

**NURSING GRADUATE STUDENT
ORIENTATION MANUAL**

**NORTHWESTERN STATE UNIVERSITY
OF LOUISIANA**

COLLEGE OF NURSING

**GRADUATE STUDIES AND
RESEARCH IN NURSING**

2009 – 2010

Table of Contents

INTRODUCTION.....	1
APPLICATION DEADLINES	1
REGISTRATION.....	1
HOUSING.....	2
DRESS.....	2
INFORMATION REGARDING FINANCIAL ASSISTANCE.....	2
MSN PROGRAM REQUIREMENTS	2
ADVISORS.....	3
COLLEGE OF NURSING - MISSION AND PHILOSOPHY	4
COLLEGE OF NURSING - VALUES	5
MASTER'S CURRICULUM PURPOSE	5
MASTER'S CURRICULUM: STATEMENT OF BELIEFS AND VALUES.....	6
PROGRAM OBJECTIVES	7
ADMISSIONS	8
REGULAR ADMISSION	8
CONDITIONAL ADMISSION	8
PROVISIONAL ADMISSION	8
NON-DEGREE ADMISSION	9
ADMISSION TO ALL CLINICAL COURSES.....	8
ADMISSION STATUS FOR POST GRADUATE STUDENTS	9
GRADUATE RECORD XAMINATION	10
STUDENTS WITH DISABILITIES	10
DRUG POLICY	10
PERFORMANCE AND TECHNICAL STANDARDS	12
ACADEMIC HONESTY.....	13
CLASSROOM CIVILITY	13
ELIGIBILITY FOR ADVANCED PRACTICE NURSING LICENSUR	13
POLICY ON PROBATION, SUSPENSION, AND DISMISSAL	14
REVALIDATION OF EXPIRED CREDITS.....	14
PROGRESSION	15
RESIGNATION FROM THE UNIVERSITY.....	16
TRANSFERRED CREDIT	16
COMPREHENSIVE EXAMINATIONS	17

PURPOSE OF COMPREHENSIVE EXAMINATIONS.....	17
PREPARATION FOR EXAMINATIONS.....	17
PREPARATION TO WRITE EXAMINATION	18
DAYS OF EXAMINATION TIME.....	18
TIME ALLOTTED.....	18
WRITING MATERIALS.....	18
EVALUATION OF COMPREHENSIVE EXAMINATION.....	19
EXAMPLES OF COMPREHENSIVE EXAM EVALUATION CRITERIA	20
PLANNING YOUR AREA OF CONCENTRATION	20
AREAS OF CLINICAL CONCENTRATION.....	20
ADULT NURSING	20
CRITICAL CARE NURSING OF THE ADULT	20
MATERNAL CHILD NURSING.....	21
FAMILY NURSE PRACTITIONER.....	21
PEDIATRIC NURSE PRACTITIONER.....	21
WOMENS HEALTH NURSE PRACTITIONER	21
ACUTE CARE NURSE PRACTITIONER.....	22
NEONATAL NURSE PRACTITIONER	22
CURRICULUM PATTERNS	22
COURSE DESCRIPTIONS.....	22
THESIS GUIDELINES, RESEARCH PROBLEM & RESEARCH SEMINAR REQUIREMENT.	22
GUIDELINES FOR WRITING AND SUBMITTING FORMAL PAPERS.....	23
APPENDICES	
APPENDIX A LIST OF OFFICES, ADDRESSES, AND TELEPHONE NUMBERS.....	25
APPENDIX B-1 PROOF OF IMMUNIZATION	26
APPENDIX B-2 PRIVACY POLICY STATEMENT.....	27
APPENDIX C APPLICATION FOR ADV ED NURSING TRAINEESHIP	28
APPENDIX D REQUEST FOR APPOINTMENT OF GRADUATE ASSISTANTSHIP	29-30
APPENDIX E MAJOR PROFESSOR FORM.....	31
APPENDIX F SELECTION PROCESS FOR THE NURSE PRACTITIONER PROG	32
APPENDIX G PERFORMANCE AND TECHNICAL STANDARDS	33-34
APPENDIX H REVALIDATION FORM.....	35
APPENDIX I RESIGNATION FROM THE UNIVERSITY.....	36
APPENDIX J APPLICATION FOR TRANSFER OF GRADUATE CREDIT	377

APPENDIX K APPLICATION FOR COMPREHENSIVE EXAMINATION	38-39
APPENDIX L ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING, ADMINISTRATION, FULL-TIME	40
APPENDIX M ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING, EDUCATION, FULL-TIME	41
APPENDIX N ADULT NURSING/ CRITICAL CARE OF ADULTS, CLINICAL NURSE SPECIALIST, FULL-TIME	42
APPENDIX O ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN- CHILD NURSING, ADMINISTRATION, PART-TIME	43
APPENDIX P ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN- CHILD NURSING, EDUCATION, PART-TIME	44
APPENDIX Q ADULT NURSING/ CRITICAL CARE OF ADULTS, CLINICAL NURSE SPECIALIST, PART-TIME	45
APPENDIX R FAMILY NURSE PRACTITIONER, FULL-TIME	46
APPENDIX S FAMILY NURSE PRACTITIONER, PART-TIME	47
APPENDIX T PEDIATRIC NURSE PRACTITIONER, FULL-TIME	48
APPENDIX U PEDIATRIC NURSE PRACTITIONER, PART-TIME	49
APPENDIX V WOMEN’S HEALTH NURSE PRACTITIONER, FULL-TIME	50
APPENDIX W WOMEN’S HEALTH NURSE PRACTITIONER, PART-TIME	511
APPENDIX X ACUTE CARE NURSE PRACTITIONER, FULL-TIME	52
APPENDIX Y ACUTE CARE NURSE PRACTITIONER, PART-TIME	53
APPENDIX Z NEONATAL NURSE PRACTITIONER, FULL-TIME	54
APPENDIX AA NEONATAL NURSE PRACTITIONER, PARTTIME	55
APPENDIX AB TEMPLATE FOR COURSE PAPERS & ASSIGNMENTS	56

**NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING
GRADUATE STUDIES AND RESEARCH IN NURSING**

Introduction

The Department of Graduate Studies and Research in Nursing offers the Masters of Science in Nursing (MSN) Degree with clinical specialization in Adult Nursing, Maternal-Child & Family Nursing, Critical Care Nursing of the Adult, Family Nurse Practitioner, Pediatric Nurse Practitioner, Women's Health Nurse Practitioner, Acute Care Nurse Practitioner, and Neonatal Nurse Practitioner. The Masters of Science in Nursing program is fully accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, DC 20036, telephone number 202-887-6791. The Master's Program is offered on the Shreveport Campus, CENLA Campus, and other outreach campuses. General requirements for the Master's Degree at Northwestern State University may be found in the current issue of the *University Catalog*.

The primary administrative offices of the College of Nursing are located at 1800 Line Avenue in Shreveport. Another administrative office is located on the CENLA Campus at the Rapides Medical Arts Building next to the Rapides Regional Medical Center in Alexandria. All other university administrative offices and the graduate school are located in Natchitoches, LA. The addresses of the various offices and the resources provided applicants and students are listed in Appendix A of this manual.

APPLICATION DEADLINES

Application deadline for The Graduate School: preferably at least 30 days in advance of registration. Reapplication is required if the student has not been enrolled the previous year. If the student has not been enrolled in the previous year, a new application with application fee must be submitted to the Office of Admissions at Natchitoches. Application forms and Immunization forms (Appendix B) may be obtained on the Internet at www.nsula.edu. An application process must be completed by students applying for acceptance into the clinical sequence.

REGISTRATION

Information regarding dates and times for registration is available prior to each semester at the Student Services Office on the Shreveport campus, from the Nursing office on the CENLA campus, and is available by looking at the Academic Calendar on the University website under the Registrar's office at www.nsula.edu/registrar. When registering for classes in Natchitoches, Shreveport, or CENLA, the code for the Nursing major is 546 for degree seeking students. Students, who desire to enroll in nursing courses and already have a Masters in Nursing, are designated as 500N, a non-degree seeking student. Please indicate this number when taking any course for graduate credit in nursing. Also each course number has a designated section. If the course is taught on the Shreveport campus only, the section number will be similar to 80S. If it is taught by compressed video, the Shreveport section will be DLS. If on the CENLA campus,

the section number is DCA. If the course is taught in the Ferriday outreach site, the designation is DFX. The official published semester course schedule will list the correct section designations. Please see your advisor if you have any questions.

HOUSING

The student is responsible for making housing arrangements. Apartment locators' services are available and may be found in the telephone directory. Students desiring lodging for one to several nights should contact the Student Services Office on the Shreveport Campus for housing information.

DRESS

The MSN Program does not have a specific uniform/dress code. Certain clinical agencies may require a specific uniform and, if so, students will be expected to comply. Name pins which include Name, Title (i.e. R.N.), NSU-Graduate Student are required and may be purchased locally. Clinical students are to wear professional jackets, lab coats, or agency approved attire in clinical agencies. Blue jeans, halter tops, and shorts are not appropriate clinical attire. Scrub suits, unless specifically approved by the course coordinator, are not appropriate clinical attire for hospital rounds and/or office clinicals.

INFORMATION REGARDING FINANCIAL ASSISTANCE

The MSN Program has professional traineeship funds available on a limited basis for students in need. To be eligible a student must:

1. be a resident of the United States,
2. be a full-time student in the MSN Program, and
3. have Graduate Record Examination (GRE) scores on file.

An application form (Appendix C) for the Advanced Education Nursing Traineeship grants may be obtained from the Director for Graduate Studies and Research in Nursing office or from the graduate secretary. In special situations, the Graduate Studies and Research in Nursing program may request a Graduate Assistant. An example of the form "Request for Appointment of Graduate Assistant" is in Appendix D. For information concerning other funds which may be available, write or contact the Director of Student Financial Aid.

MSN PROGRAM REQUIREMENTS

The program leading to the Master of Science in Nursing Degree requires a minimum of thirty-nine (39) hours of credit. In addition to the clinical concentration, the student selects elective courses which will support his/her **functional role area** (education, administration or clinical nurse specialist (CNS). The exception is the Nurse Practitioner concentrations where the 42 required hours are designated or predetermined.

Evidence of physical assessment skills is a prerequisite to graduate study and must be identifiable on the transcript. If the physical assessment course is integrated within the undergraduate curriculum, a letter from the student's program director validating a physical

assessment course will be required. A basic course in statistics at the 300-400 level (Junior-Senior) is also a prerequisite.

