South Georgia State College
School of Nursing
Nursing Handbook
2013-2014
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South Georgia State College (SGSC)

South Georgia State College, formed from the consolidation of South Georgia College and Waycross College on January 8, 2013, is a residential state college serving over 3,000 students.

VISION
South Georgia State College will be a student-centered institution that produces life-long learners well equipped to succeed in a diverse global society.

MISSION
South Georgia State College, a state college of the University System of Georgia, is a multi-campus, student-centered institution offering high-quality associate and select baccalaureate degree programs. The institution provides innovative teaching and learning experiences, a rich array of student activities and athletic programs, access to unique ecological sites, and residential options to create a diverse, globally-focused, and supportive learning environment. Current Mission was approved by the Board of Regents of the University System of Georgia May 8, 2012.

ACCREDITATIONS
South Georgia State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the associate and baccalaureate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of South Georgia State College.

SCHOOL OF NURSING
South Georgia State College’s Associate Degree Nursing Program is fully approved by the Georgia Board of Nursing (237 Coliseum Drive; Macon, GA 31217-3858). The program is also accredited by the National League for Nursing Accrediting Commission (NLNAC). Information regarding the accreditation status of nursing programs may be obtained by contacting the NLNAC at - 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326; Phone: 404.975.5000 or call 404.975.5000 for questions about the accreditation of South Georgia State College.
History of South Georgia College:
For over 100 years, South Georgia College (SGC) has been a pillar of the Douglas-Coffee County community. The Georgia General Assembly established South Georgia College in 1906 as the Eleventh District Agricultural and Mechanical School. The A & M schools were residential secondary schools that gave rise to several of Georgia’s colleges and universities. In 1927, the Georgia Legislature passed a bill that made SGC the first state-supported two-year college. In 1932, the College joined 25 other institutions to become original members of the University System of Georgia under the governance of the Board of Regents. South Georgia College assumed its present name in 1936. The Douglas campus now encompasses 190 acres and is occupied by over 20 buildings. The original three buildings – Powell Hall, Peterson Hall and Davis Hall – were built in 1907-1908 and remain a centerpiece of the campus. Peterson Hall is one of the most recognizable buildings in Douglas, comparable to the Courthouse in terms of prominent architecture. South Georgia College has a proud academic and athletic heritage. The College has assembled a top-notch faculty that includes Fulbright Scholars and a number of published authors. Over the last three years, South Georgia College’s enrollment has grown steadily. Tiger Village student suites, along with entry programs at Valdosta State University and Georgia Southwestern State University and the SGC Associate of Science in Nursing program at Waycross College, have brought SGC’s enrollment up to over 2,000 total students. South Georgia College’s athletic program has won over a dozen state titles in baseball, basketball, golf, soccer, softball, and cross country. Currently, the SGC Athletic Department competes interscholastically in baseball, softball, soccer, cross country, and swimming.

South Georgia College is steeped in history. The main campus is listed on the National Register of Historic Places. At the same time, the College has embraced modern technology to prepare students for careers in the global marketplace.

South Georgia State College
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South Georgia State College (SGSC)
School of Nursing (SON)
Mission: The School of Nursing at SGSC prepares the entry-level generalist through the acquisition of knowledge and skills which promote health in the community, contribute to the professional and community life, and provide direct care to a diverse population. The nursing curriculum emphasizes competence, accountability, and legal and ethical standards in the practice of the profession. The mission of the RN-BSN program is to build on this education base and assist RNs in continuing their education to the next level by providing seamless academic progression.
South Georgia State College
School of Nursing
Student Learning Outcomes (SLOs)

Associate of Science in Nursing (ASN):
1. Students will evaluate general education content and critical thinking principles in decision making to provide therapeutic nursing care.
2. Students will analyze principles of responsibility and accountability for professional nursing roles.
3. Students will implement evidence-based practice for decision making, critical reasoning, and creative thinking to improve nursing practice.
4. Students will integrate caring, compassion, and empathy in all aspects of nursing practice.
5. Students will integrate collaboration in partnerships to promote, maintain, and restore health.
6. Students will analyze leadership principles in nursing practice.
7. Students will evaluate healthcare information in providing nursing care.

