon with the keynote address and ends Saturday night following the banquet. Students opting to receive lecture and/or clinical credit for attending the convention **must** be present from Thursday afternoon through Saturday night. Activities that require attendance include the keynote address, breakout sessions, House of Delegates meetings, PTC's caucus, Jeopardy, the Spirit luncheon (Friday) and the banquet (Saturday night). Students *not* attending convention for lecture and/or clinical credit are encouraged to attend any portion of the convention. For example, vendors are generally available on Saturday. This is an excellent opportunity for students to explore career opportunities.

NOTE: This policy only applies to nursing courses. Attendance and course absences in other general education courses will need to be approved by that individual instructor.

Students who become sick or injured **must** notify the PTC faculty representative present at the activity. Students *not* attending activities to receive credit for lecture and/or clinical are *not* required to attend the entire activity or present verification of attendance.

SECTION III:
GENERAL NURSING PROGRAM INFORMATION

Student Mailboxes

Nursing students will be assigned an individual mailbox. Assignments, class material, homework, etc. will be returned to students using these boxes. It is imperative that students check their boxes each day while on campus. Material in a student's personal box is considered confidential and should not be tampered with or read by another student. Any misuse or violation of this policy will result in disciplinary action.

Nursing Organizations

All nursing students are encouraged to participate in their respective student associations. Students may also be elected or appointed to nursing, college-wide, or state committees. Students so designated are encouraged to accept and fulfill the responsibilities of committee participation.

Student Nurses' Association

Purpose:

- A. To assume responsibility for contributing to the nursing profession in order to provide for the highest quality health care;
- B. To provide programs representative of fundamental and current professional interest and concerns;
- C. To aid in the development of the whole person, his/her professional role, and his/her responsibility for the health care of people in all walks of life.

Dues: \$50.00 per year

Nursing Honor Society - Lambda Chi Nu - Beta Chapter

Purpose:

1. Recognize superior academic accomplishments within the Associate Degree Nursing (ADN).
2. Recognize the development of superior clinical nursing qualities.
3. Strengthen commitment to the ideals and purposes of the nursing profession.

Membership:

A member is defined as a student entering the second semester of ADN nursing courses. Prospective members shall have a grade average of greater than or equal to 2.5 on a four- point scale in the Associate Degree Nursing Core Curricula. Members must also demonstrate and maintain outstanding academic achievement, professionalism, and clinical nursing excellence.

Induction and lifetime member dues: \$50.00

PN Care Club

The PN Care Club is open to all students enrolled in the practical nursing program. The club unites students to support and promote the profession, encourages community service involvement, and provides networking opportunities among state and national organizations.

The PN Care Club has also collaborated with the National Association of Licensed Practical Nurses, Inc. (NALPN) to recognize nursing students who have demonstrated exemplary academic achievement in the practical nursing program. Students who achieve a GPA of 3.0 or higher in their practical nursing coursework will be eligible to receive the NALPN Student Honor Society Achievement Award.

Dues: \$25.00 per year

Drug Calculation Test Policy

The nursing faculty at Piedmont Technical College recognizes that medication administration is an integral part of the professional duties of a nurse.

Basic dosage calculations will be taught in NUR 139 and PNR 122 and will include solid and liquid oral dosages, injectable medications, and reconstitution of powders and liquids. In each course, a Drug Calculation Competency test consisting of 20 questions will be given. A minimum score of 95% must be achieved on this test within 3 attempts. If unsuccessful, the student will be required to withdraw from the course (if prior to the withdrawal period) or receive an "F" for the course which will count as an attempt in the nursing program.

For the ADN students, more advanced concepts including all intravenous medication calculations, titrations, blood administration, and parenteral nutrition will be taught in NUR 180 and NUR 203. In these courses, a Drug Calculation Competency test consisting of 20 questions will be given. A minimum score of 95% must be achieved on this test within three attempts. If unsuccessful, the student will be required to withdraw from the course (if prior to the withdrawal period) or receive an "F" for the course which will count as an attempt in the nursing program.

Pediatric safe dosages and other course specific drug calculations will be taught and tested on in the specialty courses throughout the nursing programs.

In order to maintain the safety and integrity of our clients, dosage calculation concepts will be integrated into all course and clinical instruction to allow faculty to reinforce concepts and monitor students' progress and retention of information.

Skills Checkoff Policy

Skills are verified through timed skills checkoffs in NUR 101, NUR 139, NUR 203, PNR 110, and PNR 122. Skill checkoff sheets will be used to grade student's performance on various skills necessary to provide safe patient care.

Any missed checkoffs (due to a tardy or absence) on the originally scheduled date will result in a 0 for that skill. There will be no make-ups for that skill.

Policy Regarding Lab Skills Checkoffs

In each course in which skills are verified through timed skills checkoffs (NUR 101, NUR 139, NUR 157, NUR 203, PNR 110, PNR 122, PNR 128) the student can only score less than 75% on one (1) of the checkoffs on the first attempt and must then successfully pass (with a 75% or greater) on any repeated checkoff within 1 additional attempt. In the event the student is unable to successfully complete either of these requirements, they will be required to withdraw from the course (if prior to the last date to withdraw) or receive an F for the course and will not be allowed to take any future class tests. Any missed checkoffs (due to a tardy or absence) on the originally scheduled date will result in a 0 for that skill.