ADVISORS

All graduate nursing students are assigned an academic advisor. The primary purpose of the academic advisor is to advise and counsel students regarding the academic courses, to facilitate progression through the MSN program. Students are expected to make an appointment with an advisor at the beginning of each semester for curriculum plan maintenance. The student is responsible for obtaining and following information in the *University Catalog* and arranging meetings with the advisor. If you are not sure who has been assigned as your academic advisor, you may contact the graduate secretary for this information.

NORTHWESTERN STATE UNIVERSITY
College of Nursing
Mission and Philosophy

Mission

NSU Nursing improves the health of people in Louisiana and advances the mission of NSU through excellence in accessible undergraduate, graduate and continuing education programs that are designed to assist individuals in achieving their professional goals as responsible and contributing members of chosen profession and of society.

Philosophy of Nursing Programs

The nursing curricula are based upon faculty beliefs about education and the nursing metaparadigm of person, health, nursing, and environment.

Person

Person is an individual, a family, or a community who is a multidimensional being with intrinsic worth and free will. People have unique characteristics, yet share with others the need for physiologic well-being, safety, love and belonging, esteem and recognition, and self-actualization. Although people differ in their capabilities, options, attitudes, and values, their shared concerns are expressed through the regulation of mutually agreed upon human behaviors that are necessary to maintain group cohesiveness. Within these identified boundaries, persons are free to maximize their potential.

Health

Health is a state of complete mental, social, and physical well-being, not merely the absence of disease or infirmity (World Health Organization, 1986). Health, which is affected by development environment and life style choices, requires access to resources that prevent illness and promote, maintain, and restore health and wellness.

Nursing

Nursing is the diagnosis and treatment of human responses to health and illness. Using the nursing process, nurses perform deliberative, knowledgeable acts that promote, maintain, and restore health and wellness and prevent disease and disability. Nursing coordinates interdisciplinary health care through effective leadership, communication, client advocacy and research utilization. Health care is improved by nurses who practice, conduct research, translate research findings into practice, and influence health policies.

Environment

Environment includes all of those variables, both internal and external, that influence the health of persons. Environment influences both the duration and quality of life because of the constant interaction between people and their many environments.

Education

Education is a lifelong interactive process between teacher and learner(s) that includes the acquisition and application of knowledge, skills, and understanding relevant to nursing. Teachers, learners, knowledge, and understandings are transformed by this exchange. Learning experiences are designed to meet the varying needs of learners from diverse sociocultural and educational backgrounds.

NORTHWESTERN STATE UNIVERSITY
College of Nursing
Values

Excellence

Highest Standards
Quality Throughout
Exceed Challenging Goals

Respect

Listen
Treat People Fairly
Value Other's Opinion

Caring

Empathy
Openness
Individuality

Teamwork

Involve Others
Challenge with Respect
Effective Communication

Professionalism

Integrity
Committed
Accountable

MASTER'S CURRICULUM PURPOSE

The Graduate Studies and Research in Nursing Program's purpose is to provide learning opportunities for development of knowledge, intellectual skills, and clinical competence necessary to fulfill the role for the practice of advanced nursing, to provide learning opportunities for the development of skills and knowledge to function as an educator, an administrator, a clinical nurse specialist, or a nurse practitioner and to furnish a foundation for doctoral study.

MASTER'S CURRICULUM: STATEMENT OF BELIEFS AND VALUES

The faculty of the Graduate Studies and Research in Nursing Program subscribe to and are guided by the mission of NSU and the mission and philosophy of the College of Nursing (previous page). Graduate education in nursing builds upon the base of baccalaureate education in nursing, and upon experiential professional knowledge, attitudes, and skills, and is concerned with the educational preparation of advanced nursing practice of nurses who make significant contributions to both the improvement of health care and the advancement of nursing practice.

The master's prepared nurse is one whose expert practice demonstrates advanced skills and knowledge in the provision of health care through direct and indirect client care activities and in the scientific endeavors concerned with nursing. Education for this role emphasizes the principles of inductive and deductive reasoning in the formulation of nursing knowledge and the testing of nursing theory.

The content of graduate education in nursing is relevant to the theory and practice of nursing, providing the student with an opportunity to critically examine and expand knowledge of nursing theory as the basis for advanced nursing practice. The graduate program includes preparation in research and the opportunity to utilize the research process. In addition, the program provides for the development of specialized knowledge and skills in both a clinical area of nursing practice and a specific functional role. Awareness is fostered of the present and future role of professional nursing in the health care system and society, including the social and ethical problems related to this role. The graduate nurse is prepared to assume influential roles in professional nursing and within the health care system as a whole. The master's prepared nurse possesses the intellectual skills needed to assess and clarify the role of nursing in society, to delineate and plan action to effect change, to make and implement decisions and to evaluate the outcome of such actions. Faculty believe that the fulfillment of the role of advanced nursing practice by the graduates of this program will influence the quality of nursing and the health and welfare of humankind.

Teaching-learning at the master's level in nursing education is facilitated through the utilization of collegial relationships which focus on the dialogue between teacher and learner. The learner is viewed as a unique individual who brings to the learning situation a concept of self which includes a cluster of understandings, skills, values and attitudes which have personal meaning; the learner's activities are motivated by a drive to develop and enhance this perceived self. The most important function of the teacher is to facilitate the optimum conditions under which the learner is free to learn.

Teaching-learning is an active process, requiring total involvement of both teacher and learner; it is a profoundly personal experience in which personal meaning is explored and discovered; and it is a social phenomenon, requiring dynamic interaction between teacher and learner.

The faculty believe that this concept of teaching-learning is conducive to the development of self-direction and a sense of personal autonomy, which provide motivation for continued lifelong learning.

Program Objectives

1. Practice nursing utilizing advanced knowledge and skills as evidenced by scientific thinking in the use of theoretical formulations in the design of nursing interventions, and self-direction in the exercise of leadership involving health care problems.
2. Incorporate cultural diversity of clients and practice within ethical principles and standards.
3. Function as an advanced practitioner of nursing with people of all ages and their families, utilizing critical decision making, logical thinking and reasoning through advanced knowledge, skills and clinical application.
4. Demonstrate independent-thought and action, professional autonomy, and effective communication in collegial and collaborative relationships with peers and with members of allied disciplines.
5. Function independently in providing nursing care and interdependently with other health professionals in the coordination and delivery of health care to individuals, families and communities.
6. Implement effective strategies for management and utilization of health information to improve quality of care, contribute to the development of nursing knowledge, and facilitate interdisciplinary communication in support of the business of health care delivery.
7. Implement the research process within the context of Evidence-Based Practice as a producer and consumer of research evidence to contribute to nursing theory and improve nursing practice.
8. Analyze the needs of health care delivery systems at the national, state, and local level, and evaluate and/or prescribe nursing's present and emerging role in these systems.
9. Function as a consumer advocate in the delivery of health care by utilizing knowledge of the sociocultural, economic, and political forces which influence the health of humankind.
10. Analyze strategies to effect change relevant to the nursing profession and the health of humankind for the betterment of health care and the improvement of nursing education and nursing practice at the local, state, and national level.
11. Utilize knowledge of organizational behavior and role theory for the delineation and development of a functional role consonant with individual career goals.
12. Implement professional standards of practice by serving as a role model in the demonstration of responsibility and accountability to clients, to the nursing profession, and to society.
13. Continue learning through further graduate study and/or other avenues for post

master's education.

Admissions

Graduate students are responsible for reading and following the regulations and requirements of the Graduate School. The requirements for eligibility for admission to the Graduate School and to the Master of Science in Nursing program are found in the current *University Catalog*. A student may be admitted by the Graduate School for graduate study; however, **admission to graduate study does not imply admission to any specific degree program**. Students may take up to 9 hours as a non-degree seeking student and may be granted provisional admission status for the first semester only. All Graduate School requirements must be met and verification received by the Graduate School to be eligible to enroll in the second semester of graduate study.

Regular Admission

Regular admission to the MSN degree program includes the following requirements:

1. Bachelor's degree in nursing from an accredited college or university
2. Application on file prior to registration
3. Official transcripts on file prior to registration
4. Graduate Record Examination (GRE) scores of at least 900 on the aptitude (verbal and quantitative) tests for regular admission
5. An undergraduate Grade Point Average (GPA) of 3.0 on a 4.0 scale
6. A minimum of six months of clinical experience before enrolling in a clinical nursing course (some clinical concentrations may have additional experience requirements)
7. Current licensure to practice professional nursing in Louisiana
8. Two letters of recommendation for graduate studies.

Having achieved regular status, failure to maintain a grade-point average of not less than 3.0 on all course work pursued, with no grade lower than C and not more than six hours of credit with a grade of C, may result in suspension from further graduate study. A major professor form (Appendix E) with designation of degree seeking status is completed for each student after the admission process is initiated. The student should receive a copy of the major professor form after the Dean of Graduate Studies and Research has approved the form.

Conditional Admission

Conditional admission to the graduate degree program in Nursing requires that students have GRE scores of at least 750 and a minimum undergraduate grade point average of 2.5 on a 4-point scale. In addition, evidence of potential for successful graduate study may be required as deemed necessary by the graduate nursing faculty. Conditional status may be changed to regular status by earning a B or better in the first 9 graduate semester hours pursued. Failure to achieve regular status after 9 graduate semester hours will result in suspension from the masters degree program.

Provisional Admission

Students who have not completed all admission requirements and have not been granted regular or conditional admission status by the Graduate School may enroll in **one semester only** under provisional admission. Students will not be allowed to enroll in **any** subsequent semester until all requirements for admission have been met and verification has been received by the Graduate School.

Non-Degree Admission

Students who have not met the criteria for regular or conditional admission may enroll in

graduate courses in their first semester as a non-degree student; however, no more than 9 graduate semester hours taken as a non-degree student may be applied towards the degree. Any hours earned above 9 graduate semester hours while in a non-degree status will not apply and must be repeated once regular or conditional admission is granted.

All degree and post-master's certificate seeking students must complete the Critical Thinking Instruments in their first and last semester of study.

