Irene Ransom Bradley
School of Nursing

Doctor of Nursing Practice

MSN to DNP Program Guide
2019-2020
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Welcome to the
Irene Ransom Bradley
School of Nursing
at Pittsburg State University

The faculty, staff and I would like to extend a warm welcome to you and thank you for your interest in the Doctor of Nursing Practice program offered by the Irene Ransom Bradley School of Nursing. We are excited to be able to provide students a program offering the highest level of education in support of advanced practice in nursing. The DNP curriculum includes a full complement of theoretical, practice and research/evidence-based teaching-learning experiences. Elective courses in nursing education are available to those seeking preparation as clinical faculty.

Faculty are available for advising prospective students by contacting our office for an appointment. We welcome the opportunity to visit with you about both your education and career goals. Please let us know how we can be of further assistance to you.

Sincerely,

Cheryl Giefer, PhD, APRN
University Professor
Director
Irene Ransom Bradley School of Nursing

Pittsburg State University is committed to a policy of educational equity. Accordingly, the University admits students, grants financial aid and scholarships, conducts all educational programs, activities, and employment practices without regard to race, color, religion, sex, national origin, sexual orientation, age, marital status, ancestry, genetic information, or disabilities. Any person having inquiries concerning the University compliance with regulations implementing Title VI, Title IX, Section 503, Section 504, and A.D.A. is directed to contact Ms. Cindy Johnson, Director of Equal Opportunity, 218 Russ Hall, Pittsburg State University, Pittsburg, KS 66762, telephone (620) 235-4189. Cindy Johnson has been designated by the University to coordinate the institution's compliance with regulations implementing Title VI, Title IX, Section 503, Section 504, and A.D.A.
Website: https://www.pittstate.edu/hr/policies/affirmative-action-policy.html
# SCHOOL OF NURSING
## Faculty and Staff

<table>
<thead>
<tr>
<th>Full-Time Faculty</th>
<th>E-Mail Address</th>
<th>Office Number</th>
<th>Office Phone Number (McPherson, unless noted)</th>
</tr>
</thead>
<tbody>
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<td>120</td>
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<td>101</td>
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General Information

History
The Kansas State Legislature, following recommendation from the Kansas Board of Regents in 1969, established the Department of Nursing at Pittsburg State University in the fall of 1970. The nursing program received funding from the State Legislature in the spring of 1970, providing for a chairperson and two faculty for the planning year 1970-71.

Many years of planning involving the University, Mt. Carmel Medical Center, and the community preceded the establishment of the baccalaureate nursing program at Pittsburg State University. Responding to trends in nursing education and changes in the health care delivery system, Mt. Carmel Medical Center agreed to discontinue its School of Nursing when the University was ready to have a baccalaureate program in nursing. Mt. Carmel began phasing out its diploma program in 1970 and its last class was graduated in 1972.

The program at Pittsburg State University was approved by the Kansas State Board of Nursing in the spring of 1971 and 30 juniors were admitted to the upper division clinical nursing courses in the 1971 fall semester. The first class graduated in May 1973. At that time and until McPherson Nurse Education Building was completed, the Department was in a large, white, two-story house that was very homey, but somewhat crowded.

In 1974, under the direction of the first Chairman of the School of Nursing, Cecilia Waggoner, federal grant monies for constructing a new nursing education building were approved. Matching funds donated by the McPherson family estate in the amount of $400,000 were earmarked by Pittsburg State University to be used for construction of the educational facility. Construction of McPherson Hall began in the first part of 1976 and was completed during the summer of 1977. Dedication of the new building was held in September 1977, with Governor John Bennett in attendance.

McPherson Hall was designed and constructed with the objectives of the nursing program and the needs of the student in mind. Offices of all full-time faculty members are private. The reception area provides an attractive efficient atmosphere and workspace. The classrooms provide for groups of different sizes and the use of technology and varied instructional methods. A wide range of audio-visuals can be utilized because of the modern media capabilities. A health simulation center and learning resources center with professional staff is available. The Center has a family of simulators for student learning, and a student lounge with kitchen overlooks the university lake.

