



COLLEGE OF HEALTH PROFESSIONS

SCHOOL OF NURSING

MSN Student Handbook

A Supplement to the
Marshall University Student Handbook

2017 - 2018

**Prichard Hall
One John Marshall Drive
Huntington, WV 25755-9510**

This handbook is developed for students entering the College of Health Professions, Masters of Science in Nursing (MSN).

Students are expected to read the Marshall University Catalog and the MSN Student Handbook, supplement.

The Masters of Science in Nursing Program is accredited by the:

**Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, Georgia 30326
acenursing.org
404-975-5000**

ACEN is a resource for information on the tuition and fees, and length of the programs.

INCLEMENT WEATHER

In the event of inclement weather students may call the School of Nursing 696-6751 or general campus 696-1370 or South Charleston 746-1991. Listen to radio/tv for University closing.

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*Notice to All Distant Students: Textbook orders/syllabi may be placed through the Marshall University Graduate College Bookstore in South Charleston. To place an order call 1-800-642-9842 ext. 6-2501 or online at www.marshall.grad.bkstr.com.

**COLLEGE OF HEALTH PROFESSIONS
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IMPORTANT PHONE NUMBERS: Marshall University

Alumni Affairs	Erickson Alumni Center	696-3134 1-800/682-5869
Artists Series	Smith Hall - 160	696-6656
Athletic Ticket Office	Henderson Center - 2022	696-4373
Bookstore		
Textbooks	Memorial Student Center	696-2461
Medical Books	Memorial Student Center	696-2457
Office Supplies	Memorial Student Center	696-2463
Manager	Memorial Student Center	696-2456
Bursar's Office	Old Main - 101	696-6620
Campus Christian Center		696-2444
Counseling Service	Prichard Hall - South Lobby	696-3111
Financial Aid, Student	Old Main - 116	696-3162
Graduate College	Old Main - 113	696-6606
Graduate Student Council	Old Main - 113	696-3365
Health Science Library	1600 Medical Center D2, Suite 2400 Huntington, WV 25701-3655	691-1750
Health Services, Student	1600 Medical Center Drive Huntington, WV 25701	691-1106
Identification Card	MU Memorial Student Center Basement	696-6843
Joan C. Edwards Playhouse Ticket Office	Joan C. Edwards Fine Arts Center	696-2787
Legal Aid Advisor	Memorial Student Center - 2W23	696-2285
Newman Center	1609 Fifth Avenue	525-4618
Public Safety/Security	Welcome Center	696-4357 696-HELP
Registrar	Old Main – Room 106	696-6410

SCHOOL OF NURSING
Academic Calendar of Events: FALL 2017

August 14-18	Registration/Schedule Adjustment
August 21	First Day of Class
August 21-25	Late registration/schedule adjustment (add-drop)
September 2-4	University Computing Services Unavailable
September 4	Labor Day Holiday – University Closed
September 15	Application for December Graduation due in Academic Dean’s Office
September 22	Last day to drop 1st 8 week’s course
October 2	Final draft of thesis/dissertation delivered to committee chair
October 11	Midterm, 1st 8 weeks’ courses end
October 27	Last day to drop a full semester individual course
October 30	Recommended date to apply for May 2017 graduation
October 30- December 8	Complete withdrawals only
November 14	Last day to drop 2nd 8 week’s courses
November 20	Advance Registration for Spring Semester open to all admitted/readmitted students
November 20-25	Thanksgiving Break
November 23-24	Thanksgiving Holiday, University Offices closed
November 27	Classes resume
December 4- December 8	“Dead Week”
December 8	Last day to completely withdraw from fall semester
December 8	Last class day
December 11-15	Finals
December 14	Approved Thesis/Dissertation must be submitted to the EDT website. Electronic Thesis and Dissertation form and graduation fee receipt submitted to the Graduate College Office
December 16	Commencement for December Graduation
December 22 - January 1	University Offices Closed

SCHOOL OF NURSING
Academic Calendar of Events: SPRING 2018

January 2	University Offices reopen
January 2-5	Registration/Schedule Adjustment
January 8	First Day of Class
January 8-12	Late registration/schedule adjustment (add-drop)
January 15	Martin Luther King, Jr. Holiday - University Closed
February 2	Application for May graduation due in Academic Dean's Office
February 9	Last day to drop 1st 8 week's courses
February 28	Midterm, 1st 8 weeks' courses end
March 16	Last day to drop an individual course
March 19-24	Spring Break - Classes Dismissed
March 26 - April 27	Complete Withdrawals Only
March 26- March 30	Advance Registration for Summer Session for currently enrolled students
April 9-20	Advance Registration Fall semester for currently enrolled students
April 3	Last day to drop 2nd 8 week's courses
April 23 – 27	“Dead Week”
April 27	Last class day and last day to completely withdraw for spring semester
April 30 - 4	Finals
May 3	Approved Thesis/Dissertation must be submitted to the EDT website. Electronic Thesis and Dissertation form and graduation fee receipt submitted to the Graduate College Office
May 5	Spring Commencement Exercises
May 7 – Aug 12	Summer School Sessions

MARSHALL UNIVERSITY MISSION STATEMENT

Marshall University is a multi-campus public university providing innovative undergraduate and graduate education that contributes to the development of society and the individual. The University actively facilitates learning through the preservation, discovery, synthesis, and dissemination of knowledge.

Marshall University will:

- Provide affordable, high quality undergraduate and graduate education appropriate for the state and the region;
- Provide services and resources to promote student learning, retention, and academic success;
- Foster faculty staff, and student outreach through service activities;
- Provide a safe and secure employee work environment;
- Make instruction available throughout Marshall's service area using all appropriate modes of delivery;
- Enhance the quality of health care in the region;
- Promote economic development through research, collaboration, and technological innovations;
- Educate a citizenry capable of living and working effectively in a global environment;
- Support and strengthen the faculty, staff, student, and administrative governance structures to promote shared governance of the institution;
- Further the intellectual, artistic, and cultural life of the community and region; and
- Adhere to the Marshall University Creed and to the Statement of Ethics.

Revised 05/04
Revised 02/03

***SCHOOL OF NURSING
MISSION STATEMENT***

Marshall University School of Nursing endeavors to be regionally recognized for innovative programs in nursing education, scholarship, and interdisciplinary partnerships that improve the health and well-being of the individual, family, and society.

Mission

To provide quality, innovative education to improve the health and well-being of the individual, family, and society.

COMPARISON OF MU AND SCHOOL OF NURSING MISSION

Marshall University Mission Statement	School of Nursing (SON) Mission Statement
Provide affordable, high quality undergraduate and graduate education appropriate for the state and the region.	Nursing is committed to offering quality undergraduate and graduate nursing education.
Provide services and resources to promote student learning, retention, and academic success.	Ensures the integrity of the programs through maintenance of rigorous professional educational standards and through high expectations of student learning and performance.
Foster faculty, staff, and student outreach through service activities.	Encourages involvement of faculty in service to society and the profession.
Make instruction available throughout Marshall's service area using all appropriate modes of delivery.	While not identified in the SON mission, the SON is committed to making instruction available throughout the region as evidenced by our delivery of courses in the BSN program to South Charleston and Point Pleasant
Enhance the quality of health care in the region.	The focus of Nursing is upon being interactive with the community in assessing the health care needs of the people, including rural and underserved areas, and in responding to contemporary and future needs of society...
Promote economic development through research, collaboration, and technological innovations.	Supports the engagement of faculty in research and scholarly activities.
Educate a citizenry capable of living and working effectively in a global environment.	Provides an environment that is sensitive to a culturally, racially, and ethnically diverse student body, faculty, and staff.
Support and strengthen the faculty, staff, student, and administrative governance structures to promote shared governance of the institution.	Maintains an environment that provides for academic freedom and shared governance

Revised SON Faculty 02/04
 Revised SON Faculty 02/03
 Revised SON Faculty 2/26/01
 Approved SON Faculty 3/24/97

MARSHALL UNIVERSITY
SCHOOL OF NURSING
STATEMENT OF PHILOSOPHY

PERSON/ENVIRONMENT

The person is a holistic being; an individual who is complex, dynamic, and cannot be reduced to the sum of his/her parts. Each person has values, attributes, and behaviors that are influenced by environment, culture, social norms, experiences, physical characteristics, moral and ethical constructs, and religious beliefs and practices. The person is viewed as a system interacting with the environment and developing relationships with others. The person is capable of growth and development, self-direction, change and goal directed behavior. Each person is diverse and unique in nature and should be recognized as such. Diversity may occur in, but is not limited to, race, gender, ethnicity, sexual orientation, age, socioeconomic status, religious beliefs, political beliefs, and physical abilities. Each person deserves respect and dignity.

