EMPORIA STATE
U N I V E R S I T Y
■ *Department of* NURSING

MSN Student Handbook
Fall 2022-2023

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Department of Nursing Information

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Master of Science in Nursing (MSN) Degree Program

Emporia State University awards a Master of Science in Nursing upon completing the graduate nursing program requirements. The MSN curriculum, designed to accommodate the adult learner, is a rigorous program that prepares graduates as adaptive leaders with the intellectual foundation (knowledge, skills, and attitudes) required of professional nurses beyond baccalaureate nursing practice. Through scholarly inquiry, collaborative experiences, and leadership formation, the graduate is prepared for career advancement in healthcare management and nursing education.

All Department of Nursing MSN students will adhere to all ESU policies and guidelines in the ESU Graduate School Handbook and MSN Student Handbook.

Department of Nursing Core Mission and Philosophy

The Department of Nursing has adopted the following Core Mission and Philosophy, which provides a basis for the undergraduate and graduate nursing mission and philosophical statements.

Mission Statement of the Department

The mission of the Department of Nursing, a department within the College of Liberal Arts and Sciences at Emporia State University, is to offer a quality nursing program that prepares graduates as adaptive leaders with the knowledge, skills, and attitudes to function in a rewarding career, as professional nurses.

Department Philosophical Statement

In fulfilling the Mission of the Department of Nursing, the nursing faculty is guided by the Mission of Emporia State University, the Mission of the College of Liberal Arts and Sciences, and collective beliefs of the faculty. The faculty subscribes to Boyer's tenets of teaching, integration/creativity, and application/service. The scholarship of teaching is the faculty's primary commitment and responsibility. Faculty values the contributions of the scholarships of integration/creativity and application/service to the processes of education and learning and to the discipline of nursing.

Education and learning are continuous, evolving lifelong processes, with the student benefiting from diverse learning experiences. The student has the primary responsibility for learning. The arts, sciences, and humanities provide the foundation for education and learning. It is in the synthesis and application of empirical and theoretical knowledge from the arts, sciences, humanities, and nursing that the student demonstrates the ability to function in the discipline of nursing.

Five major interrelated concepts derived from the Roy Adaptation Model provide the organizing framework for the nursing curriculum. The concepts are nursing, Person, adaptation, health, and environment.

Nursing is a health care profession that uses specialized knowledge, skills, and attitudes to contribute to the needs of society for health and well-being. The knowledge, skills, and attitudes are demonstrated through higher-order problem solving; professional nursing values; leadership abilities; promotion of health, reduction of risk, and the management of illness and disease; and therapeutic nursing interventions (TNIs). Nursing is delivered within the health care system through the use of the nursing process. Nursing is both an art and a science. The goal of nursing is to promote adaptation for unique and diverse individuals and groups.

Person is the recipient of nursing. Person is a biopsychosocial, cognitive, and spiritual being that functions holistically as an adaptive system within adaptive modes. Person includes individuals or groups. Groups are comprised of families, organizations, communities, and society. Individuals and groups are responsible for making decisions that influence their lives and their adaptation.

Adaptation is the process and outcome whereby individuals or groups use conscious awareness and choice to create human and environmental integration.

Health is a state of being and a process of becoming an integrated and whole Person achieved through adaptation. Health varies throughout the life continuum and is influenced by the environment.

Environment is all conditions, circumstances, and influences that surround and affect the development and behavior of individuals and groups as adaptive systems, with particular consideration of human and earth resources. (4/5/10) (7/2014) (6/2015)

Master of Science in Nursing Mission, Philosophy, Purpose, Curricular Threads, and Learning Outcomes

MSN Program Mission Statement
The mission of the Department of Nursing's Master of Science in Nursing program is to offer quality graduate-level nursing education that prepares graduates as adaptive leaders with the intellectual foundation (knowledge, skills, and attitudes) for career advancement in nursing healthcare management and nursing education.

MSN Program Philosophical Statements
The Mission of Emporia State University, the Mission of the Department of Nursing, and the collective beliefs of the faculty provide the foundation of the MSN program.

The nursing faculty demonstrate an ongoing commitment to teaching and learning by enrolling qualified students, retaining qualified students, and graduating qualified students from a quality graduate-level nursing program. The nursing faculty understand that education and learning are continuous, evolving lifelong processes consisting of diverse learning experiences.

Nursing is a profession that utilizes specialized knowledge, skills, and attitudes to contribute to the needs of society. Nursing values respect for human dignity, caring, and belief in the pursuit of social justice.

Graduate-level nursing education, guided by advanced theory and knowledge from nursing and other sciences, requires students to analyze, synthesize and utilize evidence-based knowledge from nursing and other sciences.