The first cohort of students in the Bachelors of Science in Nursing (BSN) pre-licensure track were admitted in fall 1971 and graduated in May 1973. The first cohort of students in the RN to BSN completion track were admitted in 1973. The BSN program was initially accredited by the National League for Nursing Program Council of Baccalaureate and Higher Degree Programs in 1975 and reaccredited in 1981, 1989, and 2000. The BSN program was initially accredited by the
Commission on Collegiate Nursing Education (CCNE) in 2005 and reaccredited in 2010. The next evaluation will occur in 2020. The most recent comprehensive review of the BSN curricula and program outcomes occurred in 2011 and 2012. The review utilized gap analysis to identify congruence of the curricula with The Essentials of Baccalaureate Education for Professional Nursing Practice [American Association of Colleges of Nursing (AACN), 2008], course content mapping, and input from consultants, faculty, students, and stakeholders. The revised curricula and program outcomes were approved in February 2013 and implemented in fall 2015. The pre-licensure program admits 76 students annually in the fall and there are 40 students currently enrolled in the RN to BSN completion track.

The RN to BSN track may be viewed as a flexible alternative program plan. Although adjustments are made in the course content of the registered nurse student, the curricular, graduation, and course objectives are the same as those for the prelicensure student. To accommodate the needs of the registered nurse student, courses have been offered with flexible scheduling including ample use of distance technologies and online classes. In 2018, the RN to BSN program will be entirely online.

Since the mid-1980s, Pittsburg State University's Department of Nursing had expressed an interest in developing a Master of Science Degree in nursing program. This interest had been spurred by registered nursing students, area health care providers and agencies who indicated a need for nurses prepared at the master's level in nursing.

In the winter of 1990, with the encouragement of the Pittsburg State University administration, the nursing faculty met to discuss the feasibility of a master's degree program. A Master's Task Force Committee was formed to study the possibility of a master's program. Community leaders, college administration, nursing service, library personnel, nursing faculty, and alumni comprised the Master's Task Force Committee. In May 1990, funds for a feasibility study were obtained from Pittsburg State University and Dr. Lois Frels of Frels and Shoemaker Associates was contacted to conduct the study. The outcome of the feasibility was favorable; therefore, work on a proposal for a new Master of Science Degree in Nursing began.

In March of 1993 the Kansas Board of Regents approved the establishment of a Master of Science in Nursing in Family Health at Pittsburg State University. The first class was admitted in the fall of 1993 and Clinical Nurse Specialist graduates were further prepared in the areas of education, administration, or gerontology.

In June of 1995 the Family Nurse Practitioner curriculum for the Master of Science in Nursing began at Pittsburg State University in collaboration with the University of Kansas, Wichita State University, and Fort Hays State University. The Master of Science in Nursing program has been continuously approved by the Kansas State Board of Nursing since its inception. In 2000, the graduate program earned national accreditation from the National League for Nursing Accrediting Commission (NLNAC). The current Master of Science in Nursing program is fully accredited CCNE. The Doctor of Nursing Practice program was granted accreditation for 5 years, extending to June 30, 2022. The accreditation action is effective as of October 17, 2016, which is the first day of the program’s recent CCNE on-site evaluation.

As far back as 2009, PSU began planning for the Doctor of Nursing Practice (DNP) program.
Starting in the fall of 2010, two different faculty were awarded sabbatical to begin the preliminary steps necessary to offer the first doctoral degree at Pittsburg State University. In 2011, a feasibility study was completed under the direction of Dr. Pomatto. A DNP task force, was formed by nursing faculty in 2012. In 2014, the PSU Irene Ransom Bradley School of Nursing received approval from the Higher Learning Commission, the Kansas Board of Regents and the Kansas State Board of Nursing to transition the existing Master of Science in Nursing Program preparing Family Nurse Practitioners to the Doctor of Nursing Practice degree. PSU began its MSN to DNP Track on June 1, 2015, and began its BSN to DNP Track June 1, 2016.

With the MSN/Family Nurse Practitioner (FNP) program transitioning from a MSN/FNP to a DNP/FNP program, the School of Nursing had a strong desire to continue offering a Master of Science in Nursing degree. For many years, PSU School of Nursing has helped prepared regional nurse educators with graduate academic preparation. A task force determined the most logical degree would be a Master of Science in Nursing with Education Emphasis. This inter-disciplinary graduate program was developed in collaboration with the PSU Department of Teaching and Leadership from the College of Education.

The task force prepared a curriculum and program outcomes in concert with The Essentials of Master’s Education in Nursing (AACN, 2011) and with input from faculty, community stakeholders, advisory board, and consultant input from the University of Kansas School of Nursing administrators. The PSU School of Nursing, College of Arts and Sciences and Graduate Council, as well as Kansas State Board of Nursing, and the Kansas Board of Regents approved the new program. Graduates of this program will be eligible to sit for the Nurse Educator Certification Examination, administered by the National League for Nursing's Academic Nurse Educator Certification Program. The first cohort of students will begin fall 2017.

