NURSING STUDENT HANDBOOK
FOR
THE UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE
BACCALAUREATE PROGRAM IN NURSING



DEPARTMENT OF NURSING
ACADEMIC YEAR: 2026-2027

The University of Virginia's College at Wise
Department of Nursing

Welcome!

We welcome you to the 2026-2027 academic year at the University of Virginia's College at Wise and congratulate you on your acceptance to the nursing major.

This is an exciting, challenging time to enter the world of health care. Despite our ready access to the best technology in the world, issues of cost, quality, and safety are constantly in the forefront. As practitioners of the future, your role will not only be to function within the system, but to also work to transform it in ways which will assure those who need care receive it in the most safe, efficient, and affordable way possible.

As a public liberal arts institution, The University of Virginia's College at Wise provides the resources and learning experiences which enable students to establish a firm foundation for building competence in professional study. In addition to the technical skills necessary to provide safe care, students will develop communication, critical thinking and decision-making skills to lead care teams in the future. Through active participation in this community of learners, students gain an appreciation for the value of diversity, commitment to service, the importance of engaged citizenship, and the essential nature of lifelong learning.

This handbook is one of several resources available to assist you as you progress through your program of study. The *2026-2027 University of Virginia's College at Wise Catalog* and the *UVa-Wise Student Handbook* provide general information about academic and student life policies. *The Department of Nursing Student Handbook* describes specific policies and procedures related to undergraduate nursing students. **Policies in this handbook take priority over those in other resources.** It is your responsibility, as a student in the major, to be familiar with the contents of this handbook.

The faculty are here to help you reach your educational goals. If you have issues or concerns, please contact your advisor or the course instructor. If you need additional help, you may contact Kim Lawson in Pippin Wyllie room 127, by calling 276-376-4690, or by email at kal6j@uvawise.edu.

We wish you success in the coming semester and beyond.

Nursing Faculty

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SPECIAL NOTE: POLICIES IN THE NURSING STUDENT HANDBOOK TAKE PRIORITY OVER THOSE POLICIES IN OTHER SOURCES.

MISSION STATEMENT, PHILOSOPHY, AND PROGRAM LEARNING OUTCOMES OF THE DEPARTMENT OF NURSING

Mission Statement

The UVA Wise nursing programs prepare caring, engaged nurse citizens with a commitment to lifelong learning and individual growth, ability for excellence in service and leadership, and the desire to innovate, improve, and transform equitable health care for diverse populations.

Philosophy

Faculty in the Department of Nursing bring distinct and diverse experiences, abilities, and beliefs to the curriculum and the classroom. The philosophy of the Department of Nursing exemplifies the beliefs that faculty and students share about health, the recipients of care, role preparation, nursing, and nursing education.

Health is a state of physical, psychological, interpersonal and environmental well-being based on adaptive response to stressors and is viewed on a continuum from wellness to illness.

Patients, the recipients of nursing care, include individuals, families, groups, and communities. Patients and nurses collaborate in the assessment, planning, implementation, and evaluation of nursing and health care.

Nurses are responsible for maintaining, promoting, and enhancing the health of individuals, families, groups and communities, and for contributing to improvements in the healthcare system. Nurses emphasize primary health care, promote healthy lifestyles, and recognize the importance of health promotion and disease prevention.

The role of the nurse evolves in response to changing expectations and demands in the marketplace. Nurses provide holistic health care that includes health education, advocacy, and a committed, caring relationship. They are responsible for participating in discussions and seeking solutions for health care issues locally, regionally, nationally, and globally.

Exploring and adopting approaches to education enhance relationships between learners and teachers, create a stimulating learning environment and promote educational excellence. The curriculum reflects characteristics and needs of students, traditional and emerging health care and nursing practice, and a community-based health care system. Communication, reasoning, analysis, research, decision-making, and technological innovations—central concepts of baccalaureate nursing education—influence the curriculum and pedagogy.

Faculty and students share responsibility for learning goals and outcomes and participatory learning activities. Faculty facilitate and guide learning experiences

consistent with student knowledge, skills, and experience. Faculty and students interact with the community and health care professionals to provide disciplinary and interdisciplinary learning activities and practice opportunities.

An active, stimulating, and exciting environment encourages inquiry, curiosity, critical thinking, and insight. Students in such an environment achieve at a higher level and gain tools and aspirations for continuing their education and lifelong learning.

Program Learning Outcomes

The Department of Nursing BSN program prepares graduates to meet the following outcomes with individuals, families, and communities:

1. Integrate, translate, and apply established and evolving nursing knowledge and knowledge from other disciplines including liberal arts and natural and social sciences to form the basis for clinical judgement and innovation in nursing practice.

2. Implements safe and effective person-centered care built upon a scientific body of knowledge that guides nursing practice.

3. Integrate principles of population health along a continuum of prevention to disease management for the improvement of health outcomes.

4. Generate, synthesize, translate, apply, and disseminate nursing knowledge to improve health and transform health care.

5. Employ established and emerging principles of safety and improvement science to enhance quality and minimize risk of harm to patients and providers through system effectiveness and individual performance.

6. Collaborate across professions with care team members, patients, families, communities, and other stakeholders to optimize care, enhance the healthcare experience, and strengthen outcomes.

7. Identify and coordinate resources effectively and proactively within complex systems of healthcare.

8. Utilizes health care technologies to manage and improve the delivery of health care services using best practice, professional, and regulatory standards.

9. Form and cultivate a professional nursing identity including practicing nursing in compliance with legal, ethical, and professional standards.

10. Participate in activities and self-reflection that foster personal health, resilience, well-being, lifelong learning, and support the acquisition of nursing expertise and leadership practice.

ACADEMIC PROGRAM TRACKS

Bachelor of Science in Nursing – Prelicensure Track

The Department of Nursing offers a pre-licensure program of study leading to the Bachelor of Science in Nursing (BSN) degree. Students are admitted to the program and begin taking nursing courses in the spring semester of their sophomore year. Graduates of this program are eligible to take the registered nurse licensure exam, the National Council Licensure Examination (NCLEX-RN).

Bachelor of Science in Nursing - RN To BSN Track

This course of study is open to registered nurses (RN) who have either earned a diploma or an associate degree in nursing, and leads to completion of the Bachelor of Science in Nursing (BSN) degree

STUDENT AND FACULTY ADVISING RESPONSIBILITIES

Upon declaration of pre-nursing as a major, students are assigned to a nursing faculty member as an advisor. Both the student and the advisor have the joint responsibility to ensure that a student's course of study and degree requirements are outlined and identified. The faculty advisor guides the student through the designed program curriculum, as well as monitoring course progress and providing career assistance. Senior nursing students should meet with their nursing advisor in the fall semester to evaluate their transcript for graduation clearance.

It is the responsibility of the student to initiate contact during registration periods, and to keep advising appointment. Students should email their faculty advisor to make an advising appointment.
Unresolved student-faculty concerns should be directed to the attention of the Department Chair. Please refer to the departmental organizational chart at the end of the handbook.

TRANSFERRING / CHALLENGING NURSING COURSES

Applicants accepted into the nursing major who have previously taken 3000- or 4000-level nursing courses that appear on a college transcript may receive transfer credit after

reviewing the courses by the nursing faculty. The faculty will consider requests for transfer courses from accredited colleges or universities for courses that are equivalent to those in the baccalaureate program.

Initiation of the Transfer Procedure:

1. The student should submit to the Department Chair a written petition, using a Request for Course Substitution form, to receive transfer credit for nursing courses taken at another university or college. The petition is submitted at the time of application to the nursing major. A separate petition must be completed for each course for which transfer credit is requested.