Admission to all clinical course work:

Students applying for clinical need to provide the following:

1. Analytical writing portion of GRE (NPs Only),
2. Scores on critical thinking instruments,
3. Combined verbal and quantitative score on the GRE with minimum 750
4. Undergraduate GPA (all transcripts – minimum 2.5)
5. Completed five page APA formatted paper on "Why I Want To Be a(n) Acute Care, Family, Neonatal, Pediatric, or Women's Health Nurse Practitioner, or a Nurse Educator, Nurse Administrator, or Clinical Nurse Specialist"
6. Completed geographical location form (for nurse practitioner students).
7. Completed personal interview with the Director/Coordinator or designee,
8. Completed current Health Form and Privacy Statement Agreement Form prior to clinical practice and annually. (See Appendix B-1 and B-2)
9. General malpractice insurance is required for students in the Nursing Educator, Nurse Administrator, or Clinical Nurse Specialist concentrations. Student nurse practitioner malpractice insurance is required of all students enrolling in one of the Nurse Practitioner concentrations prior to enrolling in clinical practice courses.
10. Completed letter of agreement from a designated clinical preceptor.
11. Satisfactory completion of criminal background check per departmental policy
12. Completed Criminal Disclosure Form prior to beginning each clinical course.
13. Current Louisiana registered nursing licensure.
14. Evidence of a minimum of six months of professional nursing experience prior to beginning the first clinical specialty nursing concentration. EXCEPTION: Students enrolling in the ACNP or NNP clinical concentrations are required to have a minimum of two years of clinical experience in the area of concentration.

The student choosing the Acute Care, Family, Neonatal, Pediatric, or Women's Health Nurse Practitioner concentrations will be admitted to that concentration based upon a competitive selection admission process (Appendix F). Numbers 1-7 above are considered in the selection process.

ADMISSION STATUS FOR POST GRADUATE STUDENTS

Admission requirements for post graduate students are the same as admission requirements for all students who desire admission to the Acute Care, Family, Neonatal, Pediatric, or Women's Health Nurse Practitioner concentrations. In addition, the post graduate students must show evidence of completion of a(n):

1. Advanced pathophysiology course (3cr. hrs.),
2. Health policy/Nursing issues course (3cr. hrs.),
3. Research in nursing course (3cr. hrs.),

4. Thesis, research project or paper in lieu of thesis, and
5. Practice Oriented Nursing theory course (3cr. hrs.) .

Graduate Record Examination

Students may schedule the GRE through designated professional testing centers. Applications and information may be obtained from the College of Nursing Student Services Office, the CENLA nursing office, or from the Testing Center at Northwestern State University, Natchitoches, Louisiana. The mailing address for the GRE is GRE-ETS, P.O. Box 6004, Princeton, NJ 08541-6004. The GRE Web site is located at www.gre.org

Students with Disabilities

It is the policy of NSU to accommodate students with disabilities, pursuant to federal law, state law, and the University's commitment to equal educational opportunities. Any student with a disability who needs accommodation, for example in seating placement or in arrangements for examinations, should inform the instructor at the beginning of the course.

Students with disabilities are encouraged to contact the Office of Disability Support, which is located in Kyser Hall, Room 239, telephone (318)357-4460 or TTD (318)357-4393.

Drug Policy

NSU, CON, believes that substance abuse is a danger to the well being of clients, students, faculty/staff and health agency employees.

Therefore, to insure public and professional trust, safety, and to insure fitness for duty, the unlawful and/or unauthorized use, abuse, possession, distribution, transportation, manufacture, concealment, consumption, promotion or sale of alcohol, illegal drugs, legal drugs obtained illegally, controlled substances, or designer drugs by students will not be tolerated. Individuals found to have committed such infractions shall be subject to sanctions including suspension or dismissal from the CON/University.

This policy does not supersede the policies published in the current Student Handbook from NSU. This policy reflects additional requirements of curricula for professional nursing.

I. Definitions

Controlled Substances - Controlled substances include all chemical substances or drugs listed in any controlled substance acts or regulations applicable under any federal, state or local laws.

Campus/clinical - A student is on campus or in clinical whenever he/she is:

1. On any university/health agency property including parking lots.
2. Present at any University sanctioned activity.
3. Wearing an official NSU CON uniform/lab coat.

II. Scope

The NSU CON prohibits the following when a student is on campus or in clinical and will result in disciplinary action by the College:

1. Unauthorized possession or use of a controlled substance and/or alcohol.
2. Being under the influence of a controlled substance and/or alcohol, including but not limited to DWI arrests, convictions, and driving suspensions.
3. Illegal manufacture, distribution, sale or purchase of a controlled substance including but not limited to arrests and convictions.
4. Use, or being under the influence of other drugs, including prescription drugs and over the counter drugs while there is any possibility that such use may impair the student's ability to safely perform or may adversely affect his/her safety or patient safety and care, or safety of faculty or fellow students.

III. Testing

A. Drug or alcohol testing of students is authorized under this policy allowing the Dean of the College of Nursing, or her designee, to direct a student to undergo testing under the following circumstances:

1. When there is reasonable suspicion or cause to believe that a student is or has recently been under the influence of any drug or alcohol. It is acknowledged that it may be difficult to determine when a student may be under the "influence", in keeping with the purpose of this drug policy NSU views that discretion must be given to the faculty and staff in recognizing the usual signs and symptoms of alcohol or drug use. In that respect, the following is a listing of what NSU deems possible signs and symptoms of drug or alcohol use:
 - a. Frequent absences from class, clinical or lab and/or disappearance from such.
 - b. Isolation and withdrawal.
 - c. Patient care errors, particularly medication errors.
 - d. Detectable odor of alcohol.
 - e. Increasingly poor decision and judgment about patient care.
 - f. Illogical or sloppy charting.
 - g. Unusual accidents/incidents.
 - h. Deteriorating personal appearance.
 - i. Changes in motor function/behavioral patterns including personality changes, mood swings, illogical thought patterns, gait disturbances, impaired dexterity, slurred speech, drowsiness/ sleepiness, and pupillary changes.
2. When a student is found in possession of alcohol or drugs in violation of this policy.
3. Following an instance or incident the nature of which indicates possible impairment of ability or judgment or following an incident in which patient care standards were violated or careless acts were performed.

4. When a student is enrolled in clinical courses, the student is subject to random drug screens to satisfy clinical agency requirements.
-
- B. When such signs and/or symptoms are observed in a student, the faculty member will notify the Dean or designee. The Dean or designee will go to the campus/clinical area and direct the student to submit to drug/alcohol testing and sign a consent form witnessed by two University representatives. Failure to agree to such testing shall be considered as admission of violation of the student responsibilities as it relates to this policy and shall be sufficient cause to allow Dean's action as allowed under this policy. If the student refuses the test, he/she shall sign a refusal form witnessed by two University representatives. If the student refuses to sign this refusal form, this information shall be noted on the form and witnessed by two University representatives. Refusal to sign any of these forms may result in immediate dismissal from the CON.
 - C. Within one hour of completion of required consent form, the student shall report to an identified lab, which utilizes the chain of custody procedure for blood and/or urine testing at the student's expense. A University representative will verify the student's identity prior to specimen collection. The student may not drive a motor vehicle to this lab and will be responsible for all transportation costs.
 - D. The student may not attend class or clinical activities until the Dean or designee reviews the lab results.
 - E. Results of the tests will be kept confidential and will be reported to the Dean or her designee who will then meet with the student to discuss the results and ramifications.
 - F. A positive blood alcohol and/or urine drug screen test may subject the student to sanctions, which may include suspension or dismissal from the CON/University.

Performance and Technical Standards

Individuals seeking the MSN degree and/or post Masters' certificate must attest to and safely demonstrate the essential performance components, technical standards, and necessary activities for students to be admitted to and participate in the graduate nursing program(s) of the College of Nursing at Northwestern State University (Appendix G).

Academic Honesty

You are responsible for completing and submitting your own course work and preparing your own lessons. All work submitted must be your own unless proper acknowledgment of outside material is provided. It is unacceptable to use the work of any other person or to allow work to be used by another student. Dishonesty of any kind will not be tolerated. Examinations must also represent your own work and must be completed without the assistance of books, notes, devices, or outside help, unless specified otherwise in the exam directions. Violation of this policy will result in one of the following disciplinary measures to be decided by the course faculty: 1) verbal or written warning, 2) conference with department chair or dean, 3) reduction of test/course grade to a grade of F. A student may subsequently be placed on probation or suspended or expelled and forced to withdraw from Northwestern as a result of academic dishonesty. (Refer to the section in the Student Handbook concerning Academic Infractions and Sanctions for Academic Misconduct.)

Classroom Civility Statement

Each Northwestern State University student is encouraged to help create an environment that promotes learning, dignity, and mutual respect for everyone in the learning environment. Students who speak at inappropriate times, take frequent breaks, interrupt the class by coming to class late or leaving early, engaged in loud or distracting behaviors, use cell phones or pagers (other noise-making devices like watches with alarms), listen to headphones/CDs, play with computers or hand held games, use inappropriate language, are verbally abusive, display defiance or disrespect to others, or behave aggressively toward others during the class period may be asked to leave the class and subjected to disciplinary action under the Northwestern State University Student Code of Conduct and Sanctions (Article VII Sanctions). The instructor of a course may deem additional behaviors or actions inappropriate; these action or behaviors will be outlined in the course syllabus. Copies of the infractions and sanctions are available on the NSU web sits at [http:// www.nsula.edu/studenthandbook/page100.htm](http://www.nsula.edu/studenthandbook/page100.htm).

Access To Educational Records

In accordance with Northwestern State University's Policy on Family Educational Rights and Privacy Act, information about a student generally may not be released to a third party without the student's written permission. Exceptions under the law include state and federal educational and financial institutions, and law enforcement officials. The policy also permits students to review their educational records and to challenge the contents of those records.

Eligibility For Advanced Practice Nursing Licensure

A student who (1) has ever been arrested, convicted of, pleaded guilty or no contest to, a charge of drug possession with the intent to distribute or a charge of violence or (2) has any physical or mental impairment which may affect one's ability to practice safely as a registered nurse **MUST** receive approval from the Louisiana State Board of Nursing (LSBN) (telephone: 225-755-7500) to receive licensure as an advanced practice nurse. Failure to disclose this information may result in denial of advanced practice nursing licensure.

Any student currently in the LSBN Recovering Nurse program shall notify and provide a

copy of the LSBN contract to the Director of Graduate Studies and Research in Nursing **IMMEDIATELY**.

If a student is admitted to the clinical sequence of the program, any subsequent disciplinary action, arrest, criminal charge or conviction, addiction, or impairment shall also be reported **IMMEDIATELY** to the Director for Graduate Studies and Research in Nursing and to the LSBN. It is the **professional responsibility** of the student to forward all required documents to the LSBN for determination of eligibility for advanced practice licensure.