In July 2013 the Kansas Board of Regents along with Pittsburg State University officials elevated the Department of Nursing to the rank of School within the university, in recognition of the nursing program’s growing size and complexity. In September 2013, Dr. Fay Bradley was recognized for a generous donation to the program. The School of Nursing (SON) acquired the name Irene Ransom Bradley School of Nursing in honor of Dr. Bradley’s mother.

Pittsburg State University is accredited by The Higher Learning Commission: A Commission of The North Central Association of Colleges and Schools. The baccalaureate degree in nursing, the master’s degree in nursing, and the DNP program at Pittsburg State University are accredited by the Commission on Collegiate Nursing Education (http://www.aacn.nche.edu/ccne-accreditation). The baccalaureate, master's and DNP programs are approved by the Kansas State Board of Nursing (www.ksbn.org). The DNP program has been approved by the Kansas Board of Regents, Kansas State Board of Nursing, and the Higher Learning Commission.

http://www.pittstate.edu/department/nursing/
Mission Statement
The mission of the Irene Ransom Bradley School of Nursing is to support the University in providing transformational experiences for our students and the community.

The School of Nursing prepares graduates to demonstrate excellence in practice, to meet regulatory requirements for practice, to assume leadership roles and to engage in learning as a lifelong process.

The programs of the School of Nursing reflect the university mission of teaching, scholarship and service, with teaching-learning as the primary focus. Recognizing the unique characteristics and needs of our diverse, primarily rural setting, the programs of the School of Nursing prepare graduates to provide nursing care to individuals, families, groups, communities, and populations in a variety of settings.

The baccalaureate nursing curriculum builds upon a foundation of the arts, sciences and humanities and provides a base for graduate study. The graduate curriculum builds upon the competencies of baccalaureate nursing and focuses on advanced nursing roles.

The vision of the Irene Ransom Bradley School of Nursing is to collaborate with health care systems, educational institutions, and communities-of-interest, while assuming the leadership role in pursuit of excellence in nursing through education of undergraduate and graduate students.

Core Values:

Student Focused – Make students and their success the driving force behind decisions at all levels.

Excellence – Demand quality in all aspects of the college’s operation.

By Doing Learn – Provide academic programs and acceptance of a variety of ideas, beliefs and cultures.

Diversity – Support an understanding and acceptance of a variety of ideas, beliefs and cultures.

Community – Enhance the College’s strong relationship with the Pittsburg area community, region and beyond.

Innovation – Support creative and critical thinking that promotes informed intellectual risk taking.

Sustainability – Establish best practices relevant to resource conservation.

DNP Majors
The Doctor of Nursing Practice (DNP) is an advanced level graduate nursing degree program offering the highest level of preparation for nursing practice. The DNP program will offer the major, Advanced Practice Nursing, with opportunity for specialization in the advanced practice role, Family Nurse Practitioner in two tracks, the BSN to DNP and MSN to DNP. An emphasis in nursing education will be an elective option. At completion of the program, graduates will possess the terminal degree for nursing practice and will be prepared to function as expert clinicians, nurse leaders and/or clinical nursing faculty. BSN to DNP graduates will be eligible to sit for national certification in their specialty and will be eligible to make application for licensure as advanced practice registered nurses (APRNs).
DNP Program Outcomes:

1. Integrate theories and research from nursing science and other disciplines in provision of the highest level of evidence-based nursing practice. (AACN Essentials 1)
2. Evaluate organizational and systems leadership for the improvement of nursing care and healthcare delivery outcomes in primarily rural settings. (AACN Essentials 2)
3. Use analytical methods in dissemination of findings of clinical scholarship in support of evidence-based practice. (AACN Essentials 3)
4. Contribute to improving nursing and healthcare through managing information systems and patient care technology. (AACN Essentials 4)
5. Synthesize healthcare policy in advocacy for patient/family care in all populations with emphasis in rural settings. (AACN Essentials 5)
6. Communicate and collaborate to lead inter-professional teams in advancing population health particularly in rural settings. (AACN Essentials 6)
7. Improve health status in the nation, particularly in rural settings, by evaluating nursing and health care delivery and using concepts and scientific data sources of health promotion, disease prevention, epidemiology, environment, community, culture, and socioeconomics among others. (AACN Essentials 7)
8. Consider long-term and short-term personal and professional goals for advancement of doctoral level practice. (AACN Essentials 8)

(American Association of Colleges of Nursing, Essentials for Doctoral Education for Advanced Practice, October 2006)
## Program Plans of Study