2. A copy of the college / university catalog, applicable course syllabi and/or course content materials should be supplied along with the petition.

3. The Department Chair will determine any deficient areas related to course content. Only equivalent courses in which a student received a B- or above may be transferred. No grade less than a B- will be accepted for transferred nursing courses in the pre-licensure program.

4. Students are not guaranteed to have transfer courses in nursing accepted by UVA-Wise.

5. Student must request a letter to be sent to UVA Wise from the previous program's Nursing Chair or Dean, stating the student is in good standing and eligible to return.

ACADEMIC WAIVERS

Under extenuating circumstances, students may request a waiver from selected academic policies provided they can demonstrate they have had comparable and/or equivalent experiences. The student is responsible for initiating the request and for producing the required evidence. Such requests may include, but are not limited to, the following:

1. Transfer limit of 62 credits from a community college, depending on the catalog of record;

2. Specific credit requirements for general education requirements taken under a quarter system; and

3. Enrolling in courses in other institutions after being accepted at The University of Virginia's College at Wise (Complete "Request to transfer a Course" form).

All requests for academic waivers should be **addressed** to the Provost; however, they should be **submitted** to the Chair of the Nursing Department and Ms. Michelle Mullins in the Provost's office.

Students requesting academic waivers must write a letter that accompanies the form with as much evidence as necessary to support the request. The Department Chair and the advisor are available to assist the students. Submit the letter to the Department Chair, who will write a letter to accompany your request. Evidence should be applicable and may include:

1. Overall academic performance (stress positive aspects of your academic record and explain problems)

2. Academic performance in a specific field of study (your GPA for courses in the area as well as courses beyond the introductory level [3000- and 4000-level])

3. Total number of credits completed at post-secondary institutions (note completion of associate and / or baccalaureates in fields outside of nursing)

4. Credits earned under the quarter system (The University of Virginia's College at Wise general education requirements are based on the semester system. Semester credits are 2/3 of quarter credits [for example, nine (9) quarter credits of English Composition equals six (6) semester credits and, therefore, meets the requirements]. In some instances, you may receive a waiver for one (1) credit; provided the respective department does not offer one-credit courses [see special section below on English Composition Requirements])

5. Other information, such as travel time to UVA-Wise versus a local institution, a full-time work schedule, and others can be mentioned, although they will not carry the same weight as academic evidence.

ACADEMIC PROGRESSION STANDARDS

Academic Progression

Nursing majors are governed by the College continuance policies as stated in The University of Virginia's College at Wise Catalog as well as the following Department-specific policies:

1. Students are expected to successfully complete the required prerequisite general education coursework prior to entry into junior year of the nursing program. Due to the competitive admission process, a cumulative GPA of 2.75 or greater in required nursing course work and a science GPA of 2.75 or greater with no grade less than a "C-" in any science or general education course is required.

2. A grade of 80% or better in all nursing courses is required to continue in the nursing program. Students are required to pass the clinical lab associated with a nursing course. Less than 80% is considered a failure. Failure in either the didactic or clinical component requires repeating the associated courses after successfully petitioning for re-admittance to the program; this includes the class and clinical. For example, failures of NUR 3000 would require repeating NUR 3000 and NUR 3010; failure of NUR 3010 would require repeating NUR 3000 and NUR 3010.

3. To achieve a course grade of 80% in any nursing course, both the test average and final course grade must be at least 80%. Test averages are calculated first, before any other coursework is calculated. If the average is below 80%, the student will earn the score of the test average for his/her grade and will not be able to progress. Test averages are rounded up or down to the nearest whole number. For example, a grade of 90.5 to 90.9 the grade will be rounded up to 91% and if a grade is 90.1 to 90.4 the grade will be rounded down to 90%

4. Students who achieve a final course grade of less than 80% in any nursing course are unable to enroll in subsequent nursing courses. Students may petition to the Nursing Department to be accepted into the failed course the next time it is scheduled, on a space available basis. Readmission is at the discretion of the faculty. Sophomore students who are unsuccessful in passing NUR 2100 OR NUR 3130/3140 must reapply to the nursing major with the next applicant class.

5. A nursing course may be repeated only once. Failure in any two nursing courses or a repeated nursing course will result in dismissal from the nursing program, without the option for reapplication.

6. Students requesting or receiving a grade of Incomplete (I) in any nursing course(s) may not enroll in subsequent courses. Continued progression in the nursing major is contingent upon removal of the grade of "I" as described in The University of Virginia's College at Wise Catalog.

Procedure for Readmission

There are three situations which may involve the readmission policy in the Department of Nursing:

1. Any student who is passing in required nursing courses and voluntarily withdraws must submit a written petition requesting readmission to the Nursing Department within three (3) months of withdrawal.

2. A student who earns a grade less than 80% in a required nursing course must submit a written petition within three (3) months to the Nursing Department requesting consideration for placement in the failed course the following year. The student must meet with the instructor of the failed course to develop an appropriate, personalized remediation plan. The student is also required to meet with the Nursing Support Specialist for additional support focusing on areas of weakness.

3. Any student who has been out of the nursing major for more than one (1) academic year must apply for readmission to the nursing program according to the current *The University of Virginia's College at Wise Catalog*.

Required information in the request for readmission includes the reason for withdrawal or failure and desired date to return to the program. The request, along with the student's record and other pertinent information will be considered in making the decision. Submission of a petition request does not guarantee readmission in the Department of Nursing.

The student is responsible for initiating the readmission process according to these guidelines.

CLINICAL AND CLASSROOM CONDUCT AND EVALUATION

Clinical performance is an integral component of the educational process in nursing. Satisfactory clinical performance is an overriding concern in professional practice. Clinical objectives and student behaviors for evaluating these objectives are defined for each clinical nursing course and are located in the course syllabus. A student's clinical performance is evaluated by the clinical faculty in each course.

Clinical performance is evaluated using a clinical performance instrument that measures student competency. This instrument is designed to measure student competency in relation to clinical objectives as well as program learning outcomes. The critical competency level is denoted by an asterisk, and the student must receive the required level on these critical competency levels to pass the course.

The student should strive to demonstrate all critical competencies in each clinical rotation. Students may receive a rating of less than this standard midway through clinical experience but must improve their level of competency to at least the critical level by the end of the clinical rotation.

Competencies at any level below the minimum level for critical behaviors (identified by an asterisk) by the end of the semester requires written faculty documentation and constitutes a course failure.

Guidelines for Behavior in Clinical Settings and Classroom

The University of Virginia's College at Wise nursing students will demonstrate professional behavior in all settings, following the legal and ethical codes of nursing and the Nurse Practice Act in the state in which you complete clinical requirements. Professional behaviors include respect for self and others and accountability for one's actions and decisions.

1. Contractual

Students must practice within the contractual agreements between The University of Virginia's College at Wise and the affiliating agency and the objectives of the specific course. Students must adhere to the uniform requirements outlined in this handbook and must conduct themselves in a professional manner at all times within the affiliating agency.

Examples of unsafe and unsatisfactory performance include but are not limited to the following:

a. Failure to notify the agency and clinical instructor of clinical absence;
b. Failure to complete standards of performance as required;
c. Lack of transportation appropriate for clinical rotation; and
d. Behavior which results in dismissal of the student by the agency.

2. Accountability

Students must demonstrate responsibility in all aspects of comprehensive client care.