The MSN curriculum, designed to accommodate the adult learner, is a rigorous program that prepares graduates as adaptive leaders with the intellectual foundation (knowledge, skills, and attitudes) required of professional nurses beyond baccalaureate nursing practice. Through scholarly inquiry, collaborative experiences, and leadership formation, the graduate is prepared for career advancement in nursing healthcare management and nursing education.

Purpose of the MSN Program
The purpose of the MSN program is to prepare professional nurses as adaptive leaders with the

intellectual foundation (knowledge, skills, and attitudes) for career advancement in nursing specialty roles of healthcare management and nursing education.

Courses for the MSN specialty tracks, including the healthcare management, nursing education, and the combined healthcare management/nursing education tracks, build on a core curriculum. The core courses serve as the underpinning for each of the specialty tracks. The core courses provide the foundation for the specific course objectives and are designed using the principles of basic to advanced concepts.

MSN Program Curricular Threads

Faculty believes professional nurses must demonstrate the knowledge, skills, and attitudes associated with higher-order problem solving; professional nursing values; leadership abilities; adaptation; and therapeutic nursing interventions (TNIs). These essential components of professional nursing are threads that emerge from the nursing program's philosophy and are evident in the organizing framework. Course and student learning outcomes are stated in terms of the five threads. Each course addresses components of the curricular threads, with specific content and/or student learning outcomes increasing in complexity in subsequent courses in the curriculum. Graduates demonstrate proficiency and understanding of these essential components of professional nursing. The five curricular threads for the graduate-level nursing program are defined as follows.

Advanced higher-order problem solving (AHOPS) is problem-solving using a systematic approach. Higher-order problem solving is demonstrated when students analyze, synthesize, and utilize evidence-based information. Higher-order problem-solving skills are fostered through experiences that develop cognitive abilities, including application and analysis.

Advanced Professional nursing values (APNV) are beliefs or ideals to which the nurse is committed. These values are evidenced in the behavior of the nurse when practicing nursing across all health care environments. Professional nursing values exist within the frameworks of legal, ethical, and professional standards. Professional nursing values include caring, altruism, autonomy, human dignity, integrity, and social justice. Role modeling of professional nursing values is demonstrated in all educational experiences.

Advanced Leadership abilities (ALA) are used to mobilize or influence others. Leadership abilities include the ability to think critically, communicate, collaborate, set priorities, delegate, teach, be a team member, and resolve conflict. Leadership abilities are demonstrated by participating in political processes that shape health care, managing nursing care using research-based knowledge, and participating in the work of interdisciplinary health care teams.

Graduate-level nurses practice *advanced promotion of adaptation (APA)* by the application of nursing education and healthcare management theory. Opportunities to practice advanced promotion of adaptation are provided in educational experiences.

Advanced therapeutic nursing interventions (ATNIs) are nursing actions, procedures, and techniques necessary for safe and effective nursing care. The graduate-level student synthesizes advanced TNIs by translating evidence to practice.

MSN End-of-Program Student Outcomes (EPSLOs)

Consistent with the Mission Statement, philosophy, and curricular threads, the MSN graduate will:

1. Analyze, synthesize, and utilize evidence-based information to demonstrate advanced higher-order problem-solving.
2. Synthesize advanced professional nursing values within the framework of legal, ethical, and professional standards.
3. Integrate advanced leadership abilities to lead change and build interdisciplinary teams at the master's prepared nurse level.
4. Facilitate advanced promotion of adaptation by applying nursing education and healthcare management theory.
5. Synthesize advanced therapeutic nursing interventions by translating evidence to practice.

MSN Program Outcomes for the Department of Nursing
The program outcomes for the Department of Nursing demonstrate student achievement of the end-of-program student learning outcomes (EPSLOs).

1. At least 75% of students admitted and who enroll in the MSN program will graduate from the nursing program within seven years.
2. At least 80% of the students will achieve at least a 65% score on the respective certification review course exam (AONL/ANCC/NLN).
3. At least 90% of graduates are functioning in their area of graduate education (healthcare management or nursing education) within 12 months after receiving their MSN degree.
4. At least 90% of graduates, as indicated on the ESU Department of Nursing Graduate Exit Survey, report being satisfied or highly satisfied with the preparation they received from the program.