**MSN to DNP, 1 Year**

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<tr>
<th>Year 1-Summer</th>
<th>Credit Hours</th>
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<tr>
<td>NURS 801 DNP Intensive Seminar ....................................................</td>
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<tr>
<td>NURS 895 Interpreting Research for Evidence Based Nursing Practice</td>
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<td>NURS 885 Informatics for Healthcare .................................</td>
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<td>NURS 894 Principles of Epidemiology ..........................................</td>
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**Year 1-Fall**

| NURS 911 Tools for Practice Scholarship ............................... | 3            |
| NURS 808 Translation to Doctoral Leadership and Theory .......... | 3            |
| NURS 889 Impact of Health Determinants ............................... | 3            |
| NURS 920 DNP Scholarly Project** .............................................. | 2            |

**Year 1-Spring**

| NURS 920 DNP Scholarly Project** .............................................. | 2            |
| Elective ................................................................. | 3            |
| NURS 900 Quality, Safety and Practice Outcomes .................. | 3            |
| NURS 888 Health Policy ............................................................. | 2            |

**Year 2-Summer**

| NURS 920 DNP Scholarly Project** .............................................. | 2            |
| NURS 910 Clinical Residency 96 Practice Hours .................. | 2            |

**Program Total Credit Hours ................................................................. 32**

** DNP Scholarly Project Total: 6 hours

*Elective area 3 hours
### MSN to DNP with Education Emphasis, 1 Year

#### Year 1-Summer

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#### Year 1-Fall

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<tr>
<td>NURS 889 Impact of Health Determinants</td>
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<td>NURS 854 Teaching Strategies Practicum</td>
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#### Year 1-Spring

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<td>NURS 888 Health Policy</td>
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<td>NURS 850 Curriculum Development</td>
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<td>NURS 856 Education Practicum</td>
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<tr>
<td>NURS 910 Clinical Residency (96 Clinical Hours)</td>
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<td>NURS 853 Evaluation for Nurse Educators</td>
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**Program Total Credit Hours** ................................................................................................................. 38

** DNP Scholarly Project Total: 6 hours
MSN to DNP, 2 Year

Year 1—Summer

NURS 801 DNP Intensive Seminar .......................................................................................1
NURS 895 Interpreting Research for Evidence Based Nursing Practice ..............................2
NURS 894 Principles of Epidemiology ..................................................................................2

Year 1—Fall

NURS 808 Translation to Doctoral Leadership and Theory ....................................................3
NURS 911 Tools for Practice Scholarship ................................................................................3
NURS 920 DNP Scholarly Project** .....................................................................................1

Year 1—Spring

NURS 900 Quality, Safety and Practice Outcomes .................................................................3
NURS 888 Health Policy .........................................................................................................2
NURS 920 DNP Scholarly Project** .....................................................................................1

Year 2—Summer

NURS 885 Informatics for Healthcare .....................................................................................2
NURS 920 DNP Scholarly Project** .....................................................................................1

Year 2—Fall

NURS 910 Clinical Residency (96 Clinical Hours) .................................................................2
NURS 889 Impact of Health Determinants .............................................................................3
NURS 920 DNP Scholarly Project** .....................................................................................1

Year 2—Spring

Elective ..................................................................................................................................3
NURS 920 DNP Scholarly Project** .....................................................................................2

Program Total Credit Hours ....................................................................................................32

** DNP Scholarly Project Total: 6 hours

*Elective area 3 hours
MSN to DNP with Education Emphasis, 2 Year

Year 1—Summer

NURS 801 DNP Intensive Seminar .................................................................1
NURS 895 Interpreting Research for Evidence Based Nursing Practice ...........2
NURS 894 Principles of Epidemiology .............................................................2

Year 1—Fall

NURS 808 Translation to Doctoral Leadership and Theory .................................3
NURS 911 Tools for Practice Scholarship ..........................................................3
NURS 855 Teaching Strategies ..........................................................................2
NURS 854 Teaching Strategies Practicum .............................................................1
NURS 920 DNP Scholarly Project** .................................................................1

Year 1—Spring

NURS 900 Quality, Safety and Practice Outcomes ..............................................3
NURS 888 Health Policy .....................................................................................2
NURS 850 Curriculum Development ..................................................................3
NURS 920 DNP Scholarly Project** .................................................................1

Year 2—Summer

NURS 920 DNP Scholarly Project** .................................................................1
NURS 885 Informatics for Healthcare .................................................................2
NURS 853 Evaluation for Nurse Educators .........................................................1

Year 2—Fall

NURS 920 DNP Scholarly Project** .................................................................2
NURS 910 Clinical Residency 96 Practice Hours ...............................................2
NURS 889 Impact of Health Determinates .........................................................3

Year 2—Spring

NURS 920 DNP Scholarly Project** .................................................................2
NURS 856 Education Practicum ......................................................................2

Program Total Credit Hours ..............................................................................38

** DNP Scholarly Project Total: 6 hours
Admission Requirements for the School of Nursing, Doctor of Nursing Practice Program (MSN to DNP):
(Failure to submit all items will result in an incomplete application that will not be reviewed)

1. The Application for Admission to Graduate School (Pittsburg State) with required application fee must be completed as a MSN to DNP student and submitted along with all official undergraduate and graduate transcripts of college work to the Graduate and Continuing Studies Office, 112 Russ Hall.