Bachelor of Science in Nursing:
1. Students will evaluate appropriate research findings in evidence-based nursing practice.
2. Students will integrate effective ethical written and oral communication as members of an interdisciplinary healthcare team.
3. Students will synthesize leadership concepts, skills, and decision making in order to provide oversight and accountability for the delivery of safe, quality care in a variety of healthcare settings.
4. Students will analyze reliable evidence from multiple perspectives to inform practice and make reasonable clinical judgments.
5. Students will integrate a variety of patient care technologies, information systems, and communication devices that support evidence-based nursing practice in a variety of healthcare settings.
6. Students will analyze knowledge of healthcare policy, finance, and regulatory environments including local, state, national, and global health care trends.
7. Students will manage the direct and indirect care of individuals, families, groups, communities, and populations to promote, maintain, and restore health.

Student learning outcomes are assessed by the following measures:
1. Written papers and oral presentations
2. Written examinations
3. Patient care plans
4. Simulated clinical examinations
5. Peer evaluations
6. Classroom projects (such as the community health assessment)
7. Clinical skills check offs for Physical assessment and basic skill mastery
8. Clinical evaluation of student
9. HESI case studies which show evidence of decision making, priority setting and delegation activities
10. Student self-assessment
11. End of course classroom and clinical evaluation
South Georgia State College  
Philosophy for the School of Nursing

The SGSC School of Nursing is an integral part of the parent institution. The philosophy of the School of Nursing has evolved from the successful history and tradition of academic excellence in nursing education. It is congruent with the South Georgia State College mission statement, institutional goals, and general education learning outcomes. The School of Nursing’s purpose is to educate associate and bachelor’s degree nurses by providing an environment that promotes critical thinking, problem solving, accountability, self-evaluation and attainment of program outcomes. The SGSC nursing faculty adheres to the following beliefs:

The **Client** is viewed holistically with physical, emotional, intellectual, social, and spiritual needs. These needs, which are common to all human beings regardless of culture, race, and gender, exist through a person’s life span. The client is dynamic and adapts to perceived internal and external stressors. The client moves through progressive developmental stages in a sequential manner. Each client has basic needs which are hierarchically arranged and individually perceived.

The **American Nurses Association (ANA)** defines nursing as the protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of clients, families, communities, and populations. The profession of nursing recognizes the political, economic, social and demographic impact on health care. Nursing emphasizes competence, accountability, and legal and ethical standards in the practice of its profession. Graduates from the School of Nursing are prepared to function as providers of care utilizing critical thinking, clinical competence, and accountability. In addition, there is a commitment to the value of caring as managers of healthcare delivery. Graduates work through collaboration, organization, delegation, accountability, and advocacy. They function as members of the interdisciplinary team and have a commitment to professional growth, evidence-based practice, and continuous lifelong learning. This program provides career mobility for the Associate degree prepared registered nurse in the South Georgia area. Bachelor’s prepared graduates also serve as leaders, researchers, and community health care providers.

**Health** is defined by The World Health Organization as, “A state of complete physical, mental and social well-being and not merely the absence of disease or infirmity” (1946). Health and illness are on a continuum with clients having neither absolute health nor absolute illness. A client’s health status is dynamic with the potential for high level wellness, extremely poor health and/or death. A person’s perception of health is influenced by his culture, heredity, internal and external environments, and adaptive responses.