Admission

University Graduate School Requirements
Application for admission to the ESU graduate school must be submitted to the Graduate School following the Graduate Admission Policies found in the Graduate School Handbook (https://www.emporia.edu/documents/3028/policyhandbook_2022-2023.pdf)

Department of Nursing MSN Requirements
To be considered for admission to the Department of Nursing MSN program, the student must apply to the University Graduate School and must have:

1. A Bachelor of Science in Nursing (BSN) degree from a regionally accredited institution and from a national nursing accrediting organization (e.g., ACEN, CCNE, or CNEA).
2. A current unencumbered registered nurse (RN) license on file with the ESU Department of Nursing.
3. Adequate preparation in the proposed area of specialization (do be determined by the nursing department).
4. A grade point average of not less than 2.5 in the last 60 hours of study or an overall grade point average of no less than 3.0 for a completed master's degree. If a completed master's degree transcript is submitted for admission, the student **must** also submit an official copy of their bachelor's degree transcript to the ESU Graduate School office.

MSN Program Requirements

Upon notice of official acceptance to the MSN program and prior to enrollment in any MSN course, the student must submit documentation of the following requirements per the instructions provided by the Department of Nursing. Emporia State University and the Department of

Nursing do not assume responsibility for any cost associated with students attaining and maintaining program requirements. All students must remain in compliance with the Department of Nursing MSN program requirements throughout the MSN program. Failure to meet Department of Nursing program requirements will result in the inability of the student to enroll in subsequent nursing courses, may result in the student failing the course(s), and/or may result in withdrawal from the MSN program. Program requirements include the following.

- Current unencumbered Registered Nurse (RN) License
- Professional Liability Insurance
- Health Insurance
- Background Check
- Drug and Alcohol Test
- CPR Certification (AHA BLS for healthcare providers)
- Health Requirements/Immunizations Records

Registered Nurse Licensure

Each student must maintain a current unencumbered license to practice professional nursing in the United States of America. Emporia State University and the Department of Nursing do not assume responsibility for any cost associated with maintaining licensure to practice professional nursing.

Professional Liability Insurance

Each student is required to have and maintain professional liability insurance. Annual coverage must be for 1,000,000 per incident/3,000,000 aggregate. Proof of insurance must be submitted in the form of a certificate or memorandum of insurance. Emporia State University and the Department of Nursing do not assume responsibility for any costs associated with the insurance coverage. Each student must notify the Department of Nursing if, for any reason, a lapse in coverage has occurred.

Health Insurance

Each nursing student is required to be covered by a current accident and health insurance policy that is in effect at all times while participating in the Department of Nursing MSN program. Emporia State University and the Department of Nursing do not assume responsibility for any premium, co-payment, or any other costs associated with the student's insurance coverage. Fees and subsequent costs resulting from injury, exposure, or physical occurrence incurred by a student while participating in Department of Nursing MSN program activities are the responsibility of the student and may or may not be covered by the student's health insurance plan.

If insurance coverage or policy information changes in any way during the time the student is in the MSN program, it is the student's responsibility to notify the Department of Nursing office immediately and submit a new verification form.

Students who fail to maintain coverage are not in compliance with Department of Nursing MSN program requirements and will not be allowed to participate in any MSN program requirements. Failure to complete this requirement may ultimately result in the student being withdrawn from nursing courses.

Background Check

All students admitted to the Department of Nursing MSN program must complete the

background and criminal history check before the first day of classes. Students will not be allowed to participate in activities involving the MSN program until the background and criminal history check is completed. Additional background checks may be required by the agency in which the student will complete their internship course or by the request of the Department Chair. The student is responsible for the cost of obtaining background check information. Emporia State University and the Department of Nursing do not assume responsibility for any cost associated with a background check.

Students with a criminal history and/or arrests for which action is still pending will be evaluated on an individual basis, with no guarantee of admission to the program or continuation in courses. Any student who does not consent to required disclosure or background checks, or does not meet the requirements/continued requirements, will not be allowed in/to continue in the MSN program. The Department of Nursing reserves the right to request repeat background and/or criminal history checks at the student's expense if deemed necessary by the Department Chair.

Drug and Alcohol Testing
To meet the Health Requirements utilized by Emporia State University Department of Nursing, nursing students are required to complete a drug screening test prior to beginning the MSN program. The drug screen must be performed by a reputable lab or vendor. The ESU Department of Nursing may provide a copy of those results to the agency in which the student engages in their internship. Additionally, the agency in which the student engages in their internship may require additional drug and alcohol testing. The drug screening test must, at a minimum, show negative test results for amphetamines, barbiturates, benzodiazepines, opiates, fentanyl analogues, marijuana, methadone, meperidine, and cocaine. Students must disclose to the Department Chair or (faculty designee) if they have previously been assigned: (1) to undergo additional drug testing for cause, or (2) participated in a drug counseling program at the time of their placement at a hospital or during the 6-month period prior to such placement at a clinical or educational organization, or (3) failed a drug test, or has or will enter drug counseling.