Policy on Probation, Suspension, and Dismissal

A student whose graduate cumulative grade point average or semester average falls below 3.0 on a 4.0 scale shall be placed on probation. Probation status will be retained until the cumulative grade point average is 3.0 or above.

A student on probation who fails to make a minimum average of 3.0 on a 4.0 scale during the next semester or summer session of enrollment shall be suspended. The first suspension is for one full academic session and the second is for one calendar year for all students enrolled in graduate courses.

Upon suspension from graduate studies a student may appeal for readmission on probation by submitting to his/her advisor a letter addressed to the Dean of Graduate Studies and Research. The advisor, after consulting with the other members of the student's graduate committee, is to append a written recommendation and forward it with the letter to the Dean, who makes the final decision.

A student on probation with two previous suspensions who does not make a 3.0 on all hours attempted for the semester will be dismissed. **Such dismissal is a final action.**

Earning the grade of F in any graduate –level course will result in dismissal from the student's degree program, regardless of the student's overall grade point average. This dismissal is subject to appeal.

Revalidation of Expired Credits

In special cases, upon recommendation of the graduate advisor, approval by the Director of Graduate Studies and Research in Nursing, and approval by the Dean of the Graduate School, expired courses may be revalidated by examination or other appropriate forms of written work as deemed appropriate by the instructor of the course. A copy of the Revalidation Form is in Appendix H.

The following criteria and procedures will be used:

1. At least 2/3 of the credit hours for the degree must be taken in residence during the required time limit.
2. Transferred credits may not be revalidated.
3. The examination must be a written form (test or papers), must measure those topics

currently taught in the course and must be evaluated as if the student had just completed the course. The student's written examination paper must be filed in the Graduate School office.

4. Test construction and evaluation will be done by the instructor who is currently teaching the course or who has most recently taught the course.
5. Courses with a clinical component may not be revalidated.
6. Revalidation will be on a satisfactory-unsatisfactory basis. For grade-point average purposes, the initial grade will be utilized.
7. The student will be charged the same fee for revalidation as for NSU special examinations.
8. Request for revalidation must be initiated by the student's Graduate Committee. The request must be approved by the Director of Graduate Studies and Research in Nursing and the Dean of the Graduate School. The instructor will be notified by the Director of pertinent criteria for revalidation. The results of the examinations will be forwarded from the instructor to the Graduate Dean.

Progression

Policies governing progression in the Graduate Studies and Research in Nursing Program are:

1. All general requirements of Northwestern State University for progression toward the Master's Degree are met. Advancement from conditional to regular admission is required for progression beyond nine (9) hours of graduate course work. "Conditional status in a master's degree program may be changed to regular status by earning 9 semester hours of approved credit at Northwestern State University with a grade B or better on all graduate course work pursued". (*NSU Catalog, pg. 125*)
2. All **clinical** courses required for Clinical Concentration must show a grade of a "B" or better.
3. Evidence of current licensure as a registered nurse.
4. A grade of "B" or better is required in all clinical nursing courses. A student may not progress in the clinical nursing major with a grade of "C" or below. The clinical nursing courses may be repeated once.
5. All course work credits being transferred to NSU must show a grade of "B" or better.
6. If a student makes a "D" in a required course, that course must be repeated at NSU. Such courses may not be taken and transferred from another university.
7. If a student makes an "F" in a required course, the student is dismissed from the graduate program of current enrollment. This action is subject to the appeal process.

8. If a student withdraws from a course, the student will complete a form, entitled "reasons for withdrawal" describing the student's reasons for course withdrawal.

Resignation from the University

At some time it may be necessary for a student to leave school. If this should occur, the student should not leave without completing an official resignation that will protect his or her academic standing. Please note carefully:

1. Students who drop all the courses in which they are registered must officially resign from the University.
2. No grades will be recorded for any student who officially resigns before mid-semester or at any time during a summer session. Any student who resigns at mid-semester or thereafter will be assigned the grades earned in each course at midterm (WA, WB, WC, WD, and WF). A grade of W will be recorded for each course dropped prior to the resignation. These grades are used to determine the student's academic status, probation, or suspension at NSU. The grade of WF in a course is counted as an F. Mid-term dates are determined by the Registrar.
3. Students who leave the University without accomplishing an official resignation will have grades of F recorded in all courses in which they are registered. The student will be listed as dismissed from NSU and will forfeit all claims to refunds.
4. Students who cannot resign in person should notify the academic dean in writing of their intent to resign. They should also notify the dean in writing if another person is going to complete resignation proceedings for them.
5. A student attending classes at a campus other than Natchitoches should check with the administrative office at that campus. An example of "Resignation from the University" form is in Appendix I.

Transferred Credit

Semester hours earned at an institution accredited by a regional committee on colleges, or the equivalent, will be accepted at NSU with following exceptions:

1. Transfer credit will not be accepted as credit for a course in which a failing grade was received at NSU.
2. The academic dean will determine how transferred credits may be applied to degree requirements.
3. Credits earned at a non-accredited institution will not be accepted at NSU until the student has demonstrated knowledge of the subject through tests or by other suitable means. This determination of acceptability will be made by the Registrar and the academic dean. If a student has earned credit for courses not usually accepted at NSU and feels that the content of the courses might be acceptable to NSU degree

requirements, the courses will be reviewed by the Registrar and the academic dean.

4. Any student enrolled at NSU must secure the academic dean's permission in advance to take required course work at another institution.
5. The Graduate office will not accept transfer courses for graduate credit if those courses were taken at a college or university that does not grant graduate degrees.
6. A form is to be completed by the student and academic advisor. The form entitled "Application for Transfer of Graduate Credit" (Appendix J) is to be completed in advance of taking the course with approval of the academic dean or advisor, or when requesting academic credit for a course previously completed. An official transcript, documenting successful completion of the course, must be submitted to the Graduate office.

Comprehensive Examinations

A comprehensive examination, oral or written, or both are required of all graduate students. The examination is given in the student's last semester of study. The objective of the examination is to evaluate the student's ability to analyze and synthesize what has been learned by applying this knowledge to specific clinical nursing problems and to the role area concentration of choice. The criteria for evaluation of the examination are provided to each student prior to the examination. Suggested bibliographic readings are available from the faculty in preparation for the examination. Knowledge of specific clinical nursing problems, the role area of concentration, and research are included in the examination.

An "Application for Comprehensive Examination" (Appendix K) form is to be completed at the beginning of the semester in which the student intends to write the Comprehensive Examination.

Purpose of Comprehensive Examinations

The purpose of the comprehensive examinations is to evaluate the graduate nursing students' ability to synthesize, analyze, and apply concepts/theories studied in the graduate nursing program.

The questions are usually broad essay questions to allow freedom of direction for responses. For some programs of study you may be able to choose the questions you wish to answer from a limited number of options. Essay questions measure "complex learning outcomes", which include "the ability to recall, organize, and integrate ideas; the ability to express oneself in writing; and the ability to supply ... interpretations and applications of data" (Gronlund & Linn, 1990, pp.215 & 211).

Preparation for Examinations

Students are qualified to sit for the comprehensive examinations in the last semester of course work. Course work does not include the thesis or research problem. Students may be completing their thesis/research problem/paper when they sit for the examinations. The examination is offered on the Shreveport campus once each semester (exams may be offered on the CENLA campus concurrently, at the discretion of the faculty). Students are required to complete an "Application for Comprehensive Examination" form indicating their intention to take the comprehensive exams. This application for Comprehensive Examination may be obtained from the

College of Nursing secretaries on either of the two campuses. The completed form is to be submitted within the first two weeks of the semester to the Shreveport Campus.

Students should begin studying for comprehensive examinations several months in advance. A comprehensive exam review session is held approximately one month before the examinations. Student attendance is required. Although students prepare in different ways a few suggestions may be helpful. Review the objectives and content of each graduate course taken, including course notes, textbooks, other readings and resources, and papers you have written. The faculty recommends that you confer with appropriate faculty members as you study. The longer it has been since completing the courses, the more likely the course materials and content have changed. Obtain and study the most current information from each course.

As you review each course, write questions you think might be possible examination questions. You will be surprised by how often you will identify questions similar to those you are asked to answer for the comprehensive examinations. When you have finished your review, practice answering the examination questions you have posed. To organize your answer, first clarify what is being asked and outline your response. Then write your response. Time yourself. Set your answer aside for a few hours. Go back and read it as if you were grading it. Search for weaknesses and errors. Determine whether you rambled or digressed in answering the question. By reviewing your own answers, you should be able to determine what areas to study more extensively. When you have done this for each course, go back and write another set of questions, outline your ideas and write the responses again. Finally, ask yourself "Did I answer the question?" You might be surprised how often students stray from the question and give non-requested information.

NOTE - In Preparation to Write Examination:

- Organize your thoughts.
- Outline your information.
- Follow a logical progression.
- Use correct grammar.
- Document author sources of statements according to APA format
- Cite 3 or more published references for ***each*** examination question you write.
- "Class notes" is an ambiguous and, therefore, unacceptable reference.

Days/Time of Examination

- Scheduled examination begins promptly on the designated hour. Please be prompt.
- Examination ends precisely on the designated hour.

Time Allotted

- Ample time is allotted for completing the comprehensive exam components.
- Three hours will be devoted to research.
- Three hours will be devoted to your major clinical area.
- Two hours will be devoted to your functional role.
- One hour will be allowed for lunch (if more than one exam is scheduled on the same day).

Writing Materials

1. Bring a lined tablet 8 ½ x 11, (not a spiral, not a Blue Book).
2. Students desiring to write their exam response using a computer are to submit a

clean USB (jump/flash) drive to the College of Nursing secretary at the Shreveport campus one week prior to the day of the test. This USB drive must be labeled with your student identification number as the only identification. Failure to do so may result in delays the day of the exam. The drive will not be returned.

3. **Write only on every other line and only on one side of the page.**
4. If you are using the computer, remember to double space and format your paper to include a header with the page number and your student identification number.
5. The examination questions will be given out in an envelope.
6. On the front of the envelope and first sheet of each test situation write your Student Identification number and the number of the sheets being used to answer the question. Remember to paginate your answer sheets. OMIT YOUR NAME-USE YOUR STUDENT IDENTIFICATION NUMBER.
7. All scratch paper must be turned in with the exam.

Evaluation of Comprehensive Examination

Comprehensive examination grading criteria are distributed to students during comprehensive examination review.