Examples of unsafe and unsatisfactory performance include but are not limited to the following:

a. Inadequate preparation for laboratory
b. Inadequate written and/or verbal communication;
c. Errors in performance of nursing therapeutics, including but not limited to, medications;
d. Failure to report to the instructor questionable nursing practice which affects client welfare;
e. Attempting activities without adequate preparation or appropriate assistance or supervision; and
f. Dishonesty.

3. Ethical Standards

The student practices according to the American Nurses Association Code of Ethics, Standards of practice, and the Nurse Practice Act governing the Commonwealth of Virginia.

Examples of unsafe and unsatisfactory performance include but are not limited to the following:

a. Refuses assignment based on client's race, culture, diagnoses, gender, disability, or sexual or religious preference;
b. Inappropriate behavior in any activity related to clinical practice such as:
   (1) Falsifying any documentation (this includes actual patient care AND written assignments such as clinical reasoning forms);
   (2) Violating client confidentiality;
   (3) Failure to report errors
c. Ignoring unethical behavior(s) of other health care personnel and other nursing students which affects client's welfare; and
d. Plagiarism.

4. Promotion of Health and Environment

The student's practice utilizes the nursing process to manage the health care needs of individuals, families, groups and communities in a confidential, safe, therapeutic environment.

Examples of unsafe and unsatisfactory performance include, but are not limited to the following:

a. Failure to recognize and seek treatment for a physical, mental or emotional condition which may affect the safety or well-being of self or others;
b. Failure to follow through on suggested referrals or interventions to correct deficient areas;
c. Failure to provide appropriate client care;
d. Physical, mental or emotional abuse of clients;
e. Inappropriate interpersonal relationships with agency staff, peers, and/or faculty;
f. Reporting for clinical practicum or classroom under the influence of drugs and/or alcohol.

5. Human Rights

The student's conduct reflects respect for the individual client, health team members, faculty, and self.

Examples of unsafe and unsatisfactory performance include, but are not limited to, the following:

a. Failure to maintain client confidentiality based on standards set forth by HIPAA guidelines;
b. Dishonesty;
c. Utilization of stereotypical judgments which are detrimental to client care; and
d. Failure to recognize and promote every client's rights.

Policy on Recording Lectures by Students

1 .1. Where course materials are not routinely recorded, students with disability and an agreed learning plan have the right to audio or video record any lecture or teaching and learning activity within the constraints defined in 1.2 below. The visual recording of lectures or any other form of teaching and learning activity is not permitted without the consent of the lecturer and other individuals involved.

1 .2. Routine audio or video recording of teaching is not permitted without the prior consent of teaching staff and the express permission of the group. Where such permission is not granted, lecturers must implement reasonable adjustment for any disabled students to ensure equal access to the information covered in the teaching session. Lecturers should allow the audio recording of lectures unless recording will result in the infringement of data protection, copyright, sensitive clinical information or the commercially sensitive intellectual property rights of others.

1.3. Audio or video recordings made by students are to be used solely for the purposes of personal study and must not be reproduced or distributed to any third party and must not be made available on any external website or social media; and that inappropriate use of recorded material by students is a disciplinary matter.

Clinical Progression

Professional behaviors expected of the student are confidentiality, respect, accountability, valuing of people's differences, preparation to ensure safe clinical practice, and adherence to College and agency policies and procedures. These behaviors are to be followed in clinical, lab, and classroom settings. All nursing students are accountable and responsible to report unsafe and/or unprofessional behavior of other students to their clinical instructor.

Unsatisfactory or unprofessional or unsafe behaviors may result in removal of the student from the clinical, lab and/or warning, probation, or failure based upon the professional judgment of the faculty. All laboratory experiences are treated as clinical, and students must adhere to the same professional behaviors in the lab.

Warning

A student may be placed on warning at faculty discretion based upon unprofessional or unsafe behaviors. In addition, behaviors below minimum performance standards on a critical behavior (as identified on the clinical evaluation tool) will result in clinical warning. Students on warning may progress to the next semester; however, the unacceptable behaviors must be corrected by the end of the subsequent semester. Failure to do so will result in probation or failure. Students will be notified in writing and will meet with the clinical instructor and/or course coordinator. Specific objectives not being met will be reviewed and a remediation plan will be developed. The remediation plan will be placed in the student's file. A student's warning status will be submitted to the nursing admission and progression committee and will be discussed in the faculty meeting. Documentation that reviews the student's progress will be placed in the student file following discussion with instructor.

Probation

Inability to correct deficiencies that resulted in a warning may result in progression to probation. A student may be placed on probation at faculty discretion based upon unprofessional or unsafe behaviors that constitute immediate intervention. Students on probation at the end of a semester may not progress to the subsequent semester, resulting in a failure. Students will be notified in writing and will meet with the clinical instructor and/or course coordinator. The student may be required to meet with the department chair. Specific clinical, lab, or classroom objectives not being met will be reviewed and a remediation plan may be developed. The remediation plan will be placed in the student's file. A student's probationary status will be submitted to the nursing admission and progression committee and will be discussed in the faculty meeting. Documentation that reviews the student's progress will be placed in the student file following discussion with instructor.

Failure

Failure may occur if the student demonstrates unsafe, unprofessional, negligent or incompetent clinical, lab, or classroom performance. Students unable to perform at the minimally acceptable level of critical behaviors, those unable to correct deficiencies resulting in warning by the end of the subsequent semester, and students unable to be removed from probation by the end of the current semester will result in failure.

When a student's clinical performance endangers patients or is deemed unsafe, the student may be removed without prior warning or notice from the clinical area for the remainder of the semester, resulting in failure of the course. A meeting will be arranged

with the student, clinical instructor, course coordinator and department chair to discuss the situation and to determine the progression of the student in the program.

Clinical Attendance Policy

Clinical is essential and absences are unacceptable. A student will be placed on clinical probation for one unexcused clinical absence or two excused clinical absences. In the event of an emergency or severe illness, absences may be granted on an individual basis **prior** to the scheduled clinical time at the discretion of the faculty. Students must notify the clinical instructor of the reason necessitating an absence AT LEAST 1 hour prior to the clinical start time. If the emergency or severe illness occurs suddenly, the student is responsible to notify the instructor as soon as it is safe to do so. The only excused absence for illness will be documentation from a licensed healthcare provider (MD, NP, or PA only). The student may be required to do other clinical assignments and/or additional clinical time for the semester at the discretion of the faculty member. Extenuating circumstances will be evaluated by the clinical instructor, the course coordinator, and the department chair.

A student is considered to be tardy any time after the designated start time and tardiness may result in an unexcused clinical absence. Any student given an unexcused clinical absence for tardiness may be required to complete additional makeup clinical time or assignment at the discretion of the clinical instructor. A warning will be issued the first time a student is tardy. If a student is tardy a second time, they will be given an unexcused clinical absence.

Failure to meet the clinical objectives due to absenteeism will result in an unsatisfactory evaluation for the semester and an "F" in the course.

Clinical Travel and Rotations

Opportunities to achieve clinical experiences in nursing are available throughout Southwest Virginia, Northeast Tennessee, and Southeast Kentucky area. Clinical sites are in many cities and on a variety of days and shifts. Students should be prepared to travel throughout the region, and should be available seven days of the week, day or evening. Faculty will determine clinical placements for students. Students may have to travel greater than 50 miles one way to clinical experiences. Efforts should be made to carpool with other students or otherwise find transportation. The Clinical Attendance Policy will be enforced for all clinical experiences.

Student Transportation

Students are responsible for providing their own transportation to and from clinical experiences. Carpooling is encouraged. It is the student's obligation to make any necessary arrangements and to pay any associated costs or fees.