HEALTH

Health is a dynamic process which has variations along a wellness/illness continuum throughout the lifespan. Wellness is the highest functional potential for holistic well-being. Illness incorporates any alteration in health which produces dysfunction or a potential alteration in the individual. Perceptions of health are determined by society and by the person. Health is influenced by heredity, environment, and lifestyle. Individuals ultimately have the right and responsibility to make decisions and set goals concerning their health.

NURSING

“Nursing is the protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of individuals, families, communities, and populations.” (ANA, 2010, p. 3) Nursing involves integration of many values including caring, diversity, integrity, holism, patient-centeredness, and excellence. Caring is the essence of nursing and can be described as the act and expression of compassion and concern towards others to promote a sense of health and well-being. Diversity is integrated into nursing through recognition and acceptance of unique and individual differences and the beliefs, values, gender, race, and ethnicities among individuals and communities. Nursing practice demonstrates integrity through adherence to moral and ethical principles, respecting the dignity of others and providing honest and trustworthy care. Nursing is patient-centered where the patient is the focus of care and is actively involved in the process of change to enhance health. The value of holism is integrated by viewing the individual as a dynamic being and every aspect of the human condition is considered during the nursing process. Nursing is a dynamic profession continuously striving for excellence. The practice of professional nursing incorporates a spirit of inquiry and judgment utilizing knowledge and science to help patients achieve their highest level of wellness. Nursing practice is performed autonomously and collaboratively.

EDUCATION

Education is an interactive, life-long process, which includes formal education and life experiences contributing to self-fulfillment. Learning is fostered in the cognitive, affective, and psychomotor domains. The educational process occurs in an environment which is conducive to

¹ANA. (1980) *Social Policy Statement*

learning by encouraging self-direction and active student participation. Faculty members facilitate learning through the identification of content and experiences necessary for students to integrate knowledge and skills of contemporary nursing practice. Experiences are designed to address the health care needs of patients in a variety of settings.

Baccalaureate nursing education provides a general education with an introduction to multiple disciplines including fine arts, social sciences, natural sciences and humanities. Baccalaureate education in nursing is the basis for professional practice as a nurse generalist and should be accessible to traditional students and to those who have previous formal educational experiences. It also provides students with the education needed to develop critical thinking skills. Consideration is given to the needs of diverse populations of the 21st century while providing culturally-competent care in a safe, nurturing environment within a complex and changing health care system. This level of education is guided by a spirit of inquiry focused on improvement and delivery of nursing services through evidence-based practice. The professional practitioner is prepared to make critical decisions regarding health care based upon competencies and standards for patients across the lifespan, whether individuals, families, groups, or communities. An individual's responsibility for continued self-learning, professional growth, and the advancement of nursing as a profession is fostered and expected. Baccalaureate nursing education is the foundation for graduate study.

Graduate nursing education builds upon baccalaureate nursing education. The hallmark of graduate education is the scholarly exploration of theoretical and clinical concepts. It prepares graduates to practice an advanced level of professional nursing in clinical, administrative or academic positions. Graduate nursing education provides the foundation for doctoral studies.

The above philosophy was developed and revised incorporating a broad range of materials but not limited, to:

American Association of Colleges of Nursing. (2009). *The Essentials of Baccalaureate Education for Professional Nursing Practice: Faculty Tool Kit*. Washington, D.C: AACN.

American Association of Colleges of Nursing. (2011). *The Essentials of Master's Education in Nursing*. Washington, D.C: AACN.

American Association of Colleges of Nursing. (2009). *The Essentials of Master's Education for Professional Nursing Practice: Faculty Tool Kit*. Washington, D.C: AACN.

American Nurses Association. (2010). *Nursing's Social Policy Statement*. (3rd Ed.)

National League for Nursing. (2010). *Outcomes and Competencies for Graduates of Practical/Vocational, Diploma, Associate Degree, Baccalaureate, Master's, Practice Doctorate, and Research Doctorate Programs in Nursing*. New York: National League for Nursing.

Revised 09-01-89
Reviewed 04-25-94
Revised 11-28-94
Reviewed 02-27-95
Revised 04-24-95
Reviewed 03-24-97
Revised 02-26-01
Revised 02/03
Revised 02/04
Revised, Approved by the SON Faculty 05/09/2011

¹AACN. (1996) *Essentials of College and University Education for Professional Nursing*

<p style="text-align: center;"><i>MSN PROGRAM</i> <i>PURPOSE AND PROGRAM OUTCOMES</i></p>

PURPOSE

The purpose of the Master of Science in Nursing Program is to prepare graduates for advanced practice nursing in a variety of practice settings, particularly in rural and/or underserved communities. The program also prepares nurses for leadership roles in the administration of clinical services in a variety of community-based or acute care provider agencies.

Approved by SON: 09/01/89
Revised by SON: 10/28/96
Reviewed by SON: 03/24/97

MARSHALL UNIVERSITY MSN PROGRAM OUTCOMES

- Provide a foundation for doctoral study
- Provide knowledge base for high performance on certifying exams
- Maintain high completion rates of students
- Provide graduates to meet employer needs
- Provide graduates to meet areas of specialization and other fields
- Maintain high employment of graduates
- Provide recruitment to maintain Master's Program

GRADUATE STUDENT LEARNING OUTCOMES (revised 8/17)

1. The graduate identifies nursing clinical, administrative, or educational problems and develops practical solutions/guidelines utilizing current theory, research, and critical and creative thinking.
2. The graduate applies specialized knowledge in the individual areas of emphasis (Nursing Administration [NA], Nursing Education [NE], Family Nurse Practitioner [PMHNP], Nurse Midwife [NMW], and Psychiatric/Mental Health Nurse Practitioner [PMHNP]).
3. Graduates will perform activities of selected role in alignment with clinical practice standards and a professional code of ethics. Activities include: synthesizing knowledge, proficient user of information and evidence, leading, integrating current evidence, engaging in quality improvement, performing teaching and coaching roles, and communicating effectively within the professional role.

Approved by SON: 09/01/89
Revised by SON: 03/24/97
Revised by NFO: 08/17/98
Revised by NFO: 01/25/99
Revised 01/03
Revised 01/04
Revised 4/09
Revised 2016

MSN AREAS OF EMPHASIS

CURRICULUM

Course work in the Master of Science in Nursing Program incorporates the classroom, laboratory, and clinical modes of instruction. All nursing students have experiences with rural and/or underserved populations as part of the State initiatives for primary health care. The Master of Science in Nursing program requires the completion of a minimum of 41 hours of credit for the family nurse practitioner area of emphasis, 36 hours of credit for the nursing administration area of emphasis; 36 hours of credit for the nursing education area of emphasis and 44 hours of credit for the Nurse Midwifery area of emphasis, and 48 hours for psychiatric mental health nurse practitioner.

Upon successful completion of the MSN-FNP program, and depending on area of emphasis, graduates are eligible to take the American Academy of Nurse Practitioners (AANP) Certification Examination for Adult and Family Nurse Practitioners and/or the American Nurses' Credentialing Center (ANCC) Certification Examinations for Family Nurse Practitioners. The Nurse Midwifery graduates are eligible to take the American College of Nurse Midwives certification exam. Graduates of the MSN-NUR ADM program are eligible to take the ANCC Certification Examination for Nursing Administration or Nursing Administration, Advanced depending on their experience and stage of professional development. The MSN-Nursing Education graduates are eligible to take the NLN Certification Nurse Educator Exam depending on their experiences.