The student shall sign an "*Acknowledgement and Authorization*" (attached) related to the Drug and Alcohol Testing policy. The student shall sign a "*Consent to and Release of Health Information*" (attached), and a copy of the signed Consent form shall be provided to internship agencies the student will attend, along with a copy of the drug screen report.

While participating in the ESU Department of Nursing MSN program, each student will be required to comply with the internship organization's policy on Substance Use in the Workplace.

The MSN student shall bear the cost of all initial and follow-up drug and/or alcohol testing. Emporia State University and the Department of Nursing do not assume responsibility for any cost associated with drug and/or alcohol testing.

In addition, all ESU Department of Nursing MSN students will comply with the following requirements of this policy:

Students will notify the Department Chair whenever the student has reasonable concerns that another student has violated the policy.

By entering the ESU Department of Nursing MSN program, each student consents to undergo drug and alcohol testing upon reasonable suspicion that the student has violated the policy or after any "on-the-job" accident which involves injury requiring medical treatment or evaluation to the student or another person, or property damage. Reasonable suspicion and reportable

accident testing should include amphetamines, barbiturates, benzodiazepines, carisoprodol, opiates, fentanyl analogues, methadone, meperidine, marijuana, and cocaine.

Upon suspicion of alcohol or drug abuse, testing for the presence of alcohol or metabolites of drugs will be conducted by analysis of breath, saliva, blood, urine, or other accepted testing methodology.

All information identified, as set forth in this policy, will be shared by the Department Chair with nursing faculty on an as-needed basis.

All violations or suspected violations of the Drug and Alcohol policy will be reported to the supervisory faculty and Department Chair for investigation.

Should the initial drug screening test disclose adverse information as to any student, the nursing program shall have no obligation to allow the student to continue in the nursing program. To the extent that any student violates the policy for drug or alcohol abuse after placement at an internship organization, while in attendance at the nursing program, or refuses to cooperate with the requirement for reasonable suspicion and reportable accident testing, the nursing program may immediately remove the student from participation in the nursing program, pending further evaluation and investigation.

If the evaluation and investigation indicate the student is impaired due to alcohol or other drug abuse and the student agrees, a referral will be made to the ESU Alcohol & Drug Abuse Prevention (ADAP) office or to an appropriate medical professional, as deemed necessary.

If the student refuses treatment, the student will not be in compliance with the ESU Department of Nursing MSN Program Policies and will not be eligible to complete required MSN program requirements and will be withdrawn from the nursing program without the option to reapply.

Students will also be referred to the Kansas Nurse Practice Act (reasons for denial, revocation, limited or suspension of nursing licenses, including but not limited to; being unable to practice due to abuse of drugs or alcohol).

Alcohol & Drug Abuse Prevention (ADAP) Office
The ADAP (Alcohol & Drug Abuse Prevention) office offers resources, education, and consultations to students, faculty, and staff regarding alcohol and other drug use and misuse. ADAP promotes healthy lifestyle choices that support academic success and enhance the campus learning environment. Visit our website at: http://www.emporia.edu/student-wellness/counseling-services/adap.

American Heart Association (AHA) Basic Life Support (BLS) CPR Requirement
Each ESU Department of Nursing MSN student is required to attain and maintain current BLS certification while enrolled in the MSN program and to have the current certification uploaded with Validity Screening Solutions. It is the student's responsibility to provide appropriate documentation of a current BLS certification from the American Heart Association if the certification expires prior to completing the MSN program.

The Department of Nursing accepts only BLS courses and certifications for healthcare professionals from the American Heart Association (AHA). These must include adult, child, and infant CPR, AED training, and hands-on skills verification. It is the student's responsibility to enroll in, assume the cost, and successfully complete an acceptable BLS course. The Department of Nursing is not responsible for providing or coordinating any BLS courses. Emporia State

University and the Department of Nursing do not assume responsibility for any cost associated with obtaining/maintaining AHA BLS certification.

Health Policies

The Department of Nursing student health policies are intended to protect the students and internship agencies. Compliance with student health policies is a program requirement. Failure to comply the health policies/requirements may result in the inability of the student to fulfill the program obligations, which may ultimately result in the student being withdrawn from the MSN program. Additional health requirements may be required by the agency in which the student will complete their internship course. Emporia State University and the Department of Nursing do not assume responsibility for any cost associated with the health requirements.

The MSN program chair and or advisor will review the submitted student health records upon admission to the MSN program. It is the student's responsibility to ensure they maintain compliance with the health requirements throughout their MSN program.