Clinical Preparation

Being unprepared for a clinical includes inadequate preparation to discuss and deliver patient care, incomplete pre-clinical paperwork, inadequate materials to discuss and deliver care (stethoscope, watch, drug guide, etc.), and inappropriate dress. Being unprepared for clinical will result in a student being sent home and the day counted as an unexcused clinical absence.

Class Attendance and Behavior Policy

Class attendance is important and helps support student learning. It also provides a mechanism for students to ask questions in real time to solidify learning. Since most nursing classes meet once a week, missing one class is the equivalent of missing three regularly scheduled classes. Students in the nursing major are expected to attend all classes. If a student misses 3 class days, they are required to meet with the course faculty prior to returning to class. Faculty will document the absences and provide recommendations to remain in the course. This documentation will be kept in the student's file.

An absence for illness requires a note from a health care provider (NP, MD or PA). The course instructor makes the determination between an excused and unexcused absence. The student must notify the instructor within one hour before the beginning of class if they must be absent. If the student does not notify the instructor, an unexcused absence will be assigned to that missed class day. Students must personally notify instructors of their absences. Asking a classmate to report the absence is not acceptable.

Each course instructor will explain expected classroom behaviors. Some expected behaviors may include:

- Turning off cell phones during class.
- Refraining from using computers while the instructor, other students or guests are presenting material.
- Being prepared for class.

The course instructor reserves the right to ask students to leave the classroom if expected classroom behaviors are not followed. Being asked to leave the classroom will result in an unexcused absence.

Grade Challenge

Students who believe their final grade to be awarded unfairly should discuss the matter with the specific course instructor. If this does not resolve the issue, the student may appeal to the Department Chair. In the event the issue is not resolved at this level, the student may appeal in writing to the Academic Dean who may refer the appeal to the Academic Appeals Committee. The appeal procedure must be initiated during the initial

four weeks of the next regular semester of enrollment after the grade in question has been assigned.

Grading Scale

Grade Range	Letter Grade
99 – 100	A+
98 – 95	A
94 – 93	A-
92 – 91	B +
88 – 90	B
86 – 87	B-
84 – 85	C +
80 – 83	C
78 – 79	D+
76 – 77	D
74 – 75	D-
≤ 73	F

Medication Calculation Tests

Students are required to take a medication calculation test in all clinical/lab courses starting in the spring semester of the junior year. The medication calculation policy includes:

1. Calculators are allowed but students must show their work;
2. The test must be completed and passed by the Friday of the third week of the semester;
3. Students must earn a 100% on the test to pass;
4. The medication calculation test may only be taken a maximum of three times;
5. Students CANNOT administer medications during clinical if they have failed the medication calculation test. Once they are successful, they can resume medication administration during their clinical rotation.
6. Students will be referred to the Nursing Student Support Specialist or clinical faculty for remediation after the second failure and must submit documentation they have been tutored; and
7. Students will not be allowed to continue in clinical/lab if the medication calculation test is not passed, resulting in a clinical/lab failure.

TESTING POLICIES

Tests are the property of the Department of Nursing or book publisher. Removal of a test or its image from the classroom, digital exam, or department is considered an Honor Code violation. A test review and method will be at the discretion of each individual instructor.

Testing in nursing school is an important part of the curriculum to assure readiness for the NCLEX licensure exam. These testing policies apply to exams and other tests (pop quizzes, etc.) given in class or outside the classroom. The course faculty will give further instructions regarding rules for tests. If a student misses a test due to illness, the Class Attendance Policy will be followed. Make-up tests due to illness will only be allowed with a health care provider excuse (MD, NP, or PA). Make-up tests for other than illness will be at the discretion of the course faculty. An alternate exam may be administered for make-up exams, utilizing a similar or alternate testing format.

It is a violation of the UVA-Wise Honor Code to discuss the exam with students who have not yet taken the exam. This includes students who may be taking the exam at a different time, or students in a lower class. Discussing the exam will result in the student being reported to the Honor Court and may result in failure of that exam.

Written, Online, and Classroom Exam Testing Policy

Students taking exams must follow the following policies related to testing:

- No head gear, such as hats, beanies, etc., can be worn during testing except for religious reasons.
- You will not be permitted to wear any smart watches or anything on your wrists.
- No hoodies with pockets, jackets with pockets or any article of clothing that zips in the front.
- No gum, food, or drinks are permitted.
- Unless otherwise stated by the course instructor, all materials not needed for the test (books, notes, bookbags, cell phones, etc.) are to be placed at the front or rear of the classroom prior to beginning the test. A pen/pencil are the only materials to be used.
- 5x7 index card(s) will be supplied for scratch paper. This card will be considered part of the test and must be turned in when the student exits the testing center.
- Students are required to use computers provided by the department for classroom testing.
- Unless otherwise stated by the course instructor, the calculator on the computer is to be used for testing. Calculators on cell phones cannot be used.
- Students can be seated according to the course faculty's instructions.
- Unless otherwise stated by the course instructor, students may not discuss the exam with each other, nor share notes, or calculators.
- Online exams will be Next Gen NCLEX style. Questions will be multiple choice or alternate format, which can include select all that apply, hotspot, fill-in-the-blank, audio, or drag and drop, etc.
- No tabs or additional browsers other than the one used for testing may be open during the exam.

- Students are not allowed to change any settings on the departmental computers.
- Students are not allowed to manipulate browser history at time.
- Students are not allowed to use a dim screen during exams.

Exams Outside of Class (Online or Written)

- Students taking online or written exams outside the classroom are still held to Honor Code standards and General Testing Policies. The course instructor will give written instructions regarding resources that can and cannot be used during this type of exam. Should the course instructor determine if any of the instructions were violated, the student(s) will be referred to the Honor Court and a zero will be issued for that exam.
- Students who violate written exam instructions for exams outside of class will take proctored exams for the remainder of the semester.

Guidelines for Written Assignments

Written assignments for all courses in the nursing major are expected to be typed and double-spaced. *The American Psychological Association Manual (APA)*, 7th edition, is the accepted reference for writing papers, preparing bibliographies and reference lists, etc. Students in Wise may use computers in any of the computer labs on campus that are not scheduled for classes. All formal written papers should be submitted with a title page and a running head per APA format.

ACADEMIC INTEGRITY POLICY

Academic Integrity and Honesty: Integrity and ethical behavior are cornerstones of a high-quality educational environment and for the profession of nursing. The Department of Nursing fully embraces a policy of accepting no form of academic dishonesty and has adopted a "zero tolerance policy" for any acts of cheating, plagiarism, and other forms of academic dishonesty/misconduct. Under this policy any faculty who found a student has committed an act that violates our academic standards of performance can receive a failing grade in the assignment, and/or a failing grade in the course, and/or be recommended for dismissal. The decision for which grade the student will receive is at the discretion of the course faculty. Withdrawing from the class subsequent to the violation will not be allowed.

All faculty, staff, and students are required to identify any known acts of academic dishonesty to the Department Chair. The disciplinary system described does not distinguish based on the type of act nor the type of assignment in which such act occurred. Any act that violates our academic standards, no matter how large or small, will

receive the above stated disciplinary action. For this reason, it is critical that every student has a clear understanding of what is considered academic misconduct. The following section provides a list of examples of academic dishonesty. Although this list is not all-inclusive it provides additional guidance to students and identifies several major categories of academic misconduct. This list should be reviewed by all students. Any student that is not clear as to any aspect of our academic standards is responsible for discussing this with their faculty prior to the completion of any assignment or examination.