2. MSN to DNP Program Application (\textbf{\$135.00 application cost} payable to School of Nursing) with all application requirements completed.

3. Standardized Pre-Testing: Upon receipt of your MSN-DNP Program Application and application fee ($135.00) you will be sent testing instructions to the e-mail you provided on your application.

4. Confirmation of all undergraduate and graduate coursework. Preference is given to those with 3.5 or above cumulative GPA in graduate coursework.

5. Three confidential letters of reference must be submitted to the School of Nursing. One reference from immediate nursing employment supervisor(s), one reference from the applicants MSN program faculty, and one other professional reference. Students are encouraged to call the School of Nursing prior to application due dates to verify that references have been received.

6. Documentation of graduation from a nursing program at the undergraduate and graduate level that is nationally accredited by the National League for Nursing and/or Commission on Collegiate Nursing Education.

7. Provision of a detailed resume including all professional work experience(s) as a registered nurse and advanced practice registered nurse.

8. Documentation of the comprehensive nature of current advanced practice in nursing, through a letter signed by current employer on official letterhead.

9. Evidence of completion of separate graduate level nursing physical assessment, pharmacology, pathophysiology, and statistics courses.

10. An applicant who is born outside of the U.S. is required to submit proof that he or she has taken and passed the TOEFL iBT (Test of English as a Foreign Language-Internet Based Test). Each area must meet the minimum requirement (Writing, Speaking, Reading and Listening) as well as the total score for all areas must be met. Minimum scores for the TOEFL iBT are as follows: Writing-20; Speaking-20; Reading-19; Listening-20; for a total of 79.

11. A personal interview may be required.

\textbf{Note for Items 12, 13, 14:} The School of Nursing contracts with Certiphi, a company that handles our immunization tracking. This service is at the student expense. If you are admitted to the MSN-DNP Degree Program your name will be uploaded to the Certiphi website. You will receive an e-mail at your gus.pittstate.edu e-mail address from myrecordtracker@verticalscreening.com with instructions on how to create an account and log in.
12. Proof of a current Kansas licensure as an Advanced Practice Registered Nurse is required by May 1, 2020. Please Note: All students must be licensed in states where clinical practicum occurs.

13. Proof of evidence of national certification as a Nurse Practitioner.


15. Self-report of arrests, convictions or diversions are required. Applicants with a criminal history including past and/or current diversions, misdemeanors, felonies and/or arrests or those for which action is pending will be evaluated on an individual basis with no guarantee of admission. (Those with applications on file or admitted DNP students are required to self-report in writing and within 24 hours any new arrest, conviction or diversion as a condition of progression in the nursing program. Admitted students may be suspended until the action is fully investigated. Progression will be evaluated on an individual basis and continued participation in the program is not guaranteed.) Failure to notify as an applicant or admitted DNP student results in not being admitted, being suspended until legal issue is resolved or dismissal from the program.

16. The Irene Ransom Bradley School of Nursing requires applicants to report on application past and/or current disciplinary action against all licenses, certifications and/or registrations as well as disciplinary action by a state board of/or a governmental agency. (Some examples are: driver’s license, fishing license, hunting license, day care license, nursing home administrator license, nursing license in Kansas or another state, CNA/CMA/HHA certification, school teacher certification, dishonorable discharge and/or other than honorable discharge from any branch of the military, or disciplinary sanction from any branch of the military). Those with applications on file or admitted DNP students must report actions within 24 hours. Admitted students may be suspended until the action is fully investigated. Progression will be evaluated on an individual basis and continued participation in the program is not guaranteed. Failure to notify as an applicant or admitted DNP student results in not being admitted, being suspended until legal issue is resolved or dismissal from the program. If report is necessary, please provide circumstances leading up to the disciplinary action, date of disciplinary action, actual disciplinary action that was taken and current status of the action. The applicant is required to provide certified, dated copies of disciplinary documents.

18. Applicants are required to purchase a background check through https://myeb.castlebranch.com. This is a National Background check in the applicant’s current state of residence.