**Society** both influences and is influenced by its norms, values, members, institutions, and cultures. A society is composed of clients and groups who are in interdependent relationships. Society is influenced by environmental forces that affect the client’s rights, responsibilities, and modalities of the healthcare delivery system. The environment is an aggregate of all the conditions and influences affecting the life and development of a person. The environment impacts the client’s ability to meet basic human needs and influences movement toward self-actualization.
**Teaching and Learning** is a dynamic and methodical process between the learner and the educational environment. Learning involves the acquisition of knowledge, skills, attitudes, values, critical thinking and clinical reasoning and is evident by safe and effective care delivery to clients and groups. Clients learn in a variety of ways, and diverse resources are available to meet client student learning needs through utilization of current technology and evidenced-based practice guidelines. The nursing process throughout the curriculum is an expression of critical thinking that enables the formation of clinical judgments based on evidence-based practice to provide comprehensive nursing care to clients on the health-illness continuum, in all stages of the life span within the health care delivery system. The faculty is committed to creating a learning environment where students provide healthcare for diverse ethnic and cultural populations in a spectrum of settings.

The faculty believes that nursing education is based on environmental, biological, physical, and behavioral sciences. The science of nursing is based on principles and theories of nursing, behavioral and natural sciences, which embody knowledge, skills and critical thinking. The art of nursing is exemplified by the characteristics of caring that include commitment, authenticity, advocacy, responsiveness, presence, empowerment and competence. The faculty value lifelong learning and professional advancement; thus, adding the RN to BSN is integral to this belief.

**Explanation of Curriculum Paradigm:** The organizational framework is derived from the philosophical statement. The program of learning is based on the faculty’s beliefs related to man, society, health, nursing and learning. The faculty believes that this paradigm is appropriate for associate degree and baccalaureate-prepared nurses who will practice in community settings as generalists.

The major themes of the paradigm are both progressive (vertical) and pervasive (horizontal). The progressive themes begin at a fundamental level and advance toward more complex levels. Pervasive themes are presented as concepts (i.e. developmental stages) which are emphasized throughout the nursing program.

There are three progressive themes: The Client, Critical Thinking, and Roles of the Nurse. There are five pervasive themes that evolve from the philosophical statement: Adaptation, Development, Needs, Health Promotion, Management and Restoration, and Environment. These themes are identifiable throughout the nursing sequence in first level outcomes, course objectives, and program outcomes.
School of Nursing Curriculum Paradigm

INDIVIDUAL  NURSING  HEALTH  SOCIETY  TEACHING-LEARNING

CLIENT

Community
Group
Family
Individual

CRITICAL THINKING

Integrated
Practiced
Learned

Roles

Manager of Care
Advocate
Collaborator
Teacher
Caregiver
Communicator
Learner

ADAPTATION

NEEDS (Maslow)

DEVELOPMENT (Erikson)

HEALTH PROMOTION, MANAGEMENT, and RESTORATION

ENVIRONMENT Updated April 2010

10
Major Progressive Themes:
Client - The client or group of clients will benefit from nursing care. Clients exist in relationships with their families, groups, and communities. The client’s health status is dynamic. Health may range from high level wellness to extremely poor health or death. Nursing care may be sought to promote, manage and/or restore the client to optimum health or to support him through death with dignity.

The family is defined as a small social system of clients related by reciprocal ties. The nurse respects the influence of the family upon the client and his well-being. The group is a dynamic assemblage of clients who are interrelated. Groups may have different functions and interests, structure and cohesiveness. Clients may function in groups or be influenced by groups. A community is a cluster of groups which may or may not be defined by geographic boundaries. Communities share common interests, similarities or identities.

Critical Thinking - Critical thinking is learned, practiced and integrated, and it provides the foundation for appropriate clinical decision-making. Critical thinking is a method of reasoning. Utilizing critical thinking, the nurse remains open-minded, considers alternatives, and assesses and recognizes the consequences of decisions. The nursing process is a critical thinking tool that enables the formation of clinical judgments based upon scientific rationale.