Health Requirements/Immunizations

Upon Admission to the MSN program and prior to enrollment in any MSN course, the student must submit documentation of the following requirements directly to the Department of Nursing

Health Screening

Complete health history and physical exam, including lab results, without limitations to participate in the MSN program.

Tuberculosis Screening

Negative TB skin test, negative chest x-ray, or negative blood test within the past year and yearly.

Tetanus Toxoid, Diphtheria, and Pertussis

Tdap vaccine in the last ten years

Measles Mumps & Rubella

2 MMR vaccinations– Or – "Positive" titers

Pregnancy – MMR vaccination cannot be given during pregnancy. If a student is pregnant and not considered immune to measles, mumps, and rubella based on the above criteria, the student may not be allowed to participate in their internship course until after the vaccinations have been completed.

Hepatitis B

3 Hepatitis B vaccinations – or – "Positive" titer.

Varicella (Chicken Pox)

2 Varicella vaccinations – or – "Positive" titer.

Influenza Vaccine

Student must submit their influenza vaccine record to the Department of Nursing. Students who cannot or choose not to get the influenza vaccine annually may not be allowed to participate in the internship course until after vaccinations are complete or may be required to wear a mask.

COVID Vaccine

Student must submit their COVID vaccine record to the Department of Nursing. Students who cannot or choose not to get the COVID vaccine may not be allowed to participate in the

internship course until after vaccinations are complete or may be required to wear a mask.

Polio Vaccine
Students must submit documentation of their polio vaccine.

Student Services

All students are entitled to all student services provided by Emporia State University.

Diversity, Equity, and Inclusion

Emporia State University supports an inclusive learning environment where diversity and individual differences are understood, respected, appreciated, and recognized as a source of strength. We expect that students and faculty at Emporia State will respect differences and demonstrate diligence in understanding how identities, perspectives, behaviors, and worldviews may be different from their own.

If there are aspects of this course that result in barriers to your inclusion or the inclusion of those around you, contact the individual with whom you are most comfortable: your academic advisor, the Department Chair, your School or College Dean, the Dean of Students, the Chief Diversity Officer, or your course instructor.

Graduate Financial Awards

Refer to the Emporia State University Graduate School Graduate Policy Handbook for information related to graduate awards.

Student Accommodations

Student Accessibility and Support Services (SASS) at Emporia State University (ESU) ensures that students with disabilities have full and equal access to the programs and services of ESU without discrimination. Any student who feels they may need academic accommodations or access to accommodations based on the impact of a documented disability should contact and register with SASS during the first week of class or as soon as possible after the diagnosis of a disability. SASS is the official office to assist students through the process of disability verification and coordination of appropriate and reasonable accommodations. Students currently registered with SASS must obtain a new accommodation memo each semester.

Contact Information for Student Accessibility and Support Services (SASS)
Plumb Hall 106
Phone: (620)-341-6637
Email: sass@emporia.edu
http://www.emporia.edu/sas

General Policies

Academic Advising

Each student with be assigned a graduate faculty advisor upon admission to the MSN program. The advisor provides the student with assistance in program planning and matters pertaining to academic work. Academic advising at Emporia State University is a collaborative relationship between student and academic advisor with the primary purpose of assisting the student in the development and implementation of the student's degree plan. The degree plan is designed to provide guidance in the progression toward a graduate nursing degree. This document will be kept in the student's file and will be reviewed with each enrollment. In compliance with the ESU graduate handbook, the MSN degree-seeking student "**must** submit an approved degree plan signed by their advisor, department chair, and approved by the Dean of the Graduate School and

Distance Education to the Graduate School **after completion of 15 credit hours."** (Emporia State University, Graduate School, Graduate Policy Handbook Fall 2022/Spring 2023, p. 18)

Communication
The ESU email (emporia.edu) is the official vehicle to use for communication between students, faculty, and Department Chair. CANVAS email will be considered an official vehicle to use for official communication between students and faculty only if directed by course faculty. Texting or other social media postings, as these are not considered secure, are not considered official communication in the EDN unless approved by course faculty and reflected in your syllabus.

Notification of Change in Department of Nursing Policy
Students will be notified of any Department of Nursing policy change affecting MSN students at least two weeks prior to implementation through email. Policies that must go into place sooner than two weeks to meet MSN program compliance are communicated to students as soon as the requirement is known and approved by the Department Chair.

Written Assignments
The format from the Publication Manual of the American Psychological Association (APA) (latest published edition) shall be used for all written assignments. If using online APA formatting, the student is still responsible for checking accuracy. All papers must be written in Microsoft Word.