19. If you are a NON-RESIDENT of Kansas, you are required to submit a Kansas Bureau of Investigation Background Check. Complete the attached Kansas Central Repository Certified Record Check Request Form and return it to Kansas Bureau of Investigation, ATTN: Central Repository, 1620 Tyler, Topeka, KS. 66612-1837 along with a check or money order for $30.00 payable to KBI Record Check Fee Fund. If you have questions about completion of the Certified Record Check Request Form please call 620-235-4431.

A mandatory online DNP Student Orientation will be scheduled during April. Please watch for a Canvas announcement.
Doctor of Nursing Practice applicants will be considered for admission based on both admission requirements and resource availability. December 1, 2019 is the application deadline for first consideration for admission to the DNP program beginning Summer Session 2020. Applications will be accepted in the office until 4:30 p.m. or postmarked by 11:59 p.m. on Monday, December 2, 2019. Applications that meet all requirements will be reviewed and ranked based on GPA, critical thinking test results, references and a writing sample. If you are considering submitting a late application for possible consideration should additional seats become available, please contact the school prior to submitting the application. Personal interview results will be considered when applicable. Please consult with faculty advisors as you develop your application.

The application procedure includes:

Completion of application packet to the School of Nursing by established due date.

The application packet specifies fee amounts to be remitted.

Any student request for exception or waiver of any published admission requirement including but not limited to specific course requirements must be made in writing in formal letter and addressed to the Director of the School of Nursing. Written requests will only be accepted per registered mail. The request must be accompanied by a written explanation to assist in arriving at a fair decision. Granted or denied waivers or exceptions will be made in writing in formal letter and will be sent per registered mail. The School of Nursing assumes no responsibility to grant waivers or exceptions that are not made according to this protocol. Students are responsible for obtaining the information that they need in order to know, understand, and meet admission requirements.

Applicants will be notified of admission status by the last week of January 2020.

Applicants who are granted conditional admission into the program will be required to contact a PSU Nursing advisor by the end of April 2020. Failure to do so could result in the applicant forfeiting their seat.

The number of students admitted to the Doctor of Nursing Practice program in nursing is determined by the number of faculty and available program and clinical resources. When there are more qualified applicants than spaces available, an alternate list is prepared. If openings become available, the School of Nursing Director will admit individuals according to established guidelines. Completed application packets received after the established due date will be considered if spaces become available. During the spring prior to entering the DNP program, information will be communicated regarding requirements for dress, books, and other items. An orientation session may be required prior to starting classes.

All admission and program requirements must be met in full prior to start of the DNP program.
Curriculum, Academic Requirements and Progression

Graduate School Policies

Visit Graduate and Continuing Studies Web page for commonly used policies at:
https://www.pittstate.edu/graduate/index.html

A complete registry of Graduate School policies can be found in the University Catalog;

Time Limit to Complete Degree

Credits earned more than six years before the date of granting the degree cannot be counted to meet requirements for the degree unless they are validated by special examination or repeated. Examinations and grades for validated courses are given by the course instructor or departmental faculty.
http://catalog.pittstate.edu/contentm/blueprints/blueprint_display.php?bp_listing_id=154&blueprint_id=290&sid=1&menu_id=11102

Transfer and Wavier of Credit Policy

Any transfer or waiver of graduate credit that applies to a degree must have the recommendation of the student’s School of Nursing advisor and the approval of the Dean of Graduate and Continuing Studies.

Hours may be transferred from another accredited graduate school and applied to a program of study with the approval of the student’s department. Only work graded B or higher may be transferred.

Credits from a completed graduate degree may be used as evidence for waiver of requirements in another graduate degree program. Decisions that requirements may be waived are based on evidence of past course work and/or experience. Waivers are of two types: 1) a requirement may be waived but total degree credit required may be the same; or 2) a requirement may be waived and the number of credits required may be reduced by that credit amount.

Validation of Previous Work

Credits earned more than six years before the date of granting the degree cannot be counted to meet requirements for the degree unless they are validated by special examination or repeated. Examinations and grades for validated courses are given by the course instructor and must be filed in the Graduate Office.

Courses are eligible for validation only if they have been taken within a ten-year period from when the candidate’s degree will be completed. Courses from other institutions may not be validated; therefore, transferable courses must be no more than six years old at the time of granting the degree.
http://catalog.pittstate.edu/contentm/blueprints/blueprint_display.php?bp_listing_id=154&blueprint_id=290&sid=1&menu_id=11102
Planning to Meet the Degree Requirements

At the time of admission into a degree program, students shall meet with their advisors to make a tentative plan for their entire degree program. Agreement upon courses to be transferred, waived, or validated should be made at that time. Specific courses and number of credit hours of graduate work taken in special graduate student status that are applicable to the degree should also be determined. Typically, no more than 12 credits taken in special graduate status will apply to a degree at Pittsburg State University. Once admitted, it is strongly recommended that students not engage in full-time employment. Students must be fully admitted to the DNP Program before taking nursing courses.