Roles of the Nurse - Throughout the program of study emphasis is placed on the nurse’s role as learner, communicator, caregiver, teacher, collaborator, advocate and manager of care. These roles are reflected in the program outcomes.
As a learner, the nurse gains knowledge through study, instruction and experience. Lifetime learning is continuous discovery and reflection.
As a communicator, the nurse exchanges meanings with clients through a common system of symbols, verbally and/or nonverbally, and thereby demonstrates caring, compassion and cultural awareness.
As a caregiver, the nurse assists clients to achieve positive outcomes through caring interventions. Caregivers preserve and respect the client’s dignity.
As a teacher, the nurse shares knowledge and expertise with the client in order to develop, implement and evaluate individualized teaching plans. The goal of teaching is to empower the client in managing his personal health.
As a collaborator, the nurse interacts with the client’s significant support persons, peers and other health care professionals to provide holistic care and improve client outcomes.
As an advocate, the nurse preserves the client’s legal and human rights. The nurse offers support and may act as an intercessor.
As manager of care, the nurse plans, organizes delegates, directs, coordinates and allocates resources to meet the needs of the client and achieve the mission of the organization.

Pervasive Themes: Adaptation - Adaptation is the internal and external response to stress. It is a dynamic, ongoing, life-sustaining process of reacting to change. The nurse promotes man’s adaptation by utilizing critical thinking to facilitate a return to homeostasis.
Needs - Basic needs theory is useful in helping the nurse identify and prioritize problems and interventions. Maslow’s Hierarchy identifies man’s needs on five levels ranked in order of importance for survival. This theory assists the nurse and the client in organizing and setting goals.
**Development**- Erikson’s Eight Stages of Man describe predictable, age-related, task-specific stages that cover the life span. Man’s internal and external environments influence these eight levels of achievement.

**Health Promotion, Management, and Restoration**- Health promotion, management and restoration activities are directed toward assisting clients to reach their optimum comfort and functioning in a diverse population. These activities may promote a change in a client’s internal or external environment. Clients are ultimately responsible for their own health.

**Environment**: The individual’s environment is unique and complex. The nurse functions with an awareness of the biologic, psychologic, physiologic and sociologic environments of both the person and the nurse. The nurse evaluates the relative importance of the person’s internal and external environments and analyzes their effects on the person. The nurse’s awareness of these environments is incorporated into health promotion, management and restoration.

**Internal Environment:**
**Biologic**- An individual’s biologic internal environment, including his physical, chemical, and neurologic areas, exists within narrow ranges. The nurse must provide care with an awareness of the variables related to these areas. Changes in one of these areas impact adaptation in the other areas and may result in an imbalance. All roles of the nurse promote, manage, and/or restore man to homeostasis in his biologic internal environment.
**Psychologic**- An individual’s psychologic internal environment, including the cognitive and affective domains, interpersonal relationships, self-concepts, and coping patterns, also exists within narrow ranges. The client’s biologic environments are interrelated and are affected by his psychologic environment. Changes in any of the environments may elicit imbalance. The nurse functions to promote health environments which support homeostasis.

**External Environment:**
**Physiologic**- The physiologic external environment of the client consists of air, water, food, and conditions of living. When these environments fail to promote health and wellness, the role of the nurse is to achieve safety for the person or group.
**Sociologic**- The sociologic environment of the person consists of the sociocultural dimensions of health and wellness. Emphasis is placed upon the person’s culture, habits, spirituality, ethnic group, and vocation. The forces of the political and economic environment are contemplated in promoting health and wellness. When applicable, influence is utilized to enhance the environment for the evolution of the person or group.
South Georgia State College
School of Nursing

Apply to South Georgia State College and Complete All Requirements.
Submit Official Transcripts From All Schools Attended

Complete the South Georgia State College School of Nursing Application
October 1 – January 15 LPN-RN Bridge
October 1 - February 15 ASN
October 1 – April 15 RN-BSN
Submit Official Transcripts From All Schools Attended
Submit Official SAT or ACT Scores
Exit All Learning Support Courses

Applicants will be notified of Receipt of Application and will schedule the HESI A2 Exam through the Elsevier Website and complete the Exam at a Prometric Testing Center.
SGSC Department ID: 199898
Score a minimum of 75 on Vocabulary, Grammar, Math and Reading. Also complete Critical Thinking (2 attempts during application period)
NOT REQUIRED for RN-BSN.