The program purpose is achieved through three program components. The core curriculum (12 credits) focuses on knowledge and skills related to nursing and related theories, leadership, advanced nursing research, and issues.

The family nurse practitioner area of emphasis (29 credits) provides an opportunity to develop competency as a family nurse practitioner.

The nurse midwifery area of emphasis (44 credits) provides an opportunity to develop competency as a nurse midwife.

The psychiatric mental health component (52 credits) provides an opportunity to develop competency as a psychiatric mental health nurse practitioner.

The nursing administration component (18 credits) provides an opportunity to acquire knowledge and skills necessary to administer/manage rural/underserved primary care agencies, home health care, and other health care agencies or units.

The nursing education component (21 credits) provides an opportunity to apply advanced nursing knowledge to nursing education and to develop competency in the areas of educator, scholar and collaborator.

The elective component (3-6 credits) for the NE and NA areas of emphasis allows students to choose one of four options: 1) thesis, 2) role development courses in teaching, or 3) elective courses related to the student's area of interest, or 4) organizational dynamics or financial strategies in administration.

PLAN OF STUDY

The MSN-FNP program can be completed over a period not to exceed 7 calendar years from date of first class enrollment. The MSN-NUR ADM and MSN-Nursing Education programs can each be completed in one calendar year of full-time study, or over a period not to exceed 7 calendar years from date of first class enrollment. Graduate nursing courses, except NUR 620, 621, 663 & 664, for Nurses in Advanced Practice, are open only to those students admitted to the nursing program.

MSN FAMILY NURSE PRACTITIONER PLAN OF STUDY

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (29 credits)		
NUR 620 Advanced Pathophysiology I	2	
NUR 621 Advanced Pathophysiology II	2	
NUR 622 Advanced Physical Assessment	5	
NUR 624 Advanced Family Nursing Practice I	5	
NUR 626 Advanced Family Nursing Practice II	5	
NUR 663 Advanced Pharmacology I	2	
NUR 664 Advanced Pharmacology II	2	
NUR 695 Internship: Advanced Family Nursing	6	
TOTAL	41	

Rev. 4/08

POST MASTER'S CERTIFICATE: FAMILY NURSE PRACTITIONER

The purpose of the Post Master's Certificate in Family Nurse Practitioner program is to prepare nurses, who have a Master of Science in Nursing degree, as family nurse practitioners. The graduates of this program are eligible to take the American Academy of Nurse Practitioner (AANP) Certification Examinations for Adult and Family Nurse Practitioner and/or the American Nurses' Credentialing Center Certification Examination for Family Nurse Practitioner.

Area of Emphasis Component Courses (29 credits)	CREDITS	AWARDED
NUR 620: Advanced Pathophysiology I	2	
NUR 621: Advanced Pathophysiology II	2	
NUR 622: Advanced Physical Assessment	5	
NUR 624: Advanced Family Nursing Practice I	5	
NUR 626: Advanced Family Nursing Practice II	5	
NUR 663: Advanced Pharmacology I	2	
NUR 664: Advanced Pharmacology II	2	
NUR 695: Internship: Advanced Family Nursing	6	
TOTAL	29	

**MSN NURSING ADMINISTRATION
PLAN OF STUDY**

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (18 credits)		
NUR 642: Organizational Dynamics in Nursing	3	
NUR 644: Financial Strategies in Nursing Administration	3	
NUR 646: Nursing Management in Health Care Settings I	6	
NUR 648: Nursing Management in Health Care Settings II	6	
Elective Component Courses (6 credits)		
NUR 681: Thesis	6	
NUR 616: Curriculum Development in Nursing	3	
NUR 618: Teaching in Nursing	3	
Other approved electives		
TOTAL	36	

POST MASTER’S CERTIFICATE: NURSING ADMINISTRATION

The purpose of the Post Master’s Certificate in Nursing Administration is to prepare nurses, who have a Master of Science in Nursing degree, as nursing educators. The graduates of this program are eligible to take the American Nurses’ Credentialing Center (ANCC) Certification Examination for Nursing Administration or Nursing Administration, Advanced.

Area of Emphasis Component Courses (18 credits)		
NUR 642: Organizational Dynamics in Nursing	3	
NUR 644: Financial Strategies in Nursing Administration	3	
NUR 646: Nursing Management in Health Care Settings I	6	
NUR 648: Nursing Management in Health Care Settings II	6	
TOTAL	18	

**MSN NURSING EDUCATION
PLAN OF STUDY**

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (21 credits)		
NUR 616: Curriculum Development in Nursing	3	
NUR 618: Teaching in Nursing	3	
NUR 619: Practicum: Teaching in Nursing	6	
EDF 636: Classroom Assessment	3	
CIEC 600: Computing and Instructional Design	3	
EDF 619: Educational Psychology	3	
Elective Component Courses (3 credits)		
NUR 681: Thesis	6	
NUR 642: Organizational Dynamics in Nursing	3	
NUR 644: Financial Strategies in Nursing Administration	3	
CIEC 534 – Application to Technology	3	
CIEC 635 – Nursing Internet in Classroom Teaching	3	
Other approved electives		
TOTAL	36	

MSN-NE graduates are eligible to take the NLN Certified Nurse Educators Exam.

POST MASTER’S CERTIFICATE: NURSING EDUCATION

The purpose of the Post-Master’s Certificate in Master of Science in Nursing Education is to prepare nurses, who have a Master of Science in Nursing degree, as nurse educators. The graduates of this program are eligible to take the NLNAC Certified Nurse Education Examination.

Area of Emphasis Component Courses (21 credits)		
NUR 616: Curriculum Development in Nursing	3	
NUR 618: Teaching in Nursing	3	
NUR 619: Practicum: Teaching in Nursing	6	
EDF 636: Classroom Assessment	3	
CIEC 600: Instructional Design Technology	3	
EDF 619: Educational Psychology	3	
TOTAL	21	

PLAN OF STUDY

The MSN-NM program can be completed in two and half academic years of full-time study, or over a period not to exceed 7 calendar years from date of first class enrollment. The student must complete the first 25 credit hours of study at Marshall University; then transfer to Shenandoah University to complete the remaining 19 credit hours of specialty nurse midwifery courses. The NM student has up to seven years from the point of admission to complete the MSN-NM area of emphasis. Graduate nursing courses, except NUR 620, 621, 622, 663 & 664, for Nurses in Advanced Practice, courses are open only to those students admitted to the nursing program.

MSN NURSE MIDWIFERY PLAN OF STUDY*

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (13 credits)		
NUR 620 Advanced Pathophysiology I	2	
NUR 621 Advanced Pathophysiology II	2	
NUR 622 Advanced Physical Assessment	5	
NUR 663 Advanced Pharmacology I	2	
NUR 664 Advanced Pharmacology II	2	
TOTAL FROM MARSHALL UNIVERSITY	25 credit hours	
Student transfers to SU at this point		
Advanced Practice Midwifery Courses at Shenandoah University	19	
NM 610 Primary Care of Women	3	
NM 620 Comprehensive Antepartal Care	3	
NM 630 Midwifery Practicum	3	
NM 640 Comprehensive Perinatal Care	3	
NM 651 Integrated Midwifery Internship	5	
NM 652 Evidence-based Practice Project	1	
NM 660 Advanced Nurse-Midwifery Role Development	1	
TOTAL CREDIT HOURS FOR MSN-NM Degree from MU	44	

Rev. 7/17

PLAN OF STUDY

The MSN-PMHNP program can be completed in three academic years of part time study, or over a period not to exceed 7 calendar years from date of first class enrollment. The student must complete the first 25 credit hours of study at Marshall University; then transfer to Shenandoah University to complete the remaining 27 credit hours of specialty psychiatric mental health courses.