Submitting Assignments
Assignments must be submitted electronically and posted to the course on CANVAS. The assignment should have the student's last name, then the first name in the saved document. It is the student's responsibility to follow up to ensure that the assignment is uploaded correctly and received by the faculty in the designated format. Students should retain a copy of all work submitted for their own files.

Confidentiality
Emporia State University MSN program students actively participate in group learning, discussions, and an internship. As a student, I understand that the content of these activities within each course will be kept confidential to maintain the integrity of the learning experience for me, all other students, and the organization associated with the internship. I fully understand and acknowledge that the unauthorized release, mishandling of information, or inappropriate exchange of information is prohibited, and serious consequences may occur, including failure in the course and/or dismissal from the MSN program, if I violate this agreement.

Gifts
At various times, students may wish to express their gratitude for a faculty member's contribution to student learning. However, there is to be no giving or receiving of personal gifts between students and faculty. Notes of appreciation to the faculty member are acceptable.

Student Evaluation of Teaching
To meet the expectations of the Kansas Board of Regents, Emporia State University, and the Department of Nursing, all faculty members must have their teaching performances rated by students at least once every semester. The purpose of the student evaluation of faculty instruction provides one source of assessment data regarding teaching effectiveness.

Student evaluation of faculty instruction will be implemented during the last two weeks of course

instruction. The instrument used in the evaluation process is the Individual Development and Education Assessment (IDEA), providing opportunity for quantitative and qualitative responses.

Department of Nursing faculty members follow the Faculty Organization guidelines to determine the courses in which the faculty members are evaluated. As such, not all faculty members may be evaluated in every course taught and by every student taking the course. If a student does not have the opportunity to evaluate the teaching performance of a course faculty member through IDEA, the student may schedule an appointment with the Department Chair to share any comments regarding the faculty instruction in a course. The identity of any student sharing comments in this manner will remain confidential with the Department Chair.

Student Representative
Each student admitted to and actively enrolled in an MSN course is a member of the MSN program cohort. One member of the MSN program cohort will be selected to serve as the student representative on the Department of Nursing graduate committee. The student representative serves as the liaison between the MSN students and the Department of Nursing graduate committee. The student representative has full input, including voting privileges, at all Department of Nursing graduate committee meetings. The student representative will have the email contact for all members of the MSN program cohort.

Telephone Number and Address
All students must maintain telephone access with Emporia State University and the Department of Nursing. Each student is responsible for keeping the University and the Department office advised of the current phone number and address where the student can be reached. If the student has no phone, a number where the student can be reached must be provided by the student.

Student Conduct Policies

In addition to adhering to ESU's student conduct policies, all Department of Nursing students must adhere to the Department's student conduct policies. The Department's student conduct policies apply to all course and internship-related settings; on the grounds of ESU and NRH, including Cora Miller Hall, and any location associated with Department-related activities or learning experiences.

Student Conduct Expectations
Each Department of Nursing student is expected to:

(a) demonstrate the 6 Cs of caring for self and others (Roach, 2002). The 6 Cs of caring include competence in nursing practice, conscience with ethical standards, confidence in abilities, commitment to professional nursing, compassion for others, and comportment in behavior.
(b) demonstrate respect for human dignity and the uniqueness of self and others, unrestricted by personal attributes or social, economic, spiritual, or health status.
(c) assume responsibility and accountability for individual judgments and actions.
(d) exercise informed judgment based on the level of education and use individual competence and qualifications as criteria in seeking consultation, accepting responsibilities for self, and delegating activities, including nursing activities, to others.
(e) protect the right to privacy for self and others.
(f) interact with others in a respectful, professional manner.
(g) demonstrate respect, courtesy, honesty, trust, dependability, and kindness when interacting with self and others.

(h) act to safeguard individuals and groups when health care and safety are affected by the incompetent, unethical, or illegal practice of any person(s) or organization(s).

(i) participate in the profession's efforts to educate individuals and groups about health matters.

(j) collaborate with members of the health professionals and other citizens in promoting efforts to meet the health needs of individuals and groups.

(k) demonstrate professional behavior and promote a positive image of professional nursing and the role of the professional nurse.