Academic Standing (Approved by Graduate Council 4/11/07)

A student who has not maintained a 3.0 grade point average, has earned six hours of C grade work, and/or has failed a course with a grade of D or F can be placed on Academic Alert status. A student who has been placed on Academic Alert can be required to enroll in fewer hours for the following semesters, be required to repeat courses, not be eligible for an assistantship and/or be dismissed from the Graduate School. Students on Academic Alert Status will be monitored each semester to confirm that they are improving their academic standing.

A student who has not maintained a 3.0 grade point average, earned more than six hours of C grade work, and/or has failed a course with a grade of D or F, can be dismissed from the Graduate School by the Graduate School Dean. After consultation with the student’s academic advisor, may terminate a student’s graduate status because of unsatisfactory academic performance. Students who have been Academically Dismissed will not be admitted to a graduate degree program for a period of two years.

DNP Nursing Program Progression Policy

Students must maintain continuous enrollment in the DNP Program based upon their program plan of study. If a lapse of enrollment is requested, the Director of the School of Nursing must be notified in writing by Certified Letter. The student and academic advisor will meet and plan an altered Program of Study. The altered Program of Study will require approval by the appropriate faculty committee and Director of the school. Students must meet with their graduate academic advisor prior to re-enrollment. Re-enrollment may be based on space availability and course offerings as determined by the Director of the School of Nursing. Requests to return to study should be made per written Certified Letter.

A graduate nursing student must maintain an overall average of 3.0 GPA with no more than two Cs in 700 level and above course work in nursing taken as part of the BSN or graduate programs. A graduate nursing student earning a grade of “C” or below in more than two courses must submit a request written per Certified Letter to the Director of the SON and appropriate committee for consideration for readmission and repetition of the course. According to PSU policy only 6 hours may be repeated with no course repeated more than once.
**Degree Plans and Enrollment Out of Sequence**

All students are to develop an initial degree plan with their assigned advisor prior to start of the program. Degree plans that vary from the normal course sequence are to be submitted by the student in writing per Certified Letter, with rationale for the variance, to the Director of the School of Nursing, who forwards it to the appropriate committee. Faculty must approve the altered degree plan.

**Dismissal Due to Unsatisfactory Performance and Appeal Process**

The Dean of Continuing and Graduate Studies, after consultation with the SON advisor, may terminate a student’s graduate status because of unsatisfactory academic performance. This dismissal may be appealed to the Graduate Council.

**Withdrawal from Classes**

It may be necessary for a student to withdraw from course work due to unforeseeable circumstances. It is the responsibility of the student to inform the Registrar's Office of the withdrawal in writing or the grade may be recorded as an F. The student is responsible to seek counsel from the academic advisor and/or the Director of the School of Nursing.

The student may request re-admission to departmental courses within a year of voluntary withdrawal. Re-enrollment may be based on space available as determined by the Director of the School of Nursing.

http://catalog.pittstate.edu/contentm/blueprints/blueprint_display.php?bp_listing_id=162&blueprint_id=137&sid=1&menu_id=8592

**Incomplete Work/In-Progress**

Incomplete grade is to be utilized in rare instances when a student is unable to complete a course due to circumstances beyond his/her control. The student must have successfully completed a majority of the course work to be eligible. The instructor must state clearly in writing what is needed to successfully complete the course. This information will be provided via GUS to both the student and the Director of the School of Nursing. The plan cannot require the student to repeat the course as an option for removing an “IN” grade. Instructor must provide the grade the student would earn if no additional work is completed by entering a grade of “IB” “IC” “ID” “IF”, calculating the missing work as zero grades. The second letter supplies the default grade that will replace the “IN” grade at the end of one full subsequent fall or spring semester if no additional work is completed. If the student opts to graduate prior to the allowed deadline for removal of an incomplete, the default grade will be recorded, and the student may not complete the work to achieve a higher final grade after graduation. A grade of In Progress “IP” may be given when a student is enrolled in a course that requires the student to engage in projects that extend past the end of the semester. Such courses must be legislated and approved by the Graduate Council for use of the “IP” grade. As within complete grades, an In Progress not removed within one year shall be regarded as a failure and the “IP” grade will be changed to an “F” and included in the computation of the student’s GPA. Courses that do not automatically change to an F after a year will, if still Incomplete or In Progress after two years of no enrollment in graduate courses, be regarded as permanently Incomplete and will receive the designation “IX”. Once a grade of “IX” has been posted for a course, a student wishing to earn credit for that course will be required to re-enroll in it and to pay the required tuition and fees.

http://catalog.pittstate.edu/contentm/blueprints/blueprint_display.php?bp_listing_id=162&blueprint_id=98&sid=1&menu_id=348
Financial Assistance

Students seeking financial aid should contact the Office of Student Financial Assistance. The Office of Student Financial Assistance administers a range of scholarships, grants and loans. After admission to the nursing major, each student may apply on-line for the scholarships administered by the School of Nursing. The recipients are selected by a committee according to established criteria.