MSN PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER PLAN OF STUDY*

Core Component Courses (12 credits)	CREDITS	AWARDED
NUR 602: Theoretical Foundations in Nursing	3	
NUR 604: Leadership in Nursing	3	
NUR 606: Advanced Nursing Research	3	
NUR 608: Issues in Health Care	3	
Area of Emphasis Component Courses (13 credits)		
NUR 620 Advanced Pathophysiology I	2	
NUR 621 Advanced Pathophysiology II	2	
NUR 622 Advanced Physical Assessment	5	
NUR 663 Advanced Pharmacology I	2	
NUR 664 Advanced Pharmacology II	2	
TOTAL FROM MARSHALL UNIVERSITY	25 credit hours	
Student transfers to SU at this point		
Advanced Practice PMHNP Courses at Shenandoah University	27	
HP 576 Substance and Relationship Abuse	3	
NP 599 Pharmacology and Therapeutics Independent Study	1	
PMH 645 Individual Therapy Theories	3	
PMH 650 Individual Therapy Practicum	3	
PMH 665 Group, Family, Community Theory	3	
PMH 670 Group, Family, Community Practicum	3	
PMH 685 Geriatric PMH Nursing Theory	3	
PMH 686 Child & Adolescent PMH Nursing	3	
NP 690 Advanced NP Role Development	1	
PMH 695 Advanced NP Practicum in PMH Nursing	4	
TOTAL CREDIT HOURS FOR MSN-PMHNP	52	

Rev. 7/17

***NOTE:** Marshall University does not offer a Post Masters Certificate in Nurse Midwifery (NM) or Psychiatric Mental Health Nurse Practitioner (PMHNP).

COURSE DESCRIPTIONS

DEFINITIONS OF TERMS

Prerequisite (PR) is defined as a course that must be satisfactorily completed prior to admission into a specified course.

Co-requisite (CR) is defined as a course that must be taken concurrently with a specified course. If one course is dropped, the other course must also be dropped.

Concurrent (CC) is defined as a course that should be taken with another course if it has not already been taken.

Students are governed by policies stated in the Marshall University Graduate Catalog. Policies specific to graduate nursing students are provided below in the Academic Policy Section.

Core Component Courses

NUR 602 THEORETICAL FOUNDATIONS IN NURSING. Provides students with opportunity to relate a philosophical and theoretical base to concepts and processes inherent in nursing. Emphasis is on analysis of nursing and other theories and their relationship and application to nursing research and practice. Credit Hours: 3 (3 credits theory). PR: Admission to MSN Program.

NUR 604 LEADERSHIP IN NURSING. Explores the theoretical basis for effective leadership in nursing. Emphasis is placed on analysis of leadership, characteristics and behaviors of leaders, and the role of the nurse leader. Credit Hours: 3 (3 credits theory). PR: Admission to MSN Program.

NUR 606 ADVANCED NURSING RESEARCH. Provides students with the opportunity to develop a research-oriented approach to nursing situations. Focus is upon the development of a research proposal. Credit Hours: 3 (3 credits theory). (PR: NUR 602 or Permission.).

NUR 608 ISSUES IN HEALTH CARE. Explores and evaluates concerns germane to contemporary nursing. Focus is upon the role of nursing in addressing health issues affected by social, economic, political, and technological forces. Credit Hours: 3 (3 credits theory). PR: Priority given to FNP students, open to other health care profession students with permission.

Area of Emphasis Component Courses: Family Nurse Practitioner

NUR 620 ADVANCED PATHOPHYSIOLOGY I: Focus is on advanced knowledge of body systems altered by disease and or injury. The body systems or diseases studied will include: cell, cardiovascular pulmonary, digestive, musculoskeletal, neurologic and reproductive across the lifespan. Credit Hours: 2 (2 credits theory). CR/PR: Priority given to FNP students. Open to other health care profession students who have had at least six hours or more of A & P and permission of the instructor.

NUR 621 ADVANCED PATHOPHYSIOLOGY II: Focus is on advanced knowledge of body systems altered by disease or injury including: hematologic, genes, immunity, cancer, endocrine, renal, urologic and integumentary across the life span. Credit Hours: 2 (2 credits theory). PR: NUR 620.

NUR 622 ADVANCED PHYSICAL ASSESSMENT. Introduction to family-centered primary health care with focus on knowledge and skills essential for comprehensive health assessments, analysis of data, formulation of nursing as well as medical diagnoses, development of therapeutic plans, and implementation of preventative care, health promotion and maintenance activities for all age groups and selected cultures. Emphasis is also placed on advanced anatomy and physiology, the prenatal client, the child bearing family, normal growth and development, and beginning socialization into the family nurse practitioner role. The practicum enables students to apply knowledge and skills in primary care settings such as prenatal clinics, child care centers, geriatric centers, screening clinics, and other primary care centers. Students are placed in areas which will enhance their ability to care for rural and underserved populations. Credit Hours: 5 (3 credits theory, 2 credits practicum, 60 hours minimum.) PR or Concurrent: NUR 602, NUR 620.

NUR 624 ADVANCED FAMILY NURSING PRACTICE II. Provides advanced nursing knowledge of acute self-limiting common health problems of individuals and families of various age groups. Emphasis is placed on pathology, assessments, diagnoses, therapeutic modalities, and evaluations related to nursing management of specific health problems of various age groups in selected cultures, including pregnancy and perinatal health care. Additional role parameters of the family nurse practitioner are included.

The practicum enables students to apply acquired knowledge and nursing skills in primary care settings such as prenatal clinics, emergency clinics, and other health care centers. Students are placed in settings which will enhance their ability to care for clients in rural and/or underserved areas. Credit Hours: 5 (3 credits theory, 2 credits practicum, 60 hours minimum). PR: NUR 622, PR or Concurrent: NUR 606 or CC NUR 621.

NUR 626 ADVANCED FAMILY NURSING PRACTICE III. Provides advanced nursing knowledge of chronic illness and the long-term nursing management of health care problems of clients of various age groups in selected cultures. Emphasis is placed on pathology, assessments, diagnoses, therapeutic modalities, and evaluations related to the nursing management of chronic health problems within the context of the family including special problems related to the aged. Additional role parameters of the family nurse practitioner are included.

The practicum enables students to apply cognitive, psychomotor, and affective nursing skills within the context of primary care settings such as extended and skilled care facilities and outpatient clinics. Students are placed in areas which will enhance their ability to care for clients living in rural and/or underserved areas. Credit Hours: 5 (3 credits theory, 2 credits practicum, 60 hours' minimum). PR: NUR 624.

NUR 663: ADVANCED PHARMACOLOGY I: Focus is on the science of drugs and the

application to patient care, across the lifespan. Principles of pharmacology covered are: infectious diseases, fluids and electrolytes, peripheral nervous and cardiovascular systems. Credit Hours: 2 (2 credits theory). PR: Priority given to FNP students. Open to other health care profession students who have at least six credits of A & P and permission from the instructor.

NUR 664 ADVANCED PHARMACOLOGY II: Focus is on the science of drugs and application to patient care across the lifespan. Drugs affecting the: blood, respiratory, gastrointestinal, central nervous, endocrine system, anti-inflammatory, anti-allergic and immunologic drugs. Credit hours: 2 (2 credits theory). PR: NUR 663.

NUR 695 INTERNSHIP: ADVANCED FAMILY NURSING. Focuses upon the application of knowledge and skills acquired in Advanced Family Nursing I, II, and III. Emphasis is upon the role of the family nurse practitioner using the case management approach in a supervised contractual work study arrangement with a health care agency preferably in rural and/or underserved areas. Issues related to family nurse practitioner roles are discussed.

Students may work for compensation and be a student in the same agency (ies) at the same time, providing learning objectives of the course are met. The agency (ies) must provide primary care, preferably serving rural and/or underserved populations of all age groups. Credit Hours: 6 (Individually designed, 400 hours' minimum; 2 1/2-hour seminar every week). PR: NUR 626.

Area of Emphasis Component Courses: Nursing Administration

NUR 642 ORGANIZATIONAL DYNAMICS IN NURSING. Focus is upon the organizational dynamics as they apply to the nurse manager role in health care delivery systems. Credit Hours: 3 (3 credits theory). PR: Admission to MSN Program; PR or CC NUR 604.