*See individual course information sheet and clinical handbook for specific skills check off, and clinical requirements.

Pinning Uniform Policy

Piedmont Technical College Nursing Department's Pinning Ceremony is designed to be a reverent event. All graduates who participate will wear the graduation uniform specifically designated for the event. In addition, each participant will conform to the clinical dress policy as outlined in the Nursing Student Handbook. This includes, but is not limited to: hair up and off the collar, no jewelry of any kind except for a plain wedding band and a watch, fingernails cut to regulation length and free of nail polish, clean well-polished white shoes. See the clinical dress policy for all further restrictions. If a student is not in compliance with this pinning uniform policy they will not be permitted to participate in the ceremony. Also, students who are late or do not attend practice may not be allowed to participate.

State Board Application

The State Board examination (NCLEX) is administered to determine licensure as a registered nurse or as a licensed practical nurse.

After satisfactory completion of the associate degree in nursing program or the practical nurse program, students are eligible to apply online for the application process to take the NCLEX. The Dean of Nursing has the responsibility to authorize or withhold endorsements as deemed necessary. For current policies, regarding the licensure process, refer to South Carolina State Board of Nursing web site.

**HEALTH SCIENCE & NURSING PROGRAM
CLINICAL POLICIES**

Dress Code and Clinical Requirements

UNIFORM: Only school mandated tops and pants will be acceptable. Undergarments should not be visible. Colors of undershirts are limited to solid options of white, navy, black, and grey.

LAB COATS: Only approved PTC lab coats with the official Piedmont Technical College logo may be worn over the uniform in clinical, fieldwork, or lab settings. Personal coats are not allowed in clinical facilities.

*Some healthcare programs may not require lab coats.

SHOES: Shoes must be one solid color. Extravagant designs or colors are not allowed. No clogs, sandals, canvas, or open heels or toes.

HOSIERY/SOCKS: Student are permitted to wear solid colored socks and/or stockings.

WATCH: A watch with ability to count seconds.

*Some healthcare programs may not require watches.

NAME/PICTURE BADGE: PTC ID and specific agency badge must be worn on uniform top. Obtain picture ID from library on Lex Walters Campus and appropriate healthcare facility. At the end of each course or upon withdrawal, the agency specific badge must be returned to the course instructor. A fee may be assessed for replacement badges.

JEWELRY: Only a wedding band is permissible. Facial jewelry may only be worn on the ears, limited to one small stud per ear. Nose rings, brow piercings, nose piercings, tongue piercings, and/or cheek piercings are not allowed.

HAIR: Hair should be neat, clean and off the uniform collar in a controlled fashion. Ponytails must be controlled and not drop forward when giving patient care. Bangs must be contained and not drop forward into the face when providing care. Hair must be a natural human color. Beards and mustaches must be neatly trimmed.

COSMETICS: Natural looking only. No bright eye or lip color. No artificial eyelashes.

NAILS: Clean, short, and without polish. Nails should not protrude over the ends of the fingers when the hand is held directly in front of the face with the palm toward the face. No nail treatment of any kind is allowed.

SMOKING/VAPING: Not permitted at any clinical setting, whether in uniform or street clothes. Smoke odor will be brought to the attention of the student and may result in being dismissed from the clinical site.

CHEWING GUM: Chewing gum is not allowed while in clinical.

TATTOOS: Tattoos considered offensive or inappropriate are not permitted and must be covered while at clinical. Tattoos and body art from the neck up are not permitted.

PERSONAL HYGIENE: Body must be kept clean and free from odor. Use of deodorant is recommended. Perfume or aftershave is not permitted. Noticeable halitosis, body or smoke odor will be brought to the attention of the student.

ADDITIONAL NOTES:

- The student is required to adhere to the uniform policy of the clinical facility in which he/she is assigned. Any additional regulations of the clinical facility which are not covered in this handbook must be met by the student.
- Students may not wear any Piedmont Technical College healthcare student identification or uniform except while they are in their role as the student. Doing so will result in disciplinary action up to and including dismissal from the program.
- Electronic devices are not allowed in the clinical setting for personal use unless prior permission is given by your instructor.

**Piedmont Technical College
Nursing Division**

STUDENT SIGNATURE SHEET

Print Name: _____

I acknowledge that I have read the current *Nursing Student Handbook* and have had the opportunity to clarify any questions. I indicate my understanding and willingness to comply with the information contained in both the Nursing Student Handbook and the Student Calendar and Handbook. I understand the faculty reserves the right to revise and update this handbook and that I will be made aware of any changes made in this handbook in writing.

I have read and understand the nursing policies and their consequences if not followed and agree to abide by them:

Signature: _____

Date: _____

*This sheet is to be uploaded into assignments tab in your D2l course