The SGSC SON Admissions Committee will review applications and rank applicants:
GPA, SAT or ACT scores, transcript grades and HESI A2 Scores on the Vocabulary, Grammar, Math, Reading and Critical Thinking.

The SGSC SON Admissions Committee will review applications and rank applicants:
GPA, SAT or ACT scores, transcript grades and HESI A2 Scores on the Vocabulary, Grammar, Math, Reading and Critical Thinking.
South Georgia State College
School of Nursing
Admissions Criterion

**Associate of Science in Nursing:**
The requirements for entry into the program are that the student must

- Submit an application for admission to SGSC.
- Submit an application to the School of SGSC Nursing
- Submit official Scholastic Assessment Test (SAT) or American College Test (ACT) scores
- Take the HESI A2 Exam (Please contact SGSC School of Nursing website for instruction and program code prior to taking the examination).
- Submit copies of all transcripts from institutions previously attended to the SGSC Enrollment Services Office as well as to the School of Nursing, and meet academic admissions criteria.
- Exit all learning support classes prior to enrolling in a nursing class.

- **Admission:** To be eligible to complete the nursing program in 2 years and be considered for admission, students must have a combined minimum verbal and math SAT score of 920 or minimum ACT composite score of 20. Prospective students without college work must have a minimum high school GPA of 2.0. A minimum cumulative GPA of 2.5 is required on all college work attempted. The non-traditional student with a GED and combined minimum verbal and math SAT of 920 or a minimum composite ACT score of 20 will be eligible to be considered for admission.

- **Alternative admission:** Alternative admission criteria will be evaluated for students’ whose combined verbal and math SAT falls below 920, ACT composite score is less than 20, or high school GPA is less than 2.0. Students may be considered for admission upon the completion of 21 semester hours of the required general education requirements for the School of Nursing. Eight of these hours must include BIOL 2210K and BIOL 2211K. A minimum college GPA of 2.5 is required to be considered for admission, and students must make grades of “C” or better in all required general education courses for the School of Nursing.

**Prerequisites for Admission to the LPN-RN Career Mobility Course:**
NURS 1104

- Meet the general admission requirements for South Georgia State College and the School of Nursing.
- Possess current unrestricted Georgia LPN license.
- Complete 27 semester hours of SGSC’s SON general education requirements before enrolling in Nursing 1104 effective summer 2008. Students must complete BIOL 2210K, BIOL 2211K, and PSYC 1101 which are included in the 27 hours. Completion of all general education courses is strongly advised before enrolling in Nursing 1104.

Adopted 10/26/92; Reviewed 01/02; Revised 8/02; Reviewed 8/03; Reviewed & revised 11/13/2006; Reviewed 1/2012, Revised 2/2013.
Cooperative Program with Wiregrass Georgia Technical College (WGTC): The general education component of the Practical Nursing program at WGTC may be taken at either WGTC or SGSC. When the general education component is taken at SGSC, the course work will be applied toward the Associate of Science in Nursing degree if a student bridges into the ASN program by successfully completing Nursing 1104 (Career Mobility for LPNs to RNs) at SGSC. The general education component at SGSC consists of 31 semester credit hours. All occupational courses and clinical for the practical nursing diploma will be taken at WGTC, and this diploma will be awarded from WGTC. Practical nursing students opting to complete their general education course work at SGSC must meet SGSC admissions requirements and complete any applicable Learning Support prerequisites.

After receiving a letter of tentative acceptance, the student must call and schedule an orientation to nursing meeting with the Administrative Assistant for the SON. Student will be required to submit additional paperwork including but not limited to:

- SGSC SON Health History and Physical Examination – Annually
- Proof of Health and Accident Insurance - Annually
- CPR: Adult, Child and Infant – Annually
- PPD or Past Positive PPD with follow-up per protocol - Annually
- Immunizations: MMR, Varicella, TDAP, Hepatitis B Vaccine or documentation of beginning the series of three injections. Students 18 years and younger must complete the Hepatitis B series. Students who elect not to have the injections must have a Hepatitis B titer.
- PSI Criminal Background Check and UDS – Annually
- Influenza Vaccine per clinical agencies every Fall Semester.