Faculty will evaluate the examination responses based on factors such as:

- Logical progression of ideas
- Accuracy of citations of authors (APA format)
- Integration of concepts/theories
- Accurate content from material covered in courses
- Utilization of the nursing process where applicable
- Theoretical or conceptual framework where applicable
- Thoroughness of responses
- Concise, factual information

To control for bias in evaluating the responses, no names of students should appear on the pages of responses. If there is any question regarding the accuracy of the responses, an independent evaluation will be given by two or more faculty members. The student will receive a letter from the Director for Graduate Studies and Research in Nursing indicating a pass or fail for each comprehensive examination.

If the student is unsuccessful in the responses to the examination question(s) he/she may repeat the unsuccessful question(s) at the next scheduled date. If the student is graduating the semester he/she writes the examination, a retake exam may be scheduled in a few weeks. The student is allowed to re-take an exam only once in the same semester. If unsuccessful on the first re-take exam, the student must enroll in the next semester to retake the exam(s).

Examples of Comprehensive Exam Evaluation Criteria

The examination questions include content and situations from each of the following areas:
Major clinical concentration
Functional/role specialty

Research

Evaluation forms for the comprehensive exams will be distributed during Comprehensive Exam Review.

Planning Your Functional Role and Area of Clinical Concentration

The Graduate Studies and Research in Nursing Program at Northwestern State University is planned to accommodate a great deal of flexibility in meeting the degree requirements. Suggested areas of concentration for full and part-time study are attached. The philosophy of the faculty is that graduate study in nursing is more than the accumulation of facts or the earning of a credential. Close collegial association between faculty and students is an important aspect of the learning experience. University policy permits student to take up to six years to complete the degree requirements. However, with the rapid evolution of nursing and scientific knowledge and technology, students in nursing are encouraged to complete the degree requirements in less time where possible.

Full-time students in all clinical areas except the Nurse Practitioner concentrations may complete the course of studies in three semesters and a summer session with admission in the fall semester. The Nurse Practitioner specialties require four semesters plus a summer session for completion of all requirements.

Areas of Functional Role and Clinical Concentration

Adult Nursing

The clinical sequence in Adult Nursing has three functional areas as options: teaching, leadership and clinical nurse specialist. Students who pursue the Adult Nursing sequence will take the MSN core courses, 2-3 clinical courses, and electives to support the functional role chosen. This curriculum option will prepare graduate nurses for the practice of advanced nursing, such as to function as teachers in institutions of higher education, as leaders in clinical nursing settings or as clinical specialists in nursing of adults. The program of studies leading to the MSN, with the clinical focus in Adult Nursing requires a minimum of 39 credits (Appendix L, M, N, O, P, & Q.) The adult nursing student will complete a thesis, research problem, or professional paper in lieu of thesis.

Critical Care Nursing of the Adult

The clinical sequence in Critical-Care Nursing of the Adult has three functional areas: teaching, leadership, and clinical nurse specialist. Students who pursue the Critical-Care sequence will take the MSN Core Courses, 2-3 clinical courses and electives to support the functional role chosen. This curriculum option will prepare nurse to practice in advanced roles: to function as teachers in institutions of higher education, as leaders in clinical nursing settings, or as clinical specialists in critical-care. The program of studies leading to the MSN with a clinical focus in Critical-Care Nursing requires a minimum of 39 credits for completion (Appendix L, M, N, O, P, & Q). The Critical Care of the Adult nursing student will complete a thesis, research problem, or professional paper in lieu of thesis.

Maternal Child Nursing

The clinical sequence in Maternal-Child Nursing has two functional areas: teaching and leadership. Through implementation of a clinical sequence in Maternal-Child Nursing at the graduate level, the Graduate Studies and Research in Nursing Department will prepare nurses who are qualified to function as teachers in institutions of higher education, as leaders in client care settings, or as clinical nurse specialists. The program of studies leading to the MSN with a clinical focus in Maternal-Child Nursing requires a minimum of 39 credits for completion (Appendix L, M, O, & P). The Maternal-Child nursing student will complete a thesis, research problem, or professional paper in lieu of thesis.

Family Nurse Practitioner

The Family Nurse Practitioner clinical sequence has one functional area: Role of the Nurse Practitioner. Students who pursue the Family Nurse Practitioner sequence will take the MSN core courses, four clinical courses, clinical practicums, role courses, an advanced assessment course, and Pharmacotherapeutics, in addition to a course in Family Dynamics. The sequence of studies requires a minimum of 42 credits and leads to the MSN degree. In addition, Family Nurse Practitioner graduates will be eligible to apply for the American Nurses Credentialing Commission (ANCC) Family Nurse Practitioner certification examination, the American Academy of Nurse Practitioners' Family Nurse Practitioner certification examination, and for other examinations as deemed appropriate by certifying bodies (Appendix R & S). This clinical sequence will prepare Advanced Practice Nurses in family nursing practice who can function in primary care settings with people of all ages. Nurse practitioner students will complete a thesis, research problem, or professional paper in lieu of thesis.

Pediatric Nurse Practitioner

The Pediatric Nurse Practitioner clinical sequence has one functional area: Role of the Nurse Practitioner. Students who pursue the Pediatric Nurse Practitioner sequence will take the MSN core courses, four clinical courses, clinical practicums, role courses, an advanced assessment course, and Pharmacotherapeutics, in addition to a course in Family Dynamics. The sequence of studies requires a minimum of 42 credits and leads to the MSN degree. In addition, Pediatric Nurse Practitioner graduates will be eligible to apply for the National Certification Board of Pediatric Nurse Practitioners' Pediatric Nurse Practitioner certification examination and for other examinations as deemed appropriate by certifying bodies. This clinical sequence will prepare Advanced Practice Nurses in pediatric nursing practice who can function in primary care settings with children of all ages. Nurse practitioner students will complete a thesis, research problem, or professional paper in lieu of thesis (Appendix T & U).

Women's Health Nurse Practitioner

The Women's Health Nurse Practitioner clinical sequence has one functional area: Role of the Nurse Practitioner. Students who pursue the Women's Health Nurse Practitioner sequence will take the MSN core courses, four clinical courses, clinical practicums, role courses, an advanced assessment course, and Pharmacotherapeutics, in addition to a course in Family Dynamics. The sequence of studies requires a minimum of 42 credits and leads to the MSN degree. In addition, Women's Health Nurse Practitioner graduates will be eligible to apply for the NCC Women's Health Nurse Practitioner certification examination and for other examinations as deemed appropriate by

certifying bodies. This clinical sequence will prepare Advanced Practice Nurses in women's health nursing practice who can function in primary care settings with women of all ages. Nurse practitioner students will complete a thesis, research problem, or professional paper in lieu of thesis (Appendix V & W).

Acute Care Nurse Practitioner

The Acute Care Nurse Practitioner clinical sequence has one functional area: Role of the Nurse Practitioner. Students who pursue the Acute Care Nurse Practitioner sequence will take the MSN core courses, four clinical courses, clinical practicums, role courses, an advanced assessment course, and Pharmacotherapeutics, in addition to a course in Family Dynamics. The sequence of studies requires a minimum of 42 credits and leads to the MSN degree. In addition, Acute Care Nurse Practitioner graduates will be eligible to apply for the ANCC Acute Care Nurse Practitioner certification examination and for other examinations as deemed appropriate by certifying bodies. This clinical sequence will prepare Advanced Practice Nurses in acute care nursing practice who can function in acute care settings providing care to adults of all ages. Nurse practitioner students will complete a thesis, research problem, or professional paper in lieu of thesis (Appendix X & Y).

Neonatal Nurse Practitioner

The Neonatal Nurse Practitioner clinical sequence has one functional area: Role of the Nurse Practitioner. Students who pursue the Neonatal Nurse Practitioner sequence will take the MSN core courses, four clinical courses, clinical practicums, role courses, an advanced assessment course, and Pharmacotherapeutics, in addition to a course in Family Dynamics. The sequence of studies requires a minimum of 42 credits and leads to the MSN degree. In addition, Neonatal Nurse Practitioner graduates will be eligible to apply for the national certification examination and for other examinations as deemed appropriate by certifying bodies. This clinical sequence will prepare Advanced Practice Nurses in neonatal nursing practice who can function in tertiary and acute care settings with neonates and infants. Nurse practitioner students will complete a thesis, research problem, or professional paper in lieu of thesis (Appendix Z & AA).

Curriculum Patterns

Curriculum Patterns for the MSN program are included in the appendices. Consult your academic advisor for specific information regarding offerings of courses each semester.

Course Descriptions

Students are directed to the current Northwestern *Catalog* for specific course descriptions for the MSN program.

Thesis Guidelines, Research Problem and Research Seminar Requirements

Students must elect to complete a thesis (Nurg 5980), research problem (Nurg 5950), or research seminar/professional paper in lieu of thesis (Nurg 5995). For specific requirements of the thesis, research project or field studies, please see [General Guidelines For Theses, Research Projects and Field Studies](#) Each student is encouraged to meet with his/her advisor to determine

the most appropriate research option to meet individual needs. If the research seminar/professional paper option is selected, the student is encouraged to enroll in the seminar prior to the beginning of clinical courses. After initial enrollment in the selected research option, the student must be continuously enrolled each semester in the respective research course until completion of the research requirement has been met. Though not required, students are encouraged to work with their faculty chairperson/committee to produce a publishable paper related to his/her research.

Guidelines for Writing and Submitting Formal Papers

There are two major types of formal papers: (a) formal papers submitted in an individual course and (b) formal papers submitted to the Graduate School of Northwestern State University.

In general, the graduate nursing student will use the most recent edition of the *Publication Manual of the American Psychological Association* (APA) for writing both formal papers submitted in individual courses and formal papers submitted to the Graduate School of Northwestern State University. In some instances course faculty will have special written instructions which supersede the APA manual as documented in course syllabi. The formal paper (thesis, research project, or paper-in-lieu of thesis) submitted to the Graduate School will follow the *General Guidelines for Theses, Field Studies, Creative Research, or Research Papers-in-lieu-of-Thesis* found at <http://graduateschool.nsula.edu/assets/PDF-Forms/GuidelinesForThesisResearchProjectsAndFieldStudies/General-Guidelines-for-Theses-Research-Projects-Field-Studies.pdf>

A template for the Title Page to be submitted with both formal course papers and assignments is found in appendix AB. The template for the title page to be submitted with the formal paper submitted to the Graduate School of Northwestern State University can also be found at the above link or through Northwestern State University web site and entering the graduate school portal.