Students are asked to read, sign, and date a copy of the Academic Honesty and Integrity Policy to ensure that they understand this policy. Release of grades, materials, or exams may be withheld until a signed copy of the policy is received and filed in the student's permanent records. Refer to the UVA Wise website for the Honor system at https://www.uvawise.edu/college-life/campus/student-leadership-governance/honor-system

Academic misconduct includes, but is not limited to, the following:

1. Cheating: A student must not use or attempt to use unauthorized assistance, materials, information, or study aids in any academic exercise, including, but not limited to, the following:

a. A student must not use external assistance on any "in-class" or "take-home" examination unless the instructor specifically has authorized external assistance. This prohibition includes but is not limited to: the use of tutors, books, notes, calculators, test banks from textbooks, online resources and/or AI, and illicitly obtained copies of previous exams.

b. A student must not use another person as a substitute in the taking of an examination or quiz.

c. A student must not obtain examinations or other course materials by illegitimate means, such as stealing, purchasing a test bank, or obtaining a test bank.

d. A student must not allow others or AI to conduct research or to prepare work for him or her without advance authorization from the instructor to whom the work is being submitted. Under this prohibition, a student must not make any unauthorized use of materials obtained from commercial term paper companies or from files of papers prepared by other persons.

e. A student must not collaborate with other persons on a particular project and submit a copy of a written report which is represented explicitly or implicitly as the student's individual work.

f. A student must not use any unauthorized assistance in a laboratory, at a computer terminal, or during clinical.

g. A student must not submit substantial portions of the same academic work for credit more than once without the permission of the instructor to whom the work is being submitted.

h. A student must not alter a grade or score in any way.

2. Fabrication: A student must not falsify or invent any information or data in an academic exercise including, but not limited to, records or reports, laboratory results, and citations to the sources of information.

3. Plagiarism: A student must not adopt or reproduce ideas, words, or statements of another person without appropriate acknowledgment. A student must give credit to the originality of others and acknowledge indebtedness whenever he or she does any of the following:

a. Quotes another person's actual words, either oral or written

b. Paraphrases another person's words, either oral or written without citing them

c. Uses another person's idea, opinion, or theory; or

d. Borrows facts, statistics, or other illustrative material, unless the information is common knowledge

4. Interference:

a. A student must not steal, change, destroy, or impede another student's work. Impeding another student's work includes but is not limited to theft, defacement, or mutilation of resources so as to deprive others of the information they contain.

b. A student must not give or offer a bribe, promise favors, or make threats with the intention of affecting a grade or the evaluation of academic performance.

5. Violation of Course Rules: A student must not violate course rules as contained in a course syllabus.

6. Facilitating Academic Dishonesty: A student must not intentionally or knowingly help or attempt to help another student to commit an act of academic misconduct.

Student Code of Conduct and Honor Code

Nursing students are required to adhere to The University of Virginia's College at Wise policies on Student Code of Conduct and the Honor System described in the

UVa-Wise Student Handbook and College Catalog. Students must include the honor code on all written work as described below:

"I certify on my honor as a student at The University of Virginia's College at Wise that I have neither given nor received aid on this_____."

Students enrolled in clinical courses and participating in laboratory experiences at affiliate agencies are subject to applicable policies of that agency. The agency may terminate a student's contact with patients immediately upon the recommendation of the head of the department of the agency to which the student is assigned with the approval of the agency administrator. Any violation of agency policy could result in failure of the clinical course pending review of violation by department faculty and could result in dismissal from the program.

CAMPUS AI POLICY

Artificial intelligence (AI) technology encompasses a broad range of tools that have the potential to impact the academic environment in multiple ways. In consultation with the faculty, UVA Wise has identified there are many legitimate uses for AI tools in the academic programs, but the potential for misuse is also present. As such, we find that the use of AI tools by students in the academic program to be a matter of academic freedom to be determined by individual faculty within their classes. Faculty should clearly articulate, in writing, enrolled students' responsibilities for appropriate use of AI tools in their classes. Policies may be disseminated either through the course syllabus or through written instructions on specific assignments. The use of AI tools in an unapproved manner may constitute a violation of the UVA Wise Honor System as defined in the Honor Constitution. A student's use of AI tools in and of itself does not constitute a violation of the UVA Wise Honor System but rather will be considered in context of the course structure as published by the instructor.

WITHDRAWAL POLICY

A student who desires to withdraw from classes and/or the College should follow the procedures outlined in *The University of Virginia's College at Wise Catalog*. All nursing students exiting the nursing program for any reason other than graduation are requested to complete an exit interview with the department chair prior to contacting the Vice Chancellor for Student Affairs.

GRADUATION REQUIREMENTS

Students are expected to complete the course of study as outlined in *The University of Virginia's College at Wise Catalog* upon acceptance as a nursing major. It is the student's

responsibility to apply for graduation and to complete the application for graduation at least one full semester prior to graduation.

REQUIREMENTS TO TAKE THE NCLEX-RN LICENSURE EXAM

Senior pre-licensure BSN students who successfully complete all requirements for the Bachelor of Science in Nursing degree program are academically able to apply to the Virginia Board of Nursing for eligibility to write the NCLEX-RN for licensure as a registered nurse. The process of applying to the Commonwealth of Virginia Board of Nursing to take the NCLEX-RN® licensure exam will be reviewed NUR 4930 Synthesis of Professional Nursing Practice. Students intending to apply for licensure in a state other than Virginia must contact that state's Board of Nursing for application procedure and required documents.

Completion of the Bachelor of Science in Nursing program does not guarantee eligibility to sit for the NCLEX-RN examination. Please see the *Virginia Board of Nursing, Titles and Regulation, Board of Nursing Regulations* for further details regarding eligibility requirements.

GENERAL GRADUATION INFORMATION

Fees - Graduation fees as required by the College are the responsibility of the student.

Senior Recognition Ceremony and Pinning: All graduating students and their families with guests are encouraged to participate in the pinning and recognition ceremony that is held prior to commencement.

STANDARDS OF PERFORMANCE

Physical Examination and Immunization Requirements

Documentation of the following must be provided by all students enrolled in NUR 3000 ***by the end of the first week of class***. **Failure to provide this information in its entirety by this due date may result in the student being unable to attend classes and clinical for the fall semester.**

- Physical Examination (form available in the Department of Nursing)
- Immunization Record:
  - Diphtheria, Tetanus, Pertussis (DPT) series
  - Measles (Rubeola) vaccination
  - German Measles (Rubella)
  - Poliomyelitis (OPV) series
- Immunization Boosters
  - Tetanus booster within 10 years prior to registration

  - MMR booster ***(Not required for those born before 1957)***; ***must have a rubella antibody titer test done if born in 1957 or later***
  - Tuberculosis screening: PPD/tine skin test within 6 months of registration for nursing classes. If PPD is positive, a chest x-ray must be done within 6 months of registration ***(RN to BSN students must have a skin test within one year of entering NURS 460, Community Health Nursing)***
  - Meningitis (or sign a declination form)
  - Varicella antibody blood titer test
  - Hepatitis B series (***Students must complete series of 3 injections within 1 year of entering the program; if longer than one year, an antibody titer is required or sign a declination form)***
  - Any other immunizations required by clinical agencies
- Flu vaccines are required annually, usually by October 1.
- Drug Testing

CPR Requirement

Each student must maintain CURRENT CPR certification while enrolled in the nursing major (BLS for Healthcare Provider). This course must be taken through the **American Heart Association.** No other CPR certification will be accepted. Prior to the date of expiration, each student must provide documentation of CPR recertification to the nursing department. Students ***will not*** be permitted in the clinical setting without verification of recertification on file in Box. The clinical absence policy will be applied in this instance. It is the student's responsibility to maintain current CPR certification.