NUR 644 FINANCIAL STRATEGIES IN NURSING ADMINISTRATION. Examines the financial management role of the nurse administrator in relation to economic, political, and societal trends. Credit Hours: 3 (3 credits theory). PR: Admission to MSN Program, PR or CC NUR 606.

NUR 646 NURSING MANAGEMENT IN HEALTH CARE SETTINGS I. Focuses on the application of theories and principles related to nursing management. Practicum included. Credit Hours: 6 (3 credits theory, 3 credits practicum). (PR NUR 642, NUR 644).

NUR 648 NURSING MANAGEMENT IN HEALTH CARE SETTINGS II. Practicum focuses upon the application of the role components of the nurse manager in selected health care settings. (PR NUR 646). Credit Hours: 6 (2 credits theory, 4 credits practicum).

Area of Emphasis Component Courses: Nursing Education

NUR 616 CURRICULUM DEVELOPMENT IN NURSING. Introduces students to the various components in the curriculum development process. Emphasis is placed on philosophy, objectives, curriculum designs and total program evaluation. Factors that influence curriculum development, implementation, evaluation and nursing curriculum patterns are examined. Credit Hours: 3 (3 credits theory) PR: Admission to MSN Program.

NUR 618 TEACHING IN NURSING investigates the responsibilities of the educator in contemporary nursing. Emphasis is upon the instructional process. The student is provided with the opportunity to practice the role of the teacher in a variety of educational experiences. 3 (3 credits theory/practicum). PR: Admission to MSN Program.

NUR 619 PRACTICUM: TEACHING IN NURSING. Guided experience in didactic teaching of nursing, clinical teaching, supervision and evaluation of students. Credit hours: 6 (6 credits lab). (PR: NUR 618 & NUR 606).

EDF 636 CLASSROOM ASSESSMENT. History, philosophy and elementary statistical methods for testing, measuring and evaluating pupil behavior are studied. Credit hours: 3 (3 credits theory).

CEIC 600 COMPUTING & INSTRUCTIONAL DESIGN TECHNOLOGY. An analysis of current systems of educational computing based on models of instruction, learning modalities and desired learning outcomes. Credit hours: 3 (3 credits theory).

EDF 619 EDUCATIONAL PSYCHOLOGY. Study of learning theories and their applications to teaching. Credit hours: 3 (3 credits theory).

Elective Component Courses

Students may elect to take courses offered in other departments or may choose to take courses that are part of one of the other nursing tracks. All electives must be approved by their advisors. Taking a required class from another nursing track requires the advisor's approval and that space be available in the class the student wants to take. Students may also choose from the following courses:

NUR 616 CURRICULUM DEVELOPMENT IN NURSING. Introduces students to the various components in the curriculum development process. Emphasis is placed on philosophy, objectives, curriculum designs, and total program evaluation. Factors that influence curriculum development, implementation, evaluation, and nursing curriculum patterns are examined. Credit Hours: 3 (3 credits theory).

NUR 618 TEACHING IN NURSING. Investigates the responsibilities of the educator in contemporary nursing. Emphasis is upon the instructional process. The student is provided with opportunity to practice the role of the teacher in a variety of educational experiences. Credit Hours: 3 (3 credits theory/practicum).

NUR 642 ORGANIZATIONAL DYNAMICS IN NURSING. Focus is upon the organizational dynamics as they apply to the nurse manager role in health care delivery systems. Credit Hours:

3(3 credits theory).

NUR 644 FINANCIAL STRATEGIES IN NURSING ADMINISTRATION. Examines the financial management role of the nurse administrator in relation to economic, political, and societal trends. Credit Hours: 3 (3 credits theory).

NUR 681 THESIS. Individual research in a selected area of nursing under direction of a faculty member. Credit Hours: 6. PR: NUR 606

STUDENTS E-MAIL ACCOUNTS/ COMPUTING SERVICES

All mass mailings will be e-mailed to your Marshall E-mail account. It is your responsibility to check your e-mail messages daily in your classes to keep informed on all current and any new information concerning College of Health Professions. You will not be receiving this information by regular mail or phone.

If you have a private e-mail account, you can forward your Marshall E-mail to that address. Federal Law prohibits us from sending information to your off-campus e-mail address.

Students can request their university computing account including their university e-mail address, after they have registered for classes. Local students can go to Drinko 4th floor. Distance students call computing services (304-696-3222) to confirm their registration and request that their account information be mailed to their home address. For help with computing services call 304-696-3200.

STUDENT ORGANIZATIONS

Sigma Theta Tau International, Nursing Honor Society - Nu Alpha Chapter

The nursing honor society is an organization for all nursing students and community leaders who qualify. A graduate nursing student must have completed one-fourth of the nursing credits required for graduation, and have a minimum grade point average of 3.5 to be nominated.

The purpose of the honor society is to:

1. Recognize superior achievement in nursing.
2. Encourage and facilitate leadership development.
3. Foster high nursing standards.
4. Stimulate creative work.

5. Strengthen the commitment to the ideals of the profession.

An induction ceremony for new members is held every spring. Other scholarly activities are planned throughout the year. Contact President, Nu Alpha Chapter for more information.

Nurses' Christian Fellowship

Nurses' Christian Fellowship (NCF) is on campus at Marshall University and at MOVC campus in Point Pleasant, WV. The National and International Nurses Christian Fellowship, is a subsidiary of Intervarsity Christian Fellowship. Within nursing, Nurses Christian Fellowship is a student group which meets one hour weekly throughout the academic year. Nurses Christian Fellowship aims to influence nursing by:

1. Building a group which meets for Bible study, prayer, fellowship, spiritual growth, and outreach.
2. Bringing the good news of the gospel to colleagues, patients, and their families.
3. Fostering involvement in world-wide cross cultural communication of the gospel.
4. Communicating compassion, justice, truth, peace, and hope in nursing.
5. Advocating quality patient care which includes the spiritual dimension

<p style="text-align: center;"><i>GRADUATE NURSING STUDENT PARTICIPATION IN MARSHALL UNIVERSITY AND COLLEGE OF HEALTH PROFESSIONS COMMITTEES</i></p>

Graduate Council

The Graduate Council is the policy-making advisory body concerned with establishing and maintaining basic academic standards and requirements of the graduate programs conducted in various colleges and schools.

Graduate Student Council

The Graduate Student Council (GSC) is an organization open to all graduate students. Meetings are designed to discuss problems common to graduate students and propose their administrative solutions. Probably the most attractive aspect of the GSC is its ability to initiate administrative changes favorable to graduate students. GSC appoints representatives to all Faculty Senate standing committees. A second and related goal of the GSC is to provide an environment in which contact with graduate students in other disciplines is expanded. Above all,

the GSC is concerned with enriching the academic and personal lives of its members. This Council also plans the Hooding Ceremony.

Graduate Council Grievance Committee

The Graduate Council Grievance Committee hears student grievances. Students may be nominated to this committee or they may volunteer to serve on this committee.

Graduate Academic Planning and Standards Committee

The GAPs Committee recommends and implements policies for admission, progression, and graduation for the graduate nursing program. It conducts an ongoing curriculum evaluation and recommends changes, additions, or deletions of courses for the graduate nursing program. One graduate nursing student is elected yearly to serve on this committee.

Nursing Student Affairs

This committee reviews concerns pertaining to student welfare and recommends resolution. This committee is also responsible for planning special student events, for example, the Recognition Ceremony. Two graduate students, one family nurse practitioner, and one nursing administration or nursing education student are elected yearly to serve on this Committee.

<p style="text-align: center;"><i>MSN PROGRAM SCHOLARSHIPS</i></p>

GIOVANNA B. MORTON MEMORIAL SCHOLARSHIP

A fund known as the Giovanna B. Morton Memorial Scholarship has been established in the Marshall University Foundation, Inc. This scholarship was established to honor the memory of Giovanna B. Morton for her dedication to nursing students as Program Director and Associate Dean of the College of Nursing and Health Professions.