APPENDICES

Appendix A

List of Offices, Addresses, and Telephone Numbers

Dr. Steve Horton
Dean of the Graduate School
Northwestern State University

Housing Administration
Northwestern State University
Natchitoches, Louisiana 71497

Natchitoches, Louisiana 71497
(318) 357-5851

(318) 357-6803

Dr. Norann Y. Planchock
Dean and Professor
Northwestern State University
College of Nursing
1800 Line Avenue
Shreveport, LA 71101-4612
(318) 677-3100

Student Financial Aid
Northwestern State University
Natchitoches, Louisiana 71497
(318) 357-5961

Dr. Sally E. Cook
Professor and Director for the
Graduate Studies and Research in Nursing
College of Nursing
1800 Line Avenue
Shreveport, LA 71101-4612
(318)677-3020 or 3100

Faculty for the Graduate Studies
and Research in Nursing
Northwestern State University
College of Nursing
1800 Line Avenue
Shreveport, LA 71101-4612
(318) 677-3020

Teresa Kevil, Coordinator of Family Nurse Practitioner program, 318-677-3086
Dr. Dana Roe, Coordinator of Women's Health Nurse Practitioner program, 318-677-3072
Bea Launius, Coordinator of Acute Care Nurse Practitioner program, 318-677-3087 or 3020
Debra Baggett-Woodard, Coordinator of Pediatric Nurse Practitioner program, 318-677-3020
Patricia Gay, Coordinator of Neonatal Nurse Practitioner program, 318-677-3020
Dr. Marcia Wells, Graduate Faculty, 318-677-3079
Dr. Pamela Simmons, Graduate Faculty, 318-677-3100
Dr. Debra Shelton, Graduate Faculty, 318-677-3081
Dr. Susan Pierce, Graduate Faculty, 318-677-3052
Dr. Ann Green, Graduate Faculty, 318-677-3020
Christie Maranto, Graduate Faculty, 318-677-3085
Connie Roppolo, Graduate Faculty, 318-677-3076
Katheryn Arterberry, Graduate Faculty, 318-677-3078

***Contact Dr. Sally Cook for PNP and NNP information at 318-677-3100 or 3020**

Appendix B-1
 Proof of Immunization
NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING
GRADUATE STUDIES AND RESEARCH IN NURSING
 Verification of Student Immunization for MSN Clinical Experience

Student Name **Date**

SSN **Phone Number** **Date of Birth** **Program Specialty**

***Student: Please attach verification or have *health care provider sign below.**

TB Skin Test (Within last 12 months)
 Date _____ Results: *Pos. _____ Neg. _____
 *(If pos, last CXR) _____

Rubella Titer
 Date _____ Results: Pos. _____ Neg. _____

MMR Vaccine (if Rubella titer is negative 1 dose if born before 1/1/57; 2 doses if born after 1/1/57):
 Dose 1 (date) _____
 Dose 2 (date) _____

Varicella Titer
 Date _____ Results: Pos. _____ Neg. _____

Varicella Vaccine (if titer negative): Date _____

Td Booster (within past 10 years) Date _____

Hepatitis B series 1st injection (date) _____
 2nd injection (date) _____
 3rd injection (date) _____
 Hepatitis B titer: Date _____

***Signature of Health Care Provider** _____ **Date** _____
***(MD, NP, PA, Employee Health Nurse)**

Provider _____ Phone _____
 Address _____

Appendix B-2
Privacy Statement Agreement
NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING
PRIVACY STATEMENT AGREEMENT

I _____ understand that I have a legal and
(student/faculty)
ethical responsibility to safeguard the privacy of all clients and protect information defined as private and confidential. I understand that private and confidential information includes verbal communication, documented material such as that found in medical records as well as computerized information available in healthcare facility computer systems. I understand that private and confidential information must be maintained in the strictest confidence and agree to protect this information by:

- limiting discussion of protected health information to private areas and conference rooms where such information cannot be overheard; if speaking in a public area, all attempts will be made to maintain privacy (speaking quietly, facing away from others)
- not discussing protected health information outside the health care facility unless such discussion is with an appropriate faculty member and in private;
- not discussing protected health information with other students;
- ensuring that computer screens with protected health information are facing away from public areas, are not left unattended, and logging out of all computers when documentation is completed;
- not using another person's user name or password to document client information;
- not sharing or revealing unique user identification or passwords with others and not documenting using another person's user identification and password;
- not accessing any medical record without appropriate need and approval;
- refraining from copying any part of the medical record for use outside of the health care facility; necessary health information will be handwritten directly on to the care plan or other document;
- refraining from putting a personal identifier (name, medical record number, address, telephone number etc.) on any paperwork associated with the College of Nursing; client initials may be used; however, no room number or healthcare facility name/unit;
- not transmitting any protected health information via electronic or wireless media;

I understand that failure to comply with this agreement may result in disciplinary action, including dismissal (students) or termination (faculty) from the College of Nursing.

Student/Faculty Signature

Date

Sources:

U.S. Department of Health and Human Services Office for Civil Rights (2002). *Standards for Privacy of Individually Identifiable Health Information* (unofficial version), 45 CFR Parts 160 and 164, pp. 1-31.

Appendix D
Request for Appointment of Graduate Assistantship
NORTHWESTERN STATE UNIVERSITY
Natchitoches, LA 71497

Note: To be eligible for a graduate assistantship, the graduate student must have achieved regular admission status at Northwestern State University.

Name _____ Social Security Number _____

Present Mailing Address _____ Telephone Number _____

City, State, Zip Code _____

Type of Assistantship Desired: Teaching _____ Research _____ University Service _____

Other (Specify) _____

If Awarded, Appointment Should Become Effective: Fall _____ Spring _____ Year _____

Date of Birth _____ Place of Birth _____

Male _____ Female _____ Number of Dependents (Excluding Self) _____

Citizenship: US _____ Other (Specify) _____ If Foreign, Type of VISA _____

Louisiana Resident _____ Non-Resident _____

Degree Sought: Master _____ Specialist _____ Major Subject _____

College/University Previously Attended (List all Attended, Last College/University First): University

Date Attended	Major	Degree Awarded
---------------	-------	----------------

Overall Undergraduate Grade Point Average (A 4.0) _____

Undergraduate Grade Point Average in Major _____

College Honors or Recognition _____

Membership in College Organization (Extracurricular Activities) _____

GRE Score: Verbal _____ Quantitative _____ Analytical _____ Subject _____

Typing Experience: YES _____ NO _____ Computer Experience: YES _____ NO _____

Relevant Teaching, Research, Business or Work Experience:

Employer _____ Date _____ Position or Rank _____

Other Professional Experience: _____

Please request three (3) people acquainted with your qualifications to send letters of recommendation to the graduate school. List the names and address of you reference.

Name _____ Address _____

Give a Brief Statement of Your Reasons for Graduate Study:

To be considered for an assistantship, your application for admission must be complete, including application form, transcripts from each college attended, and GRE scores.

I certify that the information given above is complete and to the best of my knowledge is correct.

Your Signature _____ Date _____

Northwestern State University Is an Equal Opportunity Affirmative Action Employer.

For University Use Only: DEP. REQ. _____ VAL. _____ ACC. LTR _____ Out

Appt. _____ ACC. LTR _____ In

Appendix E
Major Professor Form

NORTHWESTERN STATE UNIVERSITY of LOUISIANA
GRADUATE STUDIES MAJOR PROFESSOR AND COMMITTEE ASSIGNMENT

Name _____ SSN _____

Last First Middle or Student ID _____

Address _____

Street and/or P.O. Box _____

Address _____ E-Mail: _____

City State Zip Code _____

Telephone (____) _____ (____) _____ (____) _____
Home Work Cell

Admitted Graduate Degree Program (please check ONLY one)

- | | | |
|--|--|--|
| <input type="checkbox"/> Heritage Resource-M.A. (509) | <input type="checkbox"/> Education-M.Ed. (503) | <input type="checkbox"/> Education-M.A.T. M/M Sp. Ed. 1-12 (512) |
| <input type="checkbox"/> Adult Education-M.A. (510) | <input type="checkbox"/> Education-M.Ed. (504) | <input type="checkbox"/> Education-M.A.T. Early Childhood (548) |
| <input type="checkbox"/> Art-M.A. (511) | <input type="checkbox"/> Education-M.Ed. (505) | <input type="checkbox"/> H. & Hum Perf.-M.S. (536) |
| <input type="checkbox"/> English-M.A. (529) | <input type="checkbox"/> Education-M.A.T. Elem (506) | <input type="checkbox"/> Psychology, Clinical-M.S. (552) |
| <input type="checkbox"/> SPS-M.A. (575) | <input type="checkbox"/> Education-M.A.T. Middle (507) | <input type="checkbox"/> Music-M.M. (542) |
| <input type="checkbox"/> Education-M.Ed. (502) | <input type="checkbox"/> Education-M.A.T. Sec (508) | <input type="checkbox"/> Nursing-M.S.N. (546) |
| <input type="checkbox"/> Specialist Degree in Educational Leadership & Instruction-Ed.S. (582) | | |

Concentration Area/Code if applicable) _____

Total Graduate Semester Hours Required For Degree Completion _____.

Please TYPE or PRINT Major Professor, Committee Members and/or Advisor below.
Signatures not required.

Major Professor

Committee Member 1

Advisor (if applicable)

Committee Member 2

Date Committee

Member 3 (Ed.S ONLY)

Do not write below this line. Office of Graduate Studies Use.

Admission Status: ___Provisional ___Conditional ___Regular

Comment(s): _____

Approved:

Dean of Graduate School

Date

White Copy – Graduate School Office

Canary-Major Professor Pink Copy –

Student Goldenrod – File

EFFECTIVE
July 15, 2006

Change of Major
From _____ to _____

Appendix F
Selection Process for the Nurse Practitioner Program
Northwestern State University
College of Nursing
Graduate Studies and Research in Nursing

Information Concerning the **Selection Process** for the _____Nurse Practitioner

_____ **Nurse Practitioner I** is taught each spring and is the first clinical course toward completing the clinical focus of the _____ Nurse Practitioner concentration. **Methods of Advanced Assessment** (NURG 5700), **Introduction to the Role of the Nurse Practitioner** (NURG 5820), **Theory** (NURG 5120) and **Pathophysiology** (NURG 5280) are prerequisite courses.

The selection process for starting the clinical experiences in the _____ Nurse Practitioner concentration is conducted and finalized in early summer of each year.