N95 Mask Fit Testing

All students are required to be N95 mask fit tested prior to beginning clinical rotations.

Liability Insurance

All students are required to carry current personal liability insurance at the minimal $2,000,000 / $6,000,000 level. Verification of insurance status is required prior to beginning clinical experiences and annually during enrollment in clinical nursing courses. Students ***will not*** be permitted in the clinical setting without active liability insurance coverage on file in Box. The clinical absence policy will be applied in this instance. It is the student's responsibility to maintain current liability insurance.

Personal Health Insurance

All students are required to have personal health insurance once accepted into the nursing program. Students ***will not*** be permitted in the clinical setting without verification of personal health insurance on file in Castle Branch. The clinical absence policy will be applied in this instance. It is the student's responsibility to maintain current personal

health insurance. If a student is injured in clinical, it is their responsibility for payment for any received health care services.

Background check —Prelicensure BSN Students and RN to BSN Students

All students are required to have a criminal history and sexual offender check once accepted into the nursing program. Students ***will not*** be permitted in the clinical setting without verification of criminal history and sexual offender checks on file in Castle Branch. The clinical absence policy will be applied in this instance. It is the student's responsibility to obtain criminal history and sexual offender check. For information concerning criminal convictions and impact on ability to take the licensure exam in Virginia, refer to the Board of Nursing.

Registered Nurse (RN) Licensure—RN to BSN Students

Admission to the RN to BSN program is limited to students who hold a current license to practice as a registered nurse in Virginia or another jurisdiction. During initial enrollment, students are responsible for providing the license number and expiration date to the nursing department. When licensure is renewed, students are requested to provide the new expiration date to the Department of Nursing. If there is a change in licensure status the student must notify the department chair.

CLINICAL PRACTICE POLICY / ANNUAL REVIEW OF OSHA INFORMATION

All pre-licensure BSN students are responsible for reviewing and maintaining clinical requirement compliance based on site requirements. Students are required to complete mandatory training in Safety Orientation, Blood-Borne Pathogens, Infection Control, HIPPA, and Hazardous Materials ***annually***, before the clinical experiences in the fall semester.

All RN to BSN students must complete this annual update and are required to submit documentation to the Department of Nursing.

PROCEDURE FOLLOWING ACCIDENTAL EXPOSURE TO BLOOD OR BODY FLUIDS

Testing is mandatory after any accidental exposure incident. All clinical agencies require students or faculty to report all patient / practitioner exposure incidents to the appropriate supervisor and comply with follow-up testing. Confidentiality is maintained for the patient as well as the student or faculty member.

If an exposure incident occurs, students are expected to adhere to the following guidelines:

1. Students should notify their clinical instructor immediately.
2. Agency policies related to the reporting, testing, treatment and counseling must be followed.
3. A Variance Report (see next section) is completed and placed in the individual's file

PROCEDURE FOLLOWING A CLINICAL VARIANCE

The Variance Report is to be completed by the student with the assistance of the clinical instructor if any untoward event should occur in the clinical area, including patient falls, medication errors, errors of omission, accidental exposure to blood or body fluids. The form will be brought to the Department of Nursing by the clinical faculty member as soon after the event as possible, making the course coordinator and the department chair aware of the situation. Faculty are also required to complete the form required by UVA Wise. The form is found in Box.

UNIFORM REQUIREMENTS

1. Uniforms must comply with the dress code of the cooperating agency during clinical experiences.

2. White laboratory coats over appropriate street clothes will be worn during orientation, tours, observational experiences or clinical preparation time as directed by the instructor.

3. Hair (including facial hair) should be neatly styled. Hair below the top of the shoulders is to be worn off the collar to prevent it from falling forward. Hair color is preferred to look natural, however, one unnatural hair color is allowed as long as it aligns with the facility requirements.

4. Engagement rings, wedding rings, and post earrings are the only jewelry to be worn. Some clinical settings may prohibit the wearing of jewelry entirely. Badge clips or reels should be able to be cleaned and free from any offensive pictures or language.

5. Cosmetics are to be worn in moderation; do not wear perfume and/or cologne.

6. Fingernails must be short, smooth and rounded; no nail polish is to be worn. <u>False fingernails are not permitted in the clinical setting</u>.

7. Body piercing jewelry that is visible is not to be worn during the clinical rotation, with the exception of small earrings (2 maximum/ear) that do not dangle below the earlobe.

8. Tattoos –Visible tattoos are not to portray violence, or include profanity, sexually explicit pictures or descriptions or discriminatory in nature. Depending on the agency's policy facial, neck of full-Sleeve tattoos may be required to be covered with makeup, bandages, or clothing.

9. Required items for clinical: a watch with a second hand, a stethoscope with a diaphragm and bell, bandage scissors, a pocket pen light, a pen and paper.

Uniform Requirements —Prelicensure BSN students

1. All students will wear red-colored Cherokee or other brands of scrubs that have the same red color to clinical, with the **proper identification** affixed to the uniform. The white laboratory coat will have The University of Virginia's College at Wise patch on the left upper sleeve.

2. Students should wear white, gray, or black shoes with minimal decorations (no canvas, no clogs) and white stockings with skirts or socks with pants. Shoes and laces should be clean and in good condition.

3. It is required that the students purchase the nursing student uniform and laboratory coat before entering their clinical experiences. Student uniform is required to be worn for on-campus skills and simulation labs. It is suggested that two sets of uniforms be purchased.

4. White laboratory coats or white, gray or red (color consistent with the red scrubs) uniform jackets may be worn with the school uniform.

5. Uniforms and lab coats must be clean, intact, and free of wrinkles and stains.

6. Students may wear a white or black long sleeve shirt under the red uniform if needed. No sweatshirts, pullovers, or hoodies are allowed.

The following are inappropriate for clinical attire at any time: jeans, t-shirts, athletic attire, sandals, sundresses, mini-skirts or shorts, bare feet without stockings/socks, or excessive jewelry. **If uniform policies are not adhered to, the student will not be allowed to participate in clinical experiences, resulting in an unexcused clinical absence.**

Name Pins

Each student is responsible for obtaining a name pin that identifies the student as a nursing major enrolled at The University of Virginia's College at Wise. This name pin must be worn at all times in the clinical setting, and should be in the following format:

Black name pin (1" X 3") with centered silver lettering

Traditional BSN Student	RN to BSN Student
First initial, Last name, SN	First initial, Last name, RN
UVa-Wise BSN Student	UVa-Wise BSN Student

Students are to order the pins from Impressions and must have The University of Virginia's College at Wise logo engraved on them.

Students will be required to wear their UVA Wise student ID during clinical, skills labs, and simulation experiences. This picture identification card will be displayed in a plastic badge holder with a clip or pin that can be attached to the uniform.

Supply Kits

Prior to the beginning of classes in the fall semester of the junior year, pre-licensure BSN students **must** purchase a supply kit from the College bookstore. This kit will provide the students with supplies needed for skill laboratory practice. **Failure to purchase this kit prior to the start of the semester will result in the student's possible exclusion from class and may result in a course failure.**

ATI STANDARDIZED TESTING—PRE-LICENSURE BSN STUDENTS

Each semester, students will be required to complete computerized testing activities through Assessment Technologies, Inc. (ATI) The testing modules are intended to facilitate learning and remediation throughout each course as needed and on an individual basis. The purchase of the testing modules is required at the beginning of each semester. Failure to purchase the testing module will result in the student's exclusion from class and will result in a course failure if the student does not perform the testing as required by the course instructor.