The recipient shall be selected by a committee of the nursing faculty in cooperation with the Office of Student Financial Assistance. The recipient shall be admitted into the nursing program and have demonstrated clinical excellence and leadership. The recipient shall have an overall GPA of 3.5 or better.

JOHN F. MORTON SCHOLARSHIP AWARD

The John F. Morton Scholarship Award is given in memory of John F. Morton to recognize and honor a family nurse practitioner student who has demonstrated outstanding achievement in clinical practice.

The Graduate Academic Planning and Standards Committee in the Department of Nursing in the College of Health Professions were chosen to select the student for this award. The criteria include a minimum of 3.5 grade point average, Clinical Research Project grade, and evaluations from preceptors and family nurse practitioner faculty.

THE NANCY FAGAN MEMORIAL NURSING SCHOLARSHIP

This is a Memorial Fund Scholarship honoring the legacy of Nancy Fagan, long time faculty member who passed away in 2010. This scholarship can be given to Undergraduate or Graduate students.

ACADEMIC POLICIES

It is the responsibility of the MSN student to read and understand the academic policies that will impact their education.

There are 4 areas of policies that effect your education:

1. MU University Level Policies, view MU website listed below
2. MU Graduate School Policies, see the Graduate Catalog for year you were admitted.
3. School of Nursing Policies, view SON website for policies that apply to Graduate & Undergraduate... some policies apply to both programs.
4. MSN Program Policies, located in the Graduate Catalog and MSN Handbook

It is the student's responsibility to read and be aware of these polices. Some of these policies are presented here; others are available as links. You are responsible for all whether they are online/electronic or paper/hardcopy.

We suggest that you take time to read the policies and download them, or bookmark them on your computer for easy access.

A. MARSHALL UNIVERSITY POLICIES

Below is a link to the Marshall University Graduate Catalog:

<http://www.marshall.edu/catalog/graduate-catalogs/> you are responsible for the information in the Catalog for the year you were admitted. For example, if you were admitted in the Fall 2017 or Spring 2018 you would download the 2017-2018 Catalog.

Below is a link to the Marshall University Policies for Graduate Students:

www.marshall.edu/academic-affairs/policies/

The following graduate policies are included at this site;

1. Academic Dishonesty for Graduate Students
2. University Computing Services' Acceptable Use
3. Inclement Weather
4. Students with Disabilities
5. Academic Dismissal
6. Academic Probation & Suspension
7. Affirmative Action
8. Sexual Harassment

Below is a link to the MU Equal Opportunity Policy:

<http://www.marshall.edu/eoaa/files/2013/10/EEO-Policy.pdf>

Below is a link to the Marshall University BOG (Policy SA-3), The Code of Student Rights and Responsibilities

<http://www.marshall.edu/board/files/policies/MUBOG%20SA-%203%20Student%20Code%20of%20Rights%20and%20Responsibilities.pdf>

B. MARSHALL GRADUATE SCHOOL POLICIES

Below is a link to the Current Marshall University Graduate Student Handbook.

<http://www.marshall.edu/graduate/files/Graduate-Student-Handbook-Fall-2015.pdf>

The following is the Table of Contents for the Graduate Student Handbook;

1. Key People
2. Tuition and Fees
3. How to Pay for Graduate School
4. You're Hired
5. The Degree and Requirements
6. The Responsibility Conduct of Research
7. What You Need to Conduct Campus Business
8. How to Register for Classes
9. Computing Services
10. Health Services
11. Campus Community
12. Resources
13. Get Connected
14. Graduation

Academic Probation and Retention

The Graduate College will place students whose grade point average falls below 3.0 on academic probation.

Following notification of probation and prior to subsequent registration, students will be counseled by their advisor. During this initial counseling session, the student will be advised of deficiencies and the requirements for removing the deficiencies within the next nine semester hours of enrollment. The student will not be permitted to register without the written approval of the Dean of the Graduate College. A second counseling session will follow the first grading of subsequent enrollment and will be designed to check the student's progress.

If probationary status is not removed within a time period considered satisfactory by the Graduate Dean, the Dean, in consultation with the graduate department, will determine (1) if the student is to be retained or recommended for dismissal, (2) what counseling or remediation steps will be required of the student as a condition of retention. Students who have been dismissed for academic deficiencies may apply for readmission to the Graduate College after a lapse of one academic year.

Copyright Compliance

Marshall University complies with U.S. copyright law, which prohibits unauthorized duplication and use of copyrighted materials, including written, audio-visual, and computer software materials

C. MARSHALL SCHOOL OF NURSING POLICIES

Below is a link to the Current SON policies that include Graduate students unless specified with a strikethrough below; while this section says for BSN Policies they apply to MSN students.

<http://www.marshall.edu/nursing/degrees/bachelors/forms-and-policies/>

- Policy on Academic Dishonesty College of Health Professions
- Policy Regarding Change in Student Health Status
- Required Health Records and Technical Standards Policy
- MSN program CPR Verification Policy**, revised 8/17
- CPR verification for MSN program**, revised 8/17
- SON Communications Policies
- Cell phone policy
- SON Distance Education Policy
- SON Drug and Alcohol Testing Guidelines
- SON Electronic media policy
- SON Social Justice Policy
- SON Test Security Policy

STUDENT HEALTH POLICIES

The College of Health Professions is responsible for ensuring that nursing students have the knowledge and skills required to safely and effectively care for people who require nursing care. Nursing students in the MSN Program, in turn, accept accountability for patient care and safety when they accept admission to the program. This accountability is necessary as nursing is a practice profession and lack of accountability may jeopardize the lives of others. Therefore, the College of Health Professions has developed a policy to assure that the health of the students will not threaten patient safety.

Students must be mentally and physically able to meet the classroom objectives and function safely in the clinical area. Students must notify their faculty when health problems or medications may affect classroom or clinical performance, intellectually or physically. Students may withdraw from nursing courses or apply for a leave of absence in order to give themselves time to receive treatment and improve their mental or physical health. Students may be required to provide evidence from their healthcare provider that the challenges of classroom and clinical laboratory experience will not negatively affect the students' health or the safety of patients.

Students may be dismissed or suspended from the MSN Program, if they do not notify faculty of their health problems which may affect patient safety. Students may also be dismissed or suspended if, in the faculty member's judgment, they are not able to provide safe patient care. Notification of health problems must be given by the student to the appropriate faculty before the beginning of classes, or when the problem develops or is diagnosed during the course. Notification after-the-fact constitutes a serious lack of accountability on the part of the student.

Injury in Clinical Setting

Any student who is injured during a clinical nursing experience may be treated at a local health care facility. However, neither the health care facility nor the university is responsible for paying for those student's medical services. The student is covered under their own health plan or one which they may purchase from the university. **The student is responsible for paying for his or her own medical expenses.**

Certification of Health Information

Students without current and complete/approved Health Information on Verified Credentials will not be permitted to participate in a clinical experience and will receive a grade of unsatisfactory for each session missed.

IMMUNIZATION/LAB TESTING REQUIREMENTS

(revised 8/2017)

To ensure compliance with clinical agency requirements all students of the Marshall University School of Nursing are required to present proof of vaccination or immunity to the diseases identified below and completion of specific lab testing. It is the student's responsibility to pay for all required immunizations or lab tests. Instructions on when and how to provide this information to the School of Nursing will be sent to students upon admission to the program. As noted below it may take 4 weeks or longer to complete required immunizations or lab tests, students should keep this in mind so as to be able to meet established deadlines. Some vaccine may also interfere with timing of the TB skin test, so students should discuss this with their health care providers prior to TB testing and immunizations.