Essential Nursing Physical Functions

Each student will regularly perform the following activities:

1. Remain alert and able to engage in safe patient/client care including being able to respond to patient/client needs in an emergency situation at all moments in time.

2. Stand for long periods of time.

3. Work or walk at a fast pace.

4. Lift heavy objects (25 lbs. or more) several times a day.

5. Speak clearly and distinctly.

6. Work alternating shifts (8-12 hours).

7. Respond appropriately to stress situations (physically, emotionally, & mentally).

8. Communicate effectively with physicians, patients, staff and patients’ families.

9. Write in patient’s chart (a legal document) clearly and neatly.

10. Hear a telephone ring and have the ability to take orders over the telephone.

11. Hear vital signs with stethoscope to assess blood pressure, heart rate, lung and vascular and abdominal sounds.

12. Hear beepers, alarms, etc. requiring quick response and have physical ability to respond quickly.

13. Read fine print on medication containers.

14. Read physician’s orders, monitors and instruction on medical equipment.

15. Demonstrate manual dexterity to don sterile gloves and gown, prepare medications aseptically and perform other nursing skills (administering injections, starting IV’s, dressing changes, performing CPR, etc.).
Health Impairment in Clinical Practicum Experiences

Health impairment in clinical practicum experiences is considered to be any physical, mental health or other illness/health issue/condition and/or injury affecting or potentially affecting the full functioning ability of a student during clinical practicum experiences in hospitals/community health or other settings, for a limited or extended period of time. Safety of students as well as patients/clients in clinical practicum experiences is of paramount importance and critical to provision of safe nursing practice. Therefore, students are required to report any illness/health issue/condition and/or injury that could interfere with their ability to perform at all times the Nursing Student Essential Clinical Functions (included in this guide/handbook) prior to initially engaging in or continuing to engage in patient/client care in clinical practicum experiences.

Reports should be made to the Director of the School of Nursing, Office 101B McPherson Hall, 620-235-4438, cgiefer@pittstate.edu Upon receipt of report, the Director will notify and meet with appropriate faculty and the Director of Equal Opportunity. If it is determined that there may be a potential that student/patient/client health, safety, well-being or care can be compromised by the student engaging in clinical practicum experiences, a Nursing Student Clinical Function Release Form (NSCFRF) signed by a physician or licensed health care provider (knowledgeable of the student’s illness/issue/condition and/or injury) will be required as well as further assessment and documentation of the illness/issue/condition or injury as appropriate. This will be required prior to engaging in any patient/client care in clinical practicum experiences. Any missed clinical practicum experiences and expected teaching-learning outcomes must be met prior to receiving a completed grade(s) in course work and proceeding in further clinical practicum courses.

Each student situation is reviewed on a case-by-case basis. Some physical, mental health or other health illnesses/issues/conditions or injuries may be found to inhibit the student’s ability to safely engage in care.

Failure to report per this policy could preclude the student from further participation in clinical practicum experiences in the nursing program. If you have questions, please contact Dr. Cheryl Giefer at the contact information listed above.

The Equal Opportunity Office is the central office for coordination of student physical disabilities and reasonable classroom accommodations at Pittsburg State University. Students who have a disability should register with the Equal Opportunity Office. Contact information: Ms. Cindy Johnson, 218 Russ Hall, cynthia.johnson@pittstate.edu, 620-235-4185.
For further information regarding the School of Nursing or to make an appointment with an advisor, please contact:

Pittsburg State University
Irene Ransom Bradley
School of Nursing
McPherson Hall
Pittsburg, Kansas 66762

(620) 235-4431 (Nursing Office)
(620) 235-4449 (Fax Number)

Website:  www.pittstate.edu/nurs

Peggy Totman E-mail:  ptotman@pittstate.edu
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Pittsburg State University
Irene Ransom Bradley
School of Nursing

“Caring to Make
a
Healthy Difference”

Irene Ransom Bradley School of Nursing Motto

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05/02/2019