The ATI tests are administered across the curriculum. Content specific test administered include: Fundamentals, Pharmacology, Psychiatric/Mental Health, Medical-Surgical, Obstetrics, Pediatrics, Community Health. In the final semester, students are required to take a Comprehensive Predictor exam that predicts NCLEX-RN® licensure exam success.

Except for the Comprehensive Predictor, and unless otherwise stated in the course syllabus, the ATI practice and proctored test count as 10% of the grade for the course in which the ATI is administered. For each content exam, students are required to take two ATI practice tests and one proctored test. Students must score 90% on both practice tests a minimum of 23 hours prior to the scheduled proctored test to be eligible to test. Students may only take the practice test once in a 72-hour period.

The ATI practice and proctored tests must be completed individually with no assistance from other students or sources, other than the ATI book or textbooks for practice tests only.

10% of the course grade for content exams is determined as follows, unless more than one ATI content exam is offered in a course.:

Level 3 = 100
Level 2 = 90
Level 1 = 80
Below Level 1 = Raw Score

Students who achieve a level 2 or 3 can choose to use the above converted level score as their final exam grade ONLY if 90% or above is achieved on both practice tests. However, the ATI exam is not used as part of the calculated grade to determine the exam average. The ATI exam may not be used for a course final if the ATI exam is not specifically related to the course in which it is required.

Junior students who do not pass all required ATIs (Fundamentals, Mental Health, and Pharmacology) with a Level 2 or higher must enroll in a three-hour remediation course in the subsequent fall semester.

Senior students who do not pass the Medical-Surgical, Pediatrics and Obstetrics content exams with a Level 2 or higher must enroll in a three-hour remediation course the spring semester of the senior year.

Proctored Comprehensive Predictor ATI

Students are required to take the Comprehensive Predictor ATI and pass with a 90% predictability of passing NCLEX on the first attempt. Students who do not achieve a 90% predictability must complete a written focused review and retake an additional Comprehensive Predictor ATI. The remediation notes are due prior to the last day of the course. Students are required to submit remediation to receive a final grade for the course.

PREGNANCY

Pregnant students may continue in the nursing program at their own risk. A student must have written consent from the attending physician on file in the nursing office. The College assumes no liability for injury to the student or to the fetus. Students who choose to continue in the nursing program must continue to comply with nursing program policies. The faculty is not obligated to provide additional time for clinical experiences.

INCLEMENT WEATHER POLICY

The University of Virginia's College at Wise cancels classes and closes offices when inclement weather is a threat to faculty, staff, and student safety. In such circumstances, the decision is made by appropriate administrative offices. An announcement is placed on the College telephone snowline (376-4760, 376-4SNO) and on area radio and television stations. Commuter students who are unable to attend classes because of inclement weather are allowed to make up academic work missed and should confer with their professor. If the weather is worsening, the announcement may change, so commuter students should continue to check the snowline, the news media for updates, or our website at www.uvawise.edu.

Many clinical experiences begin before the College decisions regarding class cancellation are made or conditions affecting the College may not impact activity at the clinical site. The clinical instructor will make the decision to delay or cancel clinical. The student is responsible for checking with his/her clinical instructor regarding cancellation of clinical experiences which are off campus. For rapid notification of clinical changes to students are sent by text, email or notification on the course Canvas page. If the student is unable to attend clinical due to local weather conditions, the student must contact the clinical instructor at least one hour prior to the required clinical start time, as well as the assigned nursing unit.

Nursing Department Snow Schedule

Junior and Seniors: 9:30 -1 2:10 and 1:10 - 3:50
Sophomores: Refer to the UVA Wise Website for Snow Delay Schedule

ANTICIPATED/APPROXIMATE COSTS OF THE NURSING PROGRAM (IN ADDITION TO REGULAR COLLEGE TUITION/FEES)

a) Liability insurance each year – approximately $45.00/student
b) Criminal Background checks – approximately $35.00/student
c) Drug test – approximately $45/student
d) Transportation to and from clinical sites – approximately $500.00 per student
e) Uniform requirements – Approximately $200.00 per student per one-time cost
f) Nursing supply kits – approximately $115.00/student
g) ATI student testing over the entire program—approximately $1,400 to be divided into two payments, which will be in the fall semester of the junior and senior year.
h) Meals when in clinical away from college – approximately $150.00 per student per semester
i) Registration/travel/hotel for special events such as legislative day in Richmond and Student Nurses Association events – approximately $150.00 per student per year
j) Immunization updates – varies

k) Up-to-date physical examination prior to clinical rotations – varies
l) Must have up-to-date health insurance - varies
m) Up-to-date CPR – approximately $50.00 per student/year
n) State board examination (NCLEX-RN®) immediately after graduation – approximately $400.00 per student/onetime cost for seniors
o) Professional textbooks/other resources – on average nursing students spend about $600.00 dollars per semester for textbooks
p) Student Nurse Association Fees – approximately $ 90 per student

GENERAL DEPARTMENTAL INFORMATION

Full-time Faculty and Staff Offices and Numbers

All numbers use the 276 area code

Ms. Kimberly Lawson Pippin Wyllie 127 376-4690 kal6j@uvawise.edu
Department of Nursing Office Manager

Dr. Nancy Haugen Pippin Wyllie 128 328-0275 nhaugen@uvawise.edu
Professor & Department Chair, Kathleen Strunk Endowed Chair

Ms. Miranda Cashio Pippin Wyllie 135 376-4521 mjc9cp@uvawise.edu
Senior Instructor

Ms. Brandy McCarroll Pippin Wyllie 134 328-0241 bmm8u@uvawise.edu
Senior Instructor

Ms. Dawn Meade Pippin Wyllie 118 376-1062 dlm8c@uvawise.edu
Seinor Instructor

Dr. Christine Mullins Pippin Wyllie 129 229-4703 mvz6qa@uvawise.edu
Associate Professor and MSN-FNP ProgramCoordiantor

Ms. Renee Stanley Pippin Wyllie 130 376-4583 rvs8a@uvawise.edu
Senior Instructor

Ms. Cassidy Hughes Pippin Wyllie 133 376-1030 cjl3t@uvawise.edu
Instructor

Ms. Summer Buchmeier Pippin Wyllie 117 328-0242 yts7zn@uvawise.edu
Instructor

Ms. Machelle Mullins Pippin Wyllie 131 376-3436 eub9yz@uvawise.edu
Nursing Marketing & Recruitment Coordinator

Ms. Sarah Bolling Pippin Wyllie 132 533-4970 srb3r@uvawise.edu
Nursing Student Support Specialist

NURSING SKILLS LAB

The Skills Labs and Simulation Center are located Pippin-Wyllie Hall. The Center provides a variety of materials and services for students enrolled in the nursing major. Students who wish to practice skills may request to use the lab during regular business hours only, except for when a laboratory is already scheduled.

Campus Police do not have access to allow students into the labs.
Students are urged to use the skills lab to practice outside of class and:

- Request equipment, materials, and books that would be useful in the laboratory;
- Do not remove computers from assigned areas at the college
- Report any problems with equipment;
- Ask for assistance when needed; and
- When you are the last one to leave the lab, turn off the equipment and the lights and close the door.