1. Measles, Mumps, and Rubella: Need proof of MMR vaccine X 2 doses at least 4 weeks apart or titer showing immunity.
 - If you were born before January 1st, 1957 you can select the waiver option and supply proof documents including your name and date of birth. Clinical sites are under no obligation to accept a waiver. See note on following page about waiver option.
2. Tetanus, Diphtheria, Pertussis: Need proof of Tdap vaccinations and Td booster every 10 years thereafter.
3. Varicella (chicken pox): Need to provide proof of immunity by one of the following :

- a. Documentation of two doses of varicella vaccine 4 weeks apart
 - b. Titer showing immunity
 - c. Documented diagnosis of chickenpox or verification of history of chickenpox by your health care provider.
4. TB Skin Test (TST): Students must provide documentation of annual TB testing and testing post-exposure. Students with history of positive TB testing should follow directions **bolded below**.

*** At any point in the above testing if the student has a positive TB skin test, or if the student has been previously diagnosed with TB and/or routinely tests positive to the TB skin test, the student must provide documentation of a clear chest X ray and be evaluated by their Primary Care Provider or Health Department for signs/symptoms of TB (form available on the School of Nursing website). Annual evaluations by a Health Care Provider are required thereafter.**

Blood assay testing for TB

Students who have received the BCG immunization, or who have an allergy to any component of the TB Skin Test, are to utilize one of the blood assays for *M. Tuberculosis* and provide results annually. Additionally, students may use the blood assay testing as an alternative to the 2-Step TB Skin Testing outlined above. Currently there are 2 blood assay tests for TB: the QuantiFERON-TB Gold In-Tube Test or T-Spot.TB Test. Either may be used.

In the case of positive blood assays, the student must provide documentation of a clear chest X ray and be evaluated annually by their Primary Care Provider or Health Department for signs/symptoms of TB (form available on the School of Nursing website).

5. Hepatitis B Vaccine: a series of 3 shots is required, titer showing immunity, or student must sign waiver. If the series is not completed at the time this information is submitted, it is the student's responsibility to see that this information is submitted as soon as possible and the student must sign a Hepatitis B waiver in the meantime.
6. Influenza vaccine: Clinical sites may require students have the influenza vaccine, usually between October through March. Students will be notified of these requirements as necessary. Clinical agencies may deny students admission to the facility without documentation to influenza vaccination.
7. Clinical sites may require other immunizations or tests prior to allowing students to participate in activities in their facilities. It is the student's responsibility to pay for all required immunizations or lab tests.

Students that have a medical exemption, must select the waiver option and supply documentation signed by a healthcare provider detailing the exemption. The support document must include healthcare provider signature, date, address and phone number.

Clinical sites are under no obligation to accept a waiver of immunization and may refuse placement to students submitting an immunization waiver for any reason. If a student elects to waive the immunization or testing requirement, they may be disqualified from some or all clinical sites and be potentially unable to complete the program.

CPR Verification Policy: MSN Program (revised 8/17)

Upon admission to the MSN program, students must obtain and maintain a current CPR card (Adult, Infant and Child). Students must submit proof of having satisfactorily completed an approved CPR course from the list provided below, **including didactic and skills performance check-off**. It is the student's responsibility to maintain documentation of CPR at all times. Failure to have a current CPR card on file with the School of Nursing will result in the student being declared ineligible to engage in clinical or in any activity involving agencies other than the School of Nursing.

IMPORTANT: If the student attends clinical or engages in activities involving outside agencies without a current CPR verification on file with the School of Nursing before faculty become aware of the lapse, all clinical or activities engaged in during this time will be given an unsatisfactory grade.

The following CPR courses are the **only ones approved** by the School of Nursing:

1. The American Heart Association Basic Life Support (BLS).
2. The American Safety and Health Institute Basic Life Support, BLS for Healthcare Providers and Professional Rescuers.
3. The American Red Cross courses:
 - a. Basic Life Support for Healthcare Providers or
 - b. Adult and Pediatric CPR/AED
4. The International Occupational Health and Safety Association BLS for Healthcare Provider (inclusive of adult, child and infant CPR and AED).

No other Courses will be accepted.

Nursing Faculty Organization Revised 7/2014; Revised 8/18/17

D. MSN PROGRAM POLICIES

Below is a link to the MSN Student Handbooks:

<http://www.marshall.edu/nursing/degrees/masters/handbooks/>

Below is a link to the Marshall University MSN Student Newsletters, Curriculum Plans, School of Nursing Policies, & Policies Specific to MSN Program:

<http://www.marshall.edu/nursing/student-information/>

MSN GENERAL ACADEMIC POLICIES (approved by Graduate Council, 2015)

1. All graduate Academic Policies apply to all MSN and Post Master's coursework. Students are required to review and download the current Graduate Catalog and MSN Handbook upon admission to the MSN program.
2. The School of Nursing reserves the right to administratively withdraw any nursing student whose health, academic record, clinical performance, or behavior is judged unsatisfactory.
3. A student who earns a D in a required clinical/practicum course may not progress to the next sequential clinical course. The student must repeat the course the next time offered or within one year. He or she must earn a B or higher on the second attempt. Failure to earn a B or higher on the second attempt will result in dismissal from the program.
4. A student who earns a D in a required nonclinical/practicum must repeat the course the next time offered or within one year. He or she must earn a B or higher on the second attempt. Failure to earn a B or higher on the second attempt will result in dismissal from the program.
5. A student is permitted to repeat only one nursing course in the process of completing the MSN program. Earning a second D in any course will result in dismissal from the program.
6. All grades of C or less are counted in computing averages, but no more than six hours of C and no grades below C may be applied toward a graduate degree or post-master's certificate.
7. A student who earns 9 credits of a C in nursing courses will be dismissed from the program.
8. If a student earns an F in any course, he or she will be dismissed from the program.
9. Any student dismissed from the program may not reapply to the area of emphasis in which he or she was enrolled.
10. Students in the graduate program who fail to enroll for a semester without an approved leave of absence (LOA) are considered withdrawn from the program and are

not eligible for future enrollment.

11. Graduate College Students who do not register for classes for the semester they are admitted, will forfeit their space in the program, and must reapply.

12. Students who do not follow the university procedure for withdrawal from a course will earn a grade of F for the course.

13. No more than twelve (12) credit hours may be accepted as transfer credit. For graduate certificate programs, transfer credits may not exceed 6 credit hours. The grades earned in the classes to be transferred must be a B or better. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation.

14. All students must have a 3.00 GPA in their major to graduate and receive the MSN or post master's certificate.

15. A student must have an approved Plan of Study (POS) developed with his or her advisor prior to registering for any MSN class. Any deviation from the student's POS must be approved by his or her advisor. Failure to comply with this policy can result in an administrative withdrawal from a course.

Other MSN Policies

1. Each student must submit a satisfactory health record approved by verified credentials, and an approved POS prior to registering for his/her first nursing course with a clinical component.
2. For every year that the student is enrolled in the MSN program they must have:
 - a. current PPD screening test for Tuberculosis (2-step is not required);
 - b. current CPR card
3. Each student must show evidence of the following prior to registering for any course with a clinical component: (a) Current unencumbered professional nurse licensure in West Virginia.
4. Students are responsible for own transportation to and from all clinical assignments.
5. Students are required to be in professional attire for all clinical practicums and to wear a name pin. In addition, selected clinical agencies require a white lab coat.
6. Students are required to pass and submit a background check and drug screen.

ACADEMIC APPEALS

The following has been adapted from the Marshall University academic appeals policy. It applies to academic appeals for nursing courses only. Students should refer to Making the Connection, the Marshall University student handbook, for academic appeals in non-nursing courses.

In cases where a student is appealing a grade, the grade appealed shall remain in effect until the appeal procedure is completed, or the problem resolved.

The intent of the appeals process is to treat all parties fairly, and to make all parties aware of the appeals procedure.

