

## **JANUARY 2023 ADDENDUM TO NURSING PROGRAM STUDENT HANDBOOK 2022-2023**

*Nursing Program Student Handbook 2022-2023: Clinical Skills laboratory Policy pg. 36*

Students will have three opportunities in the skills lab to demonstrate competency. Failure to demonstrate competency with the skill after the third attempt will result in course non-progression.

The student will be responsible for demonstrating competency of specified skills in the skills lab. The instructor will teach, demonstrate, and supervise the practice of the skill. The student is responsible for required readings and review of videos and handouts if applicable. The student should make arrangements for additional practice of the skill if needed.

E-value is utilized for some lab skills. The student is responsible for logging skills performed and patient demographics into E-value. The student will attempt to check-off the specified skill through one-on-one observation by an instructor. **The skills validation will be determined to be either successful (S) or unsuccessful (U). Evaluation will be based on the instructor's final assessment.**

The student will get three (3) opportunities to successfully complete each skill. The student cannot repeat a check-off attempt on the same day of a failed attempt. If unsuccessful on the first try, the student must do the following:

- Review of skill via reading procedure and video (if applicable)
- Practice in lab (as permits) and outside of lab time as needed
- Demonstration to another student who has previously checked off
- Arrange a second check-off attempt with the course coordinator

If unsuccessful on the second try, the student must do the following:

- Review of skill via reading procedure and video (if applicable)
- Practice in lab (as permits) and outside of lab time as needed
- Demonstration to faculty member
- Arrange a third (final) check-off attempt with the course coordinator

If the student is unsuccessful on the third try, the student will not be permitted to progress in the nursing course and will be withdrawn from that nursing course.

If a student is absent from a scheduled check-off validation for any reason, that check-off attempt is forfeited and a makeup will not be provided.

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## CLINICAL EVALUATION

Purpose: The purpose of the evaluation is to ascertain that the student has met measurable objectives deemed necessary for the competent practice of nursing.

Students will be evaluated on clinical performance in two ways.

1. Daily Self Performance (DSP)- This formative evaluation is done each day by the student and the clinical faculty members. Students have 24 hours to complete this evaluation. It will be done through E\*value. Any area that the faculty finds to be below the rating of 3 (three) may require that the student meet/talk with the course coordinator/full-time faculty (See below).

Grading: A grade is assigned for each competency or group of previously met competencies based on the scale above. The faculty/instructor should initiate conferencing and/or disciplinary measures if the student performs unsatisfactorily or unsafely. The clinical grade will be denoted as follows: (5) Exemplary, (4) Proficient, (3) Competent, (2) Needs Improvement, (1) Unsatisfactory, (0) Unsafe Practice/Critical Behavior

### EXEMPLARY = 5

- SUMMARY: Performs exemplary nursing care without assistance or direction from the clinical instructor except where necessary per clinical guidelines. The student is self-driven and demonstrates well-above expected level based on course criteria. "Above and beyond" compared to their peers.

### PROFICIENT = 4

- SUMMARY: Performs proficient nursing care with little assistance or direction from the clinical instructor. Performed above expectations and was mostly self-driven. "A touch above"

### COMPETENT = 3

- SUMMARY: Performs competent nursing care for skill and semester of student. Required some guidance or direction from the clinical instructor, but was safe for nursing practice and met clinical expectations. "Satisfactory/Met guidelines"

### NEEDS IMPROVEMENT = 2

- SUMMARY: Performed below-average nursing care and required more direction or guidance from the clinical instructor than that of their peers. The student had to be

corrected or cued many times. Could adequately demonstrate knowledge with direction, but not independently. “Missed the mark”

UNSATISFACTORY = 1

- SUMMARY: Provided minimal nursing care, did not actively participate in the clinical or was not prepared to the level expected for course criteria. Required extensive guidance, redirection, or assistance to function for the clinical day, however, did not perform any unsafe or critical behaviors. “At risk”

UNSAFE/CRITICAL BEHAVIOR = 0

- “Risky/Dangerous”

2. DSP sign-off -At the end of each semester, each student and one full-time faculty member will review all their formative (daily) evaluations.

3. Critical Behaviors are those behaviors that must always be met when representing SUSCC: examples include the clinical/laboratory setting, simulation center, professional meetings, and community outreaches. Failure to meet these expectations will result in disciplinary action. Clinical failure can result from the following:

- Practice or behaviors that are outside the facility policy as stated in student orientation and or college or student handbook.
- Practice outside of the student’s training and scope of practice.
- HIPAA violations (see policy).
- Intentional or unintentional safety practices that result in harm or potential harm to patients, students, or staff.
- Unprofessional behaviors.
- Pattern of unsafe behavior.

Clinical Unsatisfactory is given for acts that are deemed to be inappropriate or when a student is not performing at the expected level. Unsatisfactory clinical performances are placed in the student’s file and are carried from semester to semester. The repeated unsatisfactory clinical performance will constitute a clinical failure. It is the student’s responsibility to meet with the course coordinator/full-time faculty and set up remediation and plan of action. Clinical time that is deemed unsatisfactory must be made up.

Clinical Failure is given for a critical behavior (as listed above) or for repeated, uncorrected unsatisfactory clinical performance. When a clinical failure is given the student will receive a grade of “F” for the course. Readmission to the program will be determined by the Admission Progression Committee. If readmitted, prior clinical unsatisfactory/failure will remain in the student’s file and will be considered in any future clinical performance reviews/evaluations.

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The Americans with Disabilities Act (ADA) prohibits discrimination against any qualified person regardless of his or her disability. The College strives to create a welcoming environment and will work in good faith to meet the needs of all populations. All reasonable and appropriate accommodations for qualified disabled students, applicants, or employees, will be met unless doing so would present an undue hardship to the College.

To request accommodations, students with disabilities should provide documentation of the disability to the ADA Coordinator on their campus. The documentation should address the specific accommodation and should be dated within three years of the enrollment date. Once the documentation is filed with the ADA Coordinator, the student's instructors will be notified in writing of the requested accommodation. Please allow one week for all accommodation arrangements to be made. Students should update their information with the ADA Coordinator for the courses for which they are seeking accommodations each semester. Effective Spring 2023, all ADA computerized tests will occur in a designated location specifically set up for ADA testing.

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Students will be able to meet with their instructors during designated office hours/ tutoring hours. Office hours are posted outside each faculty member's office and/or in the course syllabus. Students must schedule appointments with faculty at a time that is mutually convenient for both the student and faculty. Appointments should be kept by both parties; if circumstances prevent this, the person unable to make the appointment should contact the other and attempt to reschedule. **Students who are reinstated into the program are required to meet with their current course faculty on an ongoing basis throughout the semester. The faculty for the current course enrolled will serve as the student mentor.**

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