When students are in the lab during simulation sessions, proper attire is required, including a lab coat and either proper street clothes or scrubs. If a student is not properly attired, they will be sent home to change, resulting in an unexcused tardy or absence.

COMMUNICATION

The Department of Nursing information TVs are located in the lobbies of the first and second floor of Pippin-Wyllie Hall to provide general information to all nursing students. Nursing students are responsible for reviewing the information provided on a regular basis for information that may affect them. Information regarding students is relayed through the faculty during class time or by letter when necessary. The minutes of meetings of the nursing faculty are available for review by request from the department chair.

Students may also communicate with faculty through computer online electronic mail and telephone voice mail. Students are required to use their UVA-Wise college e-mail accounts for all correspondence for classes and with faculty and other students.

Email Etiquette

All emails to faculty or staff should be sent via the UVA Wise system. The subject line should include the name of the course and section number where appropriate The body of the email should explain what your issue or concern is; making sure to provide enough information to help the faculty help you; including the specific assignment along with your concern. However, before sending an email, you should review the course syllabus, the Canvas course page and Module, and assignment requirements to make sure the answer is not already available to you.

Emails sent Monday – Friday can expect a response within 24 – 48 hours. Emails sent on Weekends may not receive a response until Monday of the following week.

STUDENT REPRESENTATIVES

Students in each class select a representative for the Department of Nursing Student/Faculty Advocacy Committee. Meetings are held at least once a semester. Student representatives meet with faculty representatives and the department chair to discuss the curriculum, program policies, and student / faculty concerns. Student representatives may ask classmates for information to take to the meetings, and students may convey information to department faculty by contacting their student representative.

FINANCIAL SCHOLARSHIPS AND AWARDS

The Financial Aid Office at UVA-Wise can assist students to obtain on and off campus scholarships. It is recommended that the Free Application for Federal Student Aid (FAFSA) be completed at the time of acceptance into the nursing major to facilitate any financial awards through the department. The department chair can also be of assistance for on campus nursing scholarships.

HONORS AND AWARDS

The Department of Nursing has established the following honors and awards that are awarded annually upon vote of the faculty:

The **Outstanding Graduate in Nursing Award** was established by Department of Nursing faculty in 1995 in honor of the inaugural class. The award is based on academic performance, College and community service, and commitment to the nursing profession and is awarded to one graduating senior annually.

The **Velta Holyfield Memorial Scholarship** was established by family and friends in memory and honor of Velta Holyfield, an outstanding nurse educator in Wise County. One or more awards are made to rising seniors based on academic achievement, leadership potential, and motivation and talent for excellence in nursing practice.

The **Karen Denice Lane Nursing Challenge Award** recognizes a graduating senior who has coped with the challenges of obtaining a degree, demonstrated high academic achievement and excellence in nursing practice, and is committed to community service and life-long learning.

The **Dr. Betty M. Johnson Clinical Excellence Award** honors the late Dr. Betty Johnson, the Department of Nursing's founding Chair. Dr. Johnson worked to bring a quality baccalaureate nursing program to Southwest Virginia. She was a founding member of the American Association of Colleges of Nursing's accrediting body, the Commission on Collegiate Nursing Education, of which the Department of Nursing has been a member since inception. This award is given to a student who exhibits the highest standard of care in clinical practice.

The **Nursing Department Honors** recognizes graduating seniors who have earned an overall GPA of 3.5 or higher.

ATI Honors recognizes graduating seniors who have made the benchmark on every ATI test throughout the program.

NURSING STUDENT ORGANIZATIONS

Student Nurses Association (SNA)

The Student Nurses Association (SNA) was established at The University of Virginia's College at Wise in 2005. The purposes of the SNA are to contribute to nursing education, to provide programs representative of fundamental interests and concerns to nursing students, and to aid the nursing student in development of the person, the professional role and the responsibility for health care. All pre-nursing and nursing prelicensure students are eligible for membership. Pre-licensure nursing students are required to join the Student Nurses Association. Officers are elected each year in the spring semester to serve a one-year term.

Betta Kappa Chapter – Sigma Honor Society for Nurses

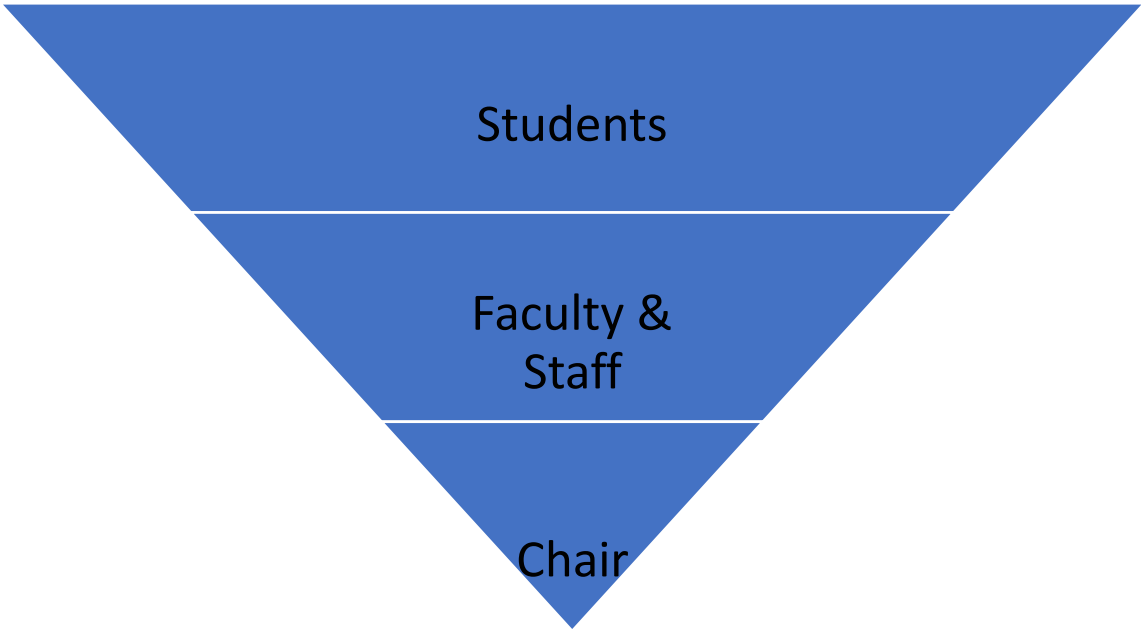
FROM SIGMA INTERNATIONAL WEBSITE (HONOR SOCIETY IN NURSING):

Membership is by invitation to baccalaureate and graduate nursing students, who demonstrate excellence in scholarship, and to nurse leaders exhibiting exceptional achievements in nursing. Sixty-one percent of active members hold master's and/or doctoral degrees. Forty-eight percent are clinicians, 21 percent are administrators or supervisors, and 20 percent are educators or researchers.

Both junior and senior nursing students who have completed at least 1/2 of the nursing curriculum, rank in the upper 35 percent of their graduating class and have achieved academic excellence (at schools where a 4.0 grade point average system is used, this equates to at least a 3.0) may be nominated.

For mor information about the nursing honor society:
From https://www.sigmanursing.org/why-sigma/sigma-membership/membership-faqs

DEPARTMENT OF NURISNG ORGANIZATIONAL CHART



STUDENT COMPLAINTS

If students have complaints, they are encouraged to discuss them with their faculty. Should the resolution not meet the student's satisfaction, the department chair should be consulted.

If a student has issues, concerns, or needs that are not adequately addressed through the Department of Nursing, they should contact the Office of the Provost.