Students must submit the following to be considered for selection into the _____Nurse Practitioner concentration:

- _____ Letter of Intent to Enter Clinical by First Monday in June prior to starting the Assessment and Intro to Role courses.
- _____ Graduate Record Examination results are in the graduate school office and a copy of the results has been sent to the College of Nursing. This must include all three areas: Quantitative, Verbal and Analytic.
- _____ Undergraduate GPA - Official copy
- _____ Completion of a faculty selected Critical - Logical Thinking Tool (to be scheduled with the graduate secretary). This should be done the first semester of enrollment in the MSN program.
- _____ 5 page essay using APA format entitled, Why I Want to be a _____ Nurse Practitioner.
- _____ A letter identifying geographical area of residence and intent-to-practice-area on completion of the MSN program.
- _____ A preceptor agreement signed by a designated Preceptor(s). You may secure a preceptorship packet from MSN Graduate office: 1800 Line Avenue, Shreveport, LA 71101; or call (318)677- 3020 (or 3100).
- _____ Proof of an active, unencumbered, Louisiana RN license.
- _____ Current Criminal Disclosure Form.

Proof of Malpractice Insurance that covers you as a nurse practitioner student is required in the Clinical Assessment course.

Appendix G

NORTHWESTERN STATE UNIVERSITY
College of Nursing
Performance and Technical Standards

Purpose: To set forth the essential components, technical standards and examples of necessary activities for students to be admitted to and participate in the educational program(s) of the College of Nursing at Northwestern State University.

Policy Statement: Individuals must demonstrate safely the essential components of the nursing or radiologic sciences program as evidenced by, but not limited to, the technical standards identified, with or without reasonable accommodation.

Technical Standards: All nonacademic criteria that are essential to participate in the program in question (Terminology as Defined Under Section 504 of the Rehabilitation Act of 1973 and the ADA, 34 CFR ' 104 Appendix A, &5).

Performance	Technical Standards	Examples of Necessary Activities (not all inclusive)
1. Critical Thinking	<ul style="list-style-type: none"> critical thinking ability sufficient for clinical judgment sufficient powers of intellect to acquire, analyze, synthesize and apply information and solve problems 	<ul style="list-style-type: none"> anticipate and identify cause-effect relationships in critical and non-critical clinical situations, develop, implement, and evaluate nursing care plans or care according to process respond instantly to emergency situations consistently make timely decisions and follow through with appropriate actions
2. Interpersonal	<ul style="list-style-type: none"> interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds 	<ul style="list-style-type: none"> establish rapport with patients/clients, their significant other(s), colleagues, faculty, and other health care providers
3. Communication	<ul style="list-style-type: none"> communicate abilities sufficient for written and oral interaction with individuals and groups 	<ul style="list-style-type: none"> explain treatments, procedures, and/or give information initiate health teaching, including giving effective instructions to patient and family accurately and legibly document and interpret nursing actions and client responses within time constraints give accurate, timely oral reports to other members of the health care team with sufficient detail exchange ideas using spoken, written, visual, and/or electronic means
4. Motor	<ul style="list-style-type: none"> physical abilities sufficient to execute gross and fine motor 	<ul style="list-style-type: none"> calibrate and use equipment position and transfer clients use manual dexterity to apply sterile gloves, manipulate tubes,

	<p>movements required to provide general care and treat patients within an acceptable amount of time and the ability to maneuver in small spaces</p>	<p>stopcocks, syringes, and sharps including needles, scalpels, and glass items</p> <ul style="list-style-type: none"> reach, handle, finger, feel, palpate, and percuss
5. Sensory	<ul style="list-style-type: none"> sensory ability sufficient for monitoring and assessment of client health care needs in tasks where input is typically received by auditory, visual, tactile, or olfactory feedback 	<ul style="list-style-type: none"> hear monitor alarms, emergency signals, telephone orders, auscultatory sounds, cries for help observe patient responses at a distance and close at hand comprehend three dimensional relationships, spatial relationships, and distinguish color of objects including skin, nail beds, and urine detect significant environmental and client odors perform palpation, auscultation, percussion and functions of physical examination and/or those related to therapeutic intervention discriminate between sizes, shapes, temperature, and texture by means of touch, particularly with the fingertips while working in low light situations (i.e., dark room)
6. Behavioral	<ul style="list-style-type: none"> emotional health for full utilization of intellectual abilities exercise good judgment maintenance of patient confidentiality prompt completion of all responsibilities attendant to the care of patients development of mature, sensitive, and effective relationships with patients 	<ul style="list-style-type: none"> recognize that the curriculum is physically, mentally, and emotionally taxing tolerate demanding workloads including effective functioning under stress, adapting to changing environments, displaying flexibility and learning to function in the face of uncertainties inherent in the clinical problems of patients demonstrate compassion, integrity, concern for others possess interpersonal skills, interest, and motivation manage apprehensive patients with a range of moods and behaviors in a tactful, congenial, personal manner so as not to alienate or antagonize them must accept criticism and respond by appropriate modification of behavior

I have received a copy of the above information and understand my need to comply.

Faculty Signature and Date

Student Signature and Date

Appendix I
Resignation from the University
RESIGNATION/CANCELLATION FROM TERM _____

Name of Student _____ SS# _____
Last First Middle/Maiden

Address: _____
Street, P. O. Box City State Zip Code

Telephone Number (____) _____ Major _____

I wish to resign from the University for the following reason(s):

- | | |
|--|---|
| 1. _____
Academic Dean/Director Date | 2. _____
Business Affairs Date
St. Denis Hall |
| 3. _____
Financial Aid Date
Room 109, Roy Hall | 4. _____
Registrar's Office Date
Room 108, Roy Hall |

IMPORTANT: Students who are indebted to the University (LIBRARY, UNIVERSITY POLICE, HOUSING, CASHIER/COMPTROLLER, MILITARY SCIENCE, SGA STUDENT LOAN, ATHLETIC SCHOLARSHIP, ETC.) cannot receive a NSU academic transcript or register for courses until all charges have been cleared.

Student's Signature Date

RETURN TO THE REGISTRAR'S OFFICE!

Appendix J
 Application for Transfer of Graduate Credit
NORTHWESTERN STATE UNIVERSITY of LOUISIANA
APPLICATION FOR TRANSFER OF GRADUATE CREDIT

PLEASE NOTE: A separate form must be completed for each university from which course transfers are requested. If a student is transferring a course during the same semester in which he/she plans to complete requirements for a degree or add-on, the official transcript must be received prior to the deadline date for candidates for graduation.

1. Name: _____ SSN: _____ Date: _____
2. Institution where credit was earned: _____
3. Does Northwestern Graduate School have an official transcript from the university named in Item 2 above?
 YES NO (If "NO" don't process this form.)
4. Was the course credit earned within the six-year time limit?
 YES NO (If "NO" don't process this form.)
5. Have you earned 12 semester hours of graduate residence credit at Northwestern?
 YES NO (If "NO" don't process this form.)
6. Student's NSU Major: (check one)
 Art (M.A.) Education (M.Ed.) English (M.A.) H.&P.E. (M.Ed.) History (M.A.) Music (M.M.)
 Nursing (M.S.N.) Psychology (M.S.) SPS (M.A.) Educational Leadership & Instruction (Ed.S.)
 Seeking Add-on Concentration Only

Student's Academic Concentration: (where applicable) _____

Name of Course Requested for Transfer	NSU Course No.	Other Univ. Course No.	Sem. Hrs.	Grade Earned	Sem. Earned
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____

Please sign below and forward to your Major Professor

Student's Signature: _____ Date: _____

To be completed by Student's Major Professor:

1. Is the transferring institution accredited? YES NO
2. Does the transferring institution regularly grant graduate degree? YES NO
3. Was the transfer work clearly listed as being for graduate credit? YES NO
4. Was the grade earned in each transfer course "B" or above? YES NO
5. Was the transfer course earned in residence? YES NO
6. Do the transfer courses fit the associated curriculum at Northwestern? YES NO

I recommend that the student be permitted to transfer the above course(s). YES NO

Major Professor's Signature: _____ Date: _____

To be completed by Graduate School: Approved Disapproved

Comments: _____

Graduate Dean's Signature: _____ Date: _____

Appendix K
Application for Comprehensive Examination
NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING
GRADUATE STUDIES AND RESEARCH IN NURSING

APPLICATION FOR COMPREHENSIVE EXAMINATION

Application for the Comprehensive Examination must be submitted no later than two weeks after the semester begins.

I understand the earliest I can write the Comprehensive Examination is the semester in which I complete my course work.

Have you previously written the Comprehensive Examination?

_____ Yes _____ No

If response is yes, which sections of the examination did you pass?

I _____, am applying to write the sections of the Comprehensive Examination indicated below:

Clinical Practice (Mark appropriate one)

- _____ Family Nurse Practitioner
- _____ Women Health Nurse Practitioner
- _____ Acute Care Nurse Practitioner
- _____ Pediatric Nurse Practitioner
- _____ Adult Nursing
- _____ Critical Care Nursing
- _____ Maternal Child Nursing

Research (Must take unless passed on previous Comprehensive Examination)

- _____ Yes
- _____ No

Functional Area (Mark appropriate area(s))

- _____ Leadership
- _____ Teaching
- _____ NP
- _____ CNS

COMPREHENSIVE EXAMINATION

PAGE 2

I am registering for:

Fall 20 _____

Spring 20 _____

Summer 20 _____

Comprehensive Examination Date

Signature

SSN

Date

Street Address

Clinical Practice

City State Zip

Functional Area

Telephone Number

Obtained Comprehensive Examination Criteria From Comprehensive Examination Review Class:

Date

Faculty

Appendix L
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING
 CURRICULUM PATTERN
 FULL-TIME STUDY
 FUNCTIONAL ROLE: ADMINISTRATION

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5000 -- Orientation.....	0		
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5700 -- Clinical Assessment	3	48	45
Elective	3		45
Spring Semester:			
Nursing 5040/5150/5310 -- Clinical I.....	3	96	30
Nursing 5010 -- Research in Nursing	3		45
Nursing 5110 -- Nursing Administration I	3		45
Elective	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5210 -- Nursing Administration II	3		45
Nursing 5050-5160-5320 -- Clinical II.....	3	96	30
Fall Semester:			
Nursing 5140 -- Leadership Role Development	3	240	45
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Total	39	488	469

Appendix M
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING
 CURRICULUM PATTERN
 FULL-TIME STUDY
 FUNCTIONAL ROLE: EDUCATION