Bachelor of Science in Nursing: The RN-BSN program design allows the smooth transition from ASN to BSN. The requirements for entry into the program are that the student must:

- Meet SGSC’s admission requirements,
- Be licensed in Georgia as a Registered Nurse with no current public or private disciplinary actions by the end of the first semester of enrollment in the RN-BSN program, verified by state roster of RNs,
- Have a cumulative GPA of 2.5,
- Have successfully passed the PSI background check and drug screen,
- Have completed all required general education courses, and
- Have completed all courses with a grade of ‘C’ or better.

Students who do not meet eligibility requirements to be accepted into the nursing courses will need to complete the following requirements prior to acceptance into the RN-BSN Completion Program:

- Completion of validation testing will be required of all associate degree or diploma graduates who graduated from non-NLNAC accredited schools outside the state of Georgia, who graduated more than four years ago, and who have less than 1,000 clinical practice hours. Successful completion of the four subsets of the National League for Nursing (NLNAC-ACE II) competencies is required to validate current knowledge in the areas of Pediatrics, Obstetrics, Adult Health, and Psychiatric Nursing.
- Clinical competencies will be validated through psychomotor skills evaluation by BSN faculty. A list of selected skills and evaluation criteria will be provided to students prior to examination. Evaluation of psychomotor skills will occur prior to acceptance into the RN-BSN Completion Program.
Upon successful completion of examination and skills requirements and admission into the RN-BSN Completion Program, students will then follow the Progression, Dismissal, and Readmission standards applicable to all nursing students.

Applicants who graduated from a U.S. high school must meet the admission criteria for regular students. Applicants who graduated from a non-U.S. high school must meet the admission criteria for international students but will not be required to provide the financial documentation. All non-U.S. citizens are required to provide documentation of their immigration status to be considered for in-state tuition. Applicants whose first language is not English and whose language of instruction was not English throughout secondary school must meet the English proficiency requirement by submitting the results of the SAT I with a minimum verbal score of 430 (12 ACT) or the Test of English as a Foreign Language (TOEFL) with a minimum score of 523 (paperbased), 193 (computer-based), or 70 (internet-based). The TOEFL will be at the expense of the student and is a condition for program admission.

The CGFNS International Credentials Evaluation Service (CES) report will be used to analyze the credentials of multiple levels of nursing professionals who are educated outside of the United States and who wish to pursue licensure or academic admission in the United States. The CES report will be at the expense of the student and is a condition for program admission. The RN-BSN program embodies a coherent course of study. This new degree program is compatible with SGSC’s mission. In addition to the 60 credit-hours in core requirements (Core Area A-F), 32 hours of credit for previous ASN course work and acceptance into the institution’s Bachelor of Science in nursing degree program, 30 semester credits hours will be required for bachelor degree completion, totaling 122 semester credit hours. Please see Appendix B for the RN-BSN Program of Study.

After receiving a letter of tentative acceptance, the RN-BSN student must call and schedule an orientation to nursing meeting with the Administrative Assistant for the SON. Student will be required to submit additional paperwork including but not limited to:

- SGSC SON Health History and Physical Examination – Annually
- Proof of Health and Accident Insurance - Annually
- CPR: Adult, Child and Infant – Annually
- PPD or Past Positive PPD with follow-up per protocol - Annually
- Immunizations: MMR, Varicella, TDAP, Hepatitis B Vaccine or documentation of beginning the series of three injections. Students 18 years and younger must have the Hepatitis B series. Students who elect not to have the injections are required to have a Hepatitis B titer.
- PSI Criminal Background Check and UDS – Annually
- Influenza Vaccine per clinical agencies every Fall Semester.