In those cases, in which a student has received an instructor imposed sanction, the student shall follow the procedures outlined below:

1. The student should first attempt a resolution with the course instructor. This initial step must be taken within ten (10) days from the imposition of the sanction or, in the case of an appeal of a final grade in the course, within thirty (30) days of the beginning of the next regular term. The student who makes an appeal is responsible for submitting **all** applicable documentation. If the instructor is unavailable for any reason, the process starts with the departmental chair.
 2. If the procedure in Step 1 does not have a mutually satisfactory result, the student may appeal in writing to the Associate Dean within ten (10) days after the initial action, who will attempt to resolve the issue at the program level. When a student appeals a final grade, the faculty member must provide all criteria used for determining grades.
 3. Should the issue not be resolved at the program level, either the student or instructor may appeal in writing to the Dean of the College of Health Professions within ten (10) days of the action taken in Step 2. The Dean will attempt to achieve a mutually satisfactory resolution.
 4. Should the issue not be resolved by the Dean, either the student or instructor may appeal in writing within (10) days of the action taken in Step 3 to the Budget and Academic Policy Committee who shall refer the matter to the University Academic Appeals Board for resolution. The hearing panel has the right to seek additional documentation if necessary.
1. Should the student or the instructor be dissatisfied with the determination of the Academic Appeals Board, then either party may file an appeal with the V. P. for Health Sciences within thirty (30) days from receipt of the decision of the Board. The decision of the Vice President shall be final.

Note: A day is defined as a calendar day.

5/30/96, Revised 02/06

INCOMPLETE GRADE POLICY

Incomplete: The grade of **I** (incomplete) indicates that the student has completed three-quarters of the course, but cannot complete the course for a reason that accords with the university excused-absence policy. Students must be in good standing in the class prior to requesting an incomplete. The course instructor decides whether or not an incomplete will be granted and specifics in writing what work the student must complete to fulfill the course requirements. The student has until the end of the next fall or spring semester from the date of receipt of the

incomplete grade in which to complete the course, or the instructor may establish an earlier deadline. If special circumstances exist, which prevent the student from completing the course in the prescribed time, the incomplete may be extended with approval of the instructor, the instructor's chair or division head, and the instructor's dean. If the student satisfactorily completes the course in the prescribed time he/she will receive a letter grade. If the student fails to complete the course requirements during the stipulated time, the grade of **I** changes to a grade of **F**. As a point of clarification, if an incomplete grade is awarded in a Credit/No Credit course (CR/NC) the replacement grade upon expiration is "NC", not "F".

NAME CHANGE

Students are responsible for informing the **Registrar's Office** if their name and/or address changes as soon as possible so that records can be kept straight, up-to-date, and missed correspondence can be avoided.

TRANSFER of GRADUATE CREDIT

A student may be granted the privilege of transferring credit earned in graduate course work completed at another regionally accredited graduate institution, to Marshall University provided that the courses are appropriate to the student's program and the grades earned are B or better or equivalent and acceptable to advisor and Graduate Dean. On the master's level, transfer credits may not exceed 12 hours, or 6 hours PM. Graduate credits transferred from other institutions will not become a part of the Grade Point Average recorded on the student's Marshall University transcript and will simply meet credit hour requirements toward graduation. All transfer credits must have been earned within a seven-year time limit counted from the date of enrollment in the first graduate course to be applied toward meeting degree requirements of the student's program. **Students must complete the online form, sign and send to their advisor for proper signatures.**

MULTIPLE DEGREES

A student who wishes to earn additional master's degrees at Marshall University must make formal application to the department in which the subsequent master's degree is sought. A maximum of 12 semester hours from a prior degree may be applied toward a subsequent master's degree, with the approval of the department from which the subsequent degree is sought. Such approval must be obtained in writing and put on file in the Graduate College Office at the time the student begins the subsequent master's degree program. All applicable coursework must meet time limitation.

TIME LIMITATION

All requirements established for any degree must be completed within a period of seven consecutive years from date of enrollment in the first graduate course to be used in a graduate degree program. These limits may be extended upon the recommendation of the appropriate program faculty and with the approval of the Dean of the Graduate College. Absence due to military obligations, long serious illness, or similar circumstances may be regarded as proper reasons for an extension of time.

Courses more than seven years old are considered outdated. It is the option of the major department to allow by special examination the validation of up to six credit hours of outdated course work. In such cases, validation cannot apply to workshop, practicum, or internship courses; and expertise to validate the course must reside within a Marshall University department

whether the course was taken at this institution or elsewhere.

The minimum requirement of a validation exam shall be that it is equivalent to a comprehensive final exam for the course. In most cases, validation must be done by a written exam with the results reported to the Graduate College. The appropriate forms are available in the Graduate College Office.

Outdated courses will not be used in computing Grade Point Averages for graduation, but they remain on the record. **Students who are not enrolled for two consecutive semesters will be dropped by the University.**

LEAVE OF ABSENCE (LOA)

Due to restricted enrollment in the College of Health Professions, students unable to maintain continuous progression must follow the Leave of Absence Policy.

1. Student must request permission in writing for a leave of absence from the graduate nursing program. Notification must be at earliest possible time. Students must complete the online Leave of Absence form found online at
2. Student's petition for a leave of absence must be submitted to the Director of the Graduate Program, at msn@marshall.edu. The application will be forwarded to the Graduate Academic Planning and Standards Committee found online at <http://www.marshall.edu/nursing/files/Leave-of-Absence-Form.pdf>
3. Students who do not begin classes the semester for which they were admitted; Forfeit their place in the MSN program and must reapply to the program.
4. If a leave of absence is approved by the GAPS Committee, the student must consult with his or her advisor to revise their Plan of Study.
5. Upon the student's return from an approved leave of absence, he or she will be placed in the next available class/classes on space available basis.
6. Any student who fails to notify the graduate nursing program of a leave of absence will forfeit his or her space in the graduate nursing program and must reapply for admission.
7. Permission for a leave of absence may be granted for up to one semester; however, students must meet the 7-year time limitation set by the Graduate College. Students who have not demonstrated responsibility or have not shown potential for successful completion of the program will be denied a leave of absence and will be dismissed from the program.
8. Consideration for an LOA are usually given for illness (both of the student and a family member in which case documentation is required from the treating health care provider), maternity leave, adoption, military leave, and death of a family member.

Revised GAPS 2/09/10

WITHDRAWAL from CLASSES

All students are required to meet with their advisor prior to dropping an individual course; and all withdrawals must be in writing. Student must adhere to the academic calendar for the dates to withdraw for single course or total program withdrawal.

Students may withdraw from a full semester individual course during the first ten weeks. Check University calendar for dates. It is up to the student to withdraw from classes at the Registrar's Office. Just sending a letter to the Graduate Nursing Office is not enough.

After the first 10 weeks are past, students cannot withdraw from **individual** classes but may withdraw completely from all courses for that semester through the last class date. This is a university policy. Check semester calendar for dates.

POLICIES RELATED TO GRADUATION

Evidence-Based Practice Project.

In addition to the other requirements for the master's degree, each student must complete an Evidence-Based Practice Project. This affords the student an opportunity to demonstrate broad comprehension and synthesis of the major subject. Each tract of the MSN program requires the completion of an evidence-based practice project.

Application for Graduation

Applications for Graduation **MUST** be filed in the Office of the Graduate Dean (113 Old Main, Huntington), or the Office of Adult Student Services (South Charleston) **NO LATER** than the date printed in the University calendar of the final term or semester in which the degree requirements will be completed. Forms for applying and paying fees for graduation may be obtained from the MU website. For Master's students, a receipt for a diploma fee payable at the Bursar's Office, must be attached to the application before it will be accepted by the Graduate College Office.

Grade Point Average and Other Requirements for Graduation

The Grade Point Average is computed on all graduate coursework taken at Marshall University with the exception of outdated course work and courses with grades of W, PR, NC or CR. The grade of I is computed as an F in determining qualifications for graduation.

The requirements for graduation include completion of the program requirements, successful completion of required comprehensive assessments, a graduate Grade Point Average of at least 3.0 both overall and in the approved program of study, and satisfactory fulfillment of other academic requirements.

Students planning to graduate in a semester or term must provide all data to be applied toward the graduation to the Graduate College Office by the advertised last day for the submission of the final grades for the semester or term. This documentation is to include official transcripts from institutions external to Marshall. Said transcripts must be received in the Graduate College Office by the stated deadline. All incomplete grades must be officially

removed by the accepted University procedure by this same deadline. Failure on the part of students to comply with this policy will result in their being removed from the graduation list for the term in question.

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