Unacceptable Conduct

An act, a pattern of practice, or any other behavior that demonstrates unethical conduct or incapacity or incompetence to practice as a nursing student is considered unacceptable conduct. Unacceptable conduct includes, but is not limited to:

- performing acts beyond the authorized scope of the level of nursing practice.
- assuming responsibilities without adequate preparation.
- failing to take appropriate action or to follow policies and procedures.
- inaccurately recording, falsifying, or altering a patient's or agency record.
- using physical, emotional, or verbal abuse.
- violating policies, procedures, or regulations pertaining to confidentiality, ethical/legal principles, academic dishonesty, or conflict of interest.
- gaining access to confidential information about friends, family members, or any individual not associated with a course-related assignment.
- demonstrating mental or physical incompetence or emotional instability.
- violating Department or affiliating agency policies and procedures or professional standards; and
- presenting oneself as a student nurse and providing nursing services when services are not associated with Department courses or activities.
  (2009-2010)

Confidentiality Statements and Requirements of Affiliating Agencies

Each student must comply with Emporia State University, Department of Nursing, and internship organization confidentiality requirements. Failure to comply with confidentiality requirements may result in failure in the course and/or withdrawal from the MSN program.

Student Academic Dishonesty

In addition to the Academic Dishonesty Policy, as stated in the Emporia State University Graduate School Graduate Policy Handbook, student academic dishonesty includes but is not limited to activities such as cheating or plagiarism (presenting as one's own the intellectual or creative accomplishments of another without giving credit to the sources or sources). Student academic dishonesty will not be tolerated. Penalties for an infraction may result in, but not limited to, failure in the course or any component or requirements for the course and/or dismissal from the Department of Nursing with no option to reapply.

Violation of Student Conduct Policies

Any violation of the Department of Nursing Student Conduct Policies will result in a formal warning and or dismissal from the Department of Nursing with no option to reapply.

Reporting Actual or Perceived Violations of Student Conduct Policies
Any Department of Nursing student who observes an actual or perceived violation of the Department's Student Conduct Policies may report the actual or perceived violation to the Department Chair. The Department Chair will be responsible for investigating any reported violation of the Department's Student Conduct Policies. Actual violations will be addressed as per Department of Nursing and University policies. All communications associated with the reported violation will remain confidential.

Social Media Policy
As a nursing major, you are considered a professional and should always represent yourself as such. As outlined in the ESU Social Media Policy, students may not post any information that identifies the Department of Nursing without prior approval by the Department Chair. Violation of the Emporia State University Social Networking Policy and or the Department of Nursing social media Policy will result in corrective action, which may include withdrawal from the nursing major.

Academic Appeals
The following statement is taken from the Emporia State University, University Policy Manual.

Students who believe they have been dealt with unfairly concerning their academic progress (such as course grades, absences, or program dismissals), will have access to an academic appeal. The appeal must be initiated within 1 semester after the semester in which the issue occurs. The purpose of this policy is to ensure that due process is observed.

It is understood that any time limits in this section are the maximum time allowed and that it is the intent to move the procedure along as fast as is reasonably possible. If the Chair of the Appeals Committee deems it necessary, the Chair can extend the timeline for appeal procedure past the specified timeframe as long as the appeal is requested within 1 semester after the date of the appealed event. As it is used herein, the term class days is defined to include all days that classes are conducted, excluding weekends, legal holidays, vacation periods, the period of final examinations, intersessions, and for the purposes of this document summer school.

It is not intended that an appeal shall fail or succeed upon a technicality. Therefore, application of any part of this policy shall be equitable and reasonable.

The procedure to be followed in processing an academic appeal is as follows:

1. The student should make every attempt, when possible, to discuss the issue personally with the faculty involved and attempt to resolve the issue. If this meeting between the student and the faculty does not resolve the issue to the student's satisfaction, the student may contact the department chair. The student is required to put in writing the particulars of the matter in conflict and submit the letter to the department chair.

2. The department chair is to verify whether the student has attempted a formal conference with the faculty prior to discussing the matter with the student. The department chair's role is to attempt to clarify the conflict between student and faculty and mediate the positions and interests of both parties. The department chair will disclose documents regarding the appeal to both the student and the faculty. If possible, the department chair will identify resolution options that are acceptable to both parties. A meeting, either together or individually, with the student and the faculty may be convened at the department chair's discretion. The department chair must also send a copy of the academic appeal request to the dean of the appropriate school/college and the

Provost and Vice President for Academic Affairs.

3. If the department chair is unable to resolve the conflict between the student and the faculty, the student or faculty may request the department chair to convene the Departmental Appeals Committee. At this time the department chair will establish a schedule and make assignments for completing the appeal process within 20 class days. Once the Departmental Appeals Committee is convened, the department chair will send to that Committee (1) a written statement reflecting the department chair's attempt to resolve the issue, (2) the written statement by the student, and (3) a written response by the faculty to the issue in conflict.