Clinical Agencies: RN-BSN must meet complete clinical agency orientation in facilities where they will be completing preceptor learning experiences. RN-BSN students may complete their experiences in the facilities where they are employed.
Completion of the HESI A2 Exam with a score of 75 is required to be considered for admission to the LPN-RN bridge program or Associate Degree Nursing program. This score reflects a necessary reading, science, and math knowledge foundation to be successful in the Nursing program.


HESI A2 exam scores from other schools will not be accepted.

To be considered for admission to the ASN program, the exam may be taken a maximum of 2 times within the yearly application cycle. The student has two opportunities to score 75 or higher on each section. When considering applicants for admission to the ASN program the highest score in each category will be utilized. If a minimum score of 75 is not attained on the 2nd attempt, it is recommended the student explore other health care career opportunities at South Georgia State College.

Admission Assessment (A2) Content Information:

1. **Math**: 50-item exam. Focuses on math skills needed for health care fields, including basic addition, subtraction, multiplication, fractions, decimals, ratio and proportion, household measures, general math facts, etc. Time allotment: 50 minutes.

2. **Reading Comprehension**: 47-item exam. Provides reading scenarios in order to measure reading comprehension, identifying the main idea, finding meaning of words in context, passage comprehension, making logical inferences, etc. Time allotment: 60 minutes

3. **Vocabulary and General Knowledge**: 50-item exam. Contains vocabulary terms that are commonly used in both general English speaking settings and in health care fields. Time allotment: 50 minutes.

4. **Grammar**: 50-item exam. Contains basic grammar, including parts of speech, important terms and their uses, commonly occurring grammatical errors, etc. Time allotment: 50 minutes

5. **Critical Thinking**: 30-item assessment of critical thinking ability. This exam is a four-choice, multiple-choice test. All answers are correct; however, each choice reflects a different degree of critical thinking skills. The higher the score, the better the ability to think critically within the discipline of nursing.
A2 Learning Style/Personality Profile:

1. **Learning Styles**: 14-item assessment of preferred learning style. Time allotment: 15 minutes.

2. **Personality Style**: 15-item assessment of personality related to preferred learning style. Students receive a printout with study tips based on their learning style and personality profile. Time allotment: 15 minutes. Please see the SGSC SON website for information on registering for the HESI A2 Exam.

### MATH SCORING SUMMARY

**Description**: Math assessment indicates a student’s basic math skills at the eighth and ninth grade levels.

<table>
<thead>
<tr>
<th>SCORE</th>
<th>SCORE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excellent</strong></td>
<td>Students should be able to calculate all levels of medication administration problems.</td>
</tr>
<tr>
<td>90% to 100%</td>
<td></td>
</tr>
<tr>
<td><strong>Very Good</strong></td>
<td>Students should be able to calculate basic medication administration problems, and should seek some additional assistance to increase their math skills in order to be successful in calculating higher level calculations.</td>
</tr>
<tr>
<td>80% to 89%</td>
<td></td>
</tr>
<tr>
<td><strong>Satisfactory</strong></td>
<td>Students will require varying degrees of assistance to be successful with medication calculations.</td>
</tr>
<tr>
<td>79% to 75%</td>
<td></td>
</tr>
<tr>
<td><strong>Poor</strong></td>
<td>Students should seek additional assistance in a formalized math remediation program, either prior to entering a nursing program or in conjunction with beginning level courses.</td>
</tr>
<tr>
<td>74% or Below</td>
<td></td>
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</tbody>
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### READING COMPREHENSION SCORING SUMMARY

**Description**: Reading comprehension assessment indicates basic reading and comprehension skills at the eighth to ninth grade reading levels.

<table>
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<tr>
<th>SCORE</th>
<th>SCORE DESCRIPTION</th>
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<tbody>
<tr>
<td><strong>Excellent</strong></td>
<td>Students should be able to read and comprehend nursing textbook content.</td>
</tr>
<tr>
<td>90