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5000 -- Orientation.....	0		
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology.....	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment...	3	48	45
Nursing 5090 -- Curriculum Development	3	3	45
Spring Semester:			
Nursing 5040/5150/5310 -- Clinical I.....	3	96	30
Nursing 5010 -- Research in Nursing	3		45
Nursing 5070 -- Evaluation and Measurement	3		45
Elective	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5220 -- Role of Nurse Educator	3		45
Nursing 5050-5160-5320 -- Clinical II.....	3	96	30
Fall Semester:			
Nursing 5060 -- Teaching Practicum.....	3	240	45
Nursing 5995 -- Research Seminar (5980 or 5950).....	3		45
Total	39	488	469

Appendix N
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS
 CURRICULUM PATTERN
 FULL-TIME STUDY
 CLINICAL NURSE SPECIALIST

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5000 – Orientation	0		
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5400 -- Role Development of the CNS	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	45
Spring Semester:			
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Nursing 5040/5150-- Clinical I.....	3	96	32
Nursing 5010 -- Research in Nursing	3		45
Elective	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5050/5160-- Clinical II	3	96	32
Nursing 5190 -- Clinical Topics in Nursing	3	288	
Fall Semester:			
Nursing 5995 Research Seminar (or 5980 or 5950)	3		45
Nursing 5170 -- Practicum in CNS.....	3	288	
Elective	3		45
Total	39	816	469

Appendix O
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING
 CURRICULUM PATTERN
 PART-TIME STUDY
 FUNCTIONAL ROLE: ADMINISTRATION

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5000 – Orientation.....	0		
Nursing 5120 – Theory-Oriented Nursing Practice.....	3		45
Nursing 5280 – Pathophysiology.....	3		45
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5110 -- Nursing Administration I	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5210 -- Nursing Administration II	3		45
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5700 – Methods of Clinical Nursing Assessment...	3	48	45
Elective	3		45
Spring Semester			
Nursing 5040/5150/5310 -- Clinical I.....	3	96	30
Elective	3		45
Summer Semester			
Nursing 5050/5160/5320 -- Clinical II	3	96	30
Elective	3		45
Fall Semester			
Nursing 5140 -- Leadership Role Development	3	240	45
Total	39	488	514

Appendix P
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS/ WOMAN-CHILD NURSING
 CURRICULUM PATTERN
 PART-TIME STUDY
 FUNCTIONAL ROLE: EDUCATION

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Pathophysiology	3		45
Nursing 5000 -Orientation.....	0		
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Elective	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5220 -- Role of the Nurse Educator	3		45
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment...	3	48	45
Nursing 5090 -- Curriculum Development	3		45
Spring Semester			
Nursing 5040/5150/5310 -- Clinical I.....	3	96	30
Nursing 5070 -- Evaluation and Measurement	3		45
Summer Semester			
Nursing 5050/5160/5320 -- Clinical II	3	96	30
Fall Semester			
Nursing 5060 -- Teaching Practicum.....	3	240	45
Total	39	488	514

Appendix Q
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ADULT NURSING/ CRITICAL CARE OF ADULTS
 CURRICULUM PATTERN
 PART-TIME STUDY
 CLINICAL NURSE SPECIALIST

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5000 – Orientation	0		
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280-- Advanced Pathophysiology	3		45
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Fall Semester:			
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	45
Nursing 5400 -- Role Development of the CNS.....	3		45
Nursing 5995----Research Seminar (or 5980 or 5950).....	3		45
Spring Semester:			
Nursing 5040/5150-- Clinical I.....	3	96	32
Elective	3		45
Summer Semester:			
Nursing 5050/5160-- Clinical II	3	96	32
Nursing 5190 -- Clinical Topics in Nursing	3	288	
Fall Semester:			
Nursing 5170 -- Practicum in CNS.....	3	288	
Total	39	816	469

Appendix R
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 FAMILY NURSE PRACTITIONER
 CURRICULUM PATTERN
 FULL-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	45
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5000 -Orientation.....	0		
Spring Semester:			
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Nursing 5010 -- Research in Nursing	3		45
Nursing 5770 -- Family Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5832 -- Role of NP in Clinical Practice	1		15
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Nursing 5780 -- Family Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5790 -- Family Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5800 -- Family Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix S
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 FAMILY NURSE PRACTITIONER
 CURRICULUM PATTERN
 PART-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5000 -- Orientation.....	0		
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Fall Semester			
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		30
Spring Semester			
Nursing 5770 -- Family Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester			
Nursing 5780 -- Family Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester:			
Nursing 5790 -- Family Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5800 -- Family Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix T
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 PEDIATRIC NURSE PRACTITIONER
 CURRICULUM PATTERN
 FULL-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5000 -- Orientation.....	0		
Spring Semester:			
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Nursing 5010 -- Research in Nursing	3		45
Nursing 5850 -- Pediatric Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for Nps.....	1	48	
Nursing 5832 -- Role of NP in Clinical Practice	1		15
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Nursing 5860 -- Pediatric Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for Nps	1	48	
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5870 -- Pediatric Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5880 -- Pediatric Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix U
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 PEDIATRIC NURSE PRACTITIONER
 CURRICULUM PATTERN
 PART-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5000 --Orientation.....	0		
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Fall Semester:			
Nursing 5700 -- Methods of Clinical Assessment	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Spring Semester			
Nursing 5850 -- Pediatric Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester			
Nursing 5860 -- Pediatric Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester			
Nursing 5870 -- Pediatric Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester			
Nursing 5880 -- Pediatric Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix V
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 WOMEN'S HEALTH NURSE PRACTITIONER
 CURRICULUM PATTERN
 FULL-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5000 --Orientation.....	0		
Spring Semester:			
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Nursing 5010 -- Research in Nursing	3	112	45
Nursing 5330 -- Women's Health Nurse Practitioner I	3	48	30
Nursing 5260 -- Clinical Skills I for NPs	1		
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3	112	45
Nursing 5340 -- Women's Health Nurse Practitioner II	3	48	30
Nursing 5270 -- Clinical Skills II for NPs	1		
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3	112	45
Nursing 5350 -- Women's Health Nurse Practitioner III	3		30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5360 -- Women's Health Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix W
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 WOMEN'S HEALTH NURSE PRACTITIONER
 CURRICULUM PATTERN
 PART-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5000 --Orientation.....	0		
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Fall Semester:			
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Spring Semester			
Nursing 5330 -- Women's Health Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester			
Nursing 5340 -- Women's Health Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester			
Nursing 5350 -- Women's Health Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester			
Nursing 5360 -- Women's Health Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix X
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ACUTE CARE NURSE PRACTITIONER
 CURRICULUM PATTERN
 FULL-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5700 -- Methods of Clinical Nursing Assessment ..	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Spring Semester:			
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Nursing 5010 -- Research in Nursing	3		45
Nursing 5410 -- Acute Care Nurse Practitioner I	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Nursing 5420 -- Acute Care Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5430 -- Acute Care Nurse Practitioner III.....	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5440 -- Acute Care Nurse Practitioner IV	3	384	
Total	42	816	497

Appendix Y
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 ACUTE CARE NURSE PRACTITIONER
 CURRICULUM PATTERN
 PART-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		
Nursing 5280 -- Advanced Pathophysiology	3		45
Nursing 5000 -- Orientation.....	0		45
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5710 -- Pharmacotherapeutics.....	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Fall Semester:			
Nursing 5700 -- Methods of Clinical Assessment	3	48	45
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Spring Semester			
Nursing 5410 -- Acute Care Nurse Practitioner I	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester			
Nursing 5420 -- Acute Care Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester			
Nursing 5430 -- Acute Care Nurse Practitioner III.....	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester			
Nursing 5440 -- Acute Care Nurse Practitioner IV	3	384	
Total	42	816	497

Appendix Z
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING

NEONATAL NURSE PRACTITIONER
 CURRICULUM PATTERN
 FULL-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5620 -- Advanced Pathophysiology of Neonate	3		45
Nursing 5630 -- Clinical Assessment for the NNP	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5000 -- Orientation	0		
Spring Semester:			
Nursing 5640 -- Pharmacotherapeutics for the NNP	3		45
Nursing 5010 -- Research in Nursing	3		45
Nursing 5650 -- Neonatal Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Nursing 5660 -- Neonatal Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for Nps	1	48	
Fall Semester:			
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Nursing 5670 -- Neonatal Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester:			
Nursing 5680 -- Neonatal Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix AA
 NORTHWESTERN STATE UNIVERSITY
 GRADUATE STUDIES IN RESEARCH AND NURSING
 NEONATAL NURSE PRACTITIONER
 CURRICULUM PATTERN
 PART-TIME STUDY

Courses	Credits	Clinical Hours	Didactic
Fall Semester:			
Nursing 5120 -- Theory-Oriented Nursing Practice	3		45
Nursing 5620 -- Advanced Pathophysiology of Neonate	3		45
Nursing 5000 -- Orientation.....	0		
Spring Semester:			
Nursing 5010 -- Research in Nursing	3		45
Nursing 5640 -- Pharmacotherapeutics for the NNP	3		45
Summer Semester:			
Nursing 5100 -- Social Forces in Nursing Practice	3		45
Nursing 5810 -- Family Dynamics	3		45
Fall Semester:			
Nursing 5630 -- Methods of Clinical Assessment	3	48	32
Nursing 5820 -- Introduction to the Role of the NP	2		30
Nursing 5995 -- Research Seminar (or 5980 or 5950).....	3		45
Spring Semester			
Nursing 5650 -- Neonatal Nurse Practitioner I.....	3	112	30
Nursing 5260 -- Clinical Skills I for NPs	1	48	
Nursing 5830 -- Role of NP in Clinical Practice	1		15
Summer Semester			
Nursing 5660 -- Neonatal Nurse Practitioner II.....	3	112	30
Nursing 5270 -- Clinical Skills II for NPs	1	48	
Fall Semester			
Nursing 5670 -- Neonatal Nurse Practitioner III	3	112	30
Nursing 5840 -- Role of the NP in Business.....	1		15
Spring Semester			
Nursing 5680 -- Neonatal Nurse Practitioner IV	3	336	
Total	42	816	497

Appendix AB
TEMPLATE FOR INDIVIDUAL COURSE PAPERS AND/OR ASSIGNMENTS

TITLE TITLE TITLE TITLE TITLE TITLE

TITLE TITLE TITLE TITLE TITLE

(Center title in all capital letters between the left and right margins. Succeeding lines of

Title must be shorter than the preceding line and double spaced.)

by
Full Name of Student

Submitted to
Northwestern State University of Louisiana
In partial fulfillment of requirements for
Course Name & Number
Instructor Name

Month, Date, Year