4. The convened Departmental Appeals Committee shall review the written statements and, if the Committee finds that additional information is needed, it may interview the student and/or the faculty. The student who processes an appeal under this policy has the option of asking another student or member of the University community to be present at the interview. This is an internal procedure to resolve an academic dispute, and legal counsel will not be allowed to speak for the student or for the faculty in this interview. All deliberations of the Departmental Appeals Committee shall be confidential.

5. If the decision of the Departmental Appeals Committee does not resolve the issue for the student or the faculty, the matter may be appealed to the dean of the appropriate school/college. If an appeal is made to the dean, the Departmental Appeals Committee will send the dean a copy of all written materials used in its deliberations and its own written decision. The dean will convene a School/College Academic Appeals Committee. If there are no appeals, the department chair is responsible to see that the decision of the Departmental Appeals Committee is implemented.

6. The convened School/College Academic Appeals Committee shall conduct a hearing in an environment where information can be presented, and questions asked of all involved parties. This is an internal procedure to resolve an academic dispute, and legal counsel will not be allowed to speak for the student or faculty in this hearing. During the hearing, the student and faculty have a right to: a. ask other students or members of the University to be present during the hearing; b. be present during the entire hearing except during deliberations by the committee; c. present witnesses to testify on their behalf; d. interview witnesses at the hearing.

After examining the evidence and deliberating, the School/College Academic Appeals Committee shall reach a majority decision of its total voting-eligible membership by secret ballot vote. Majority vote rules. The School/College Academic Appeals Committee shall submit to the dean its written decision regarding the disposition of the conflict between the student and the faculty. This decision will be presented to the dean, who will notify the parties involved. The process for academic appeals concludes with the School/College Academic Appeals Committee, and there is no further appeal.

The department chair is responsible for implementing the decision of the School/College Academic Appeals Committee. For example, the department chair will make the grade change if the committee's decision calls for a grade change. If the faculty or student feels that the appeals process was conducted inappropriately, then the faculty or student has the right to seek a remedy through grievance procedures. All deliberations during the academic appeals process shall be confidential. [Grievance Procedures are found in the Emporia State University, University Policy Manual]

Graduation Requirements

Each of the MSN program tracks (Health Care Management, Nursing Education, and the blended Health Care Management/Nursing Education track) require a total of 32 graduate credit hour requirements completed within the Department of Nursing or courses approved by the Department of Nursing. Regardless of the chosen track, the program culminates in an internship course. Students may not enroll in the internship course until all other courses are successfully completed. The internship course requirements include but are not limited to implementing and disseminating an evidence-based project, minimum achievement on a certification review course practice exam, and 112 clock hours with a mentor. The mentor must hold a minimum of a master's degree and have expertise consistent with the student's selected specialty (nursing education or healthcare management). Students may enroll in 3 credit hours of the internship course at a time and must complete a minimum of 6 credit hours in the internship course. Students will work with the internship course faculty to determine the student's individualized objectives and plan for meeting the objectives of the internship course(s).

Each student must complete an approved evidence-based project. Graduate students learn to conduct research and disseminate evidence-based findings to stakeholders.

Each student must achieve at least a 65% score on the respective certification review course practice exam (AONL/ANCC/NLN) associated with the student's chosen MSN track (healthcare management or nursing education). Students who chose the blended healthcare management/nursing education may choose the certification review course practice exam they wish to complete. The review course practice exam must be completed during the respective internship course enrollment. Emporia State University and the Department of Nursing do not assume responsibility for any cost associated with the review course or review course practice exam.

Each student must complete a minimum of 112 clock hours with an approved mentor who holds a minimum of a master's degree and currently works as either a health care administrator (in the student's area of interest) or a nurse educator (in either a university or health care setting).

Accreditation

Accreditation Candidacy Statement for MSN Program

Effective January 11, 2021, the master's nursing program at Emporia State University at the Emporia State University Campus located in Emporia, Kansas, is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing. This candidacy status expires on January 11, 2023.

Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326 (404) 975-5000 https://www.acenursing.org/

View the public information disclosed by the ACEN regarding this candidate program at http://www.acenursing.us/candidates/candidacy.asp

Note: Upon granting initial accreditation by the ACEN Board of Commissioners, the effective date of initial accreditation is the date on which the nursing program was approved by the ACEN as a candidate program that concluded in the Board of Commissioners granting initial accreditation.

Accreditation of BSN Program

The baccalaureate nursing program at Emporia State University at the Emporia State University

Campus, located in Emporia, Kansas, is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, (404) 975-5000, https://www.acenursing.org/

The most recent accreditation decision made by the ACEN Board of Commissioners for the baccalaureate nursing program is Continuing Accreditation.

View the public information disclosed by the ACEN regarding this program at: http://www.acenursing.us/accreditedprograms/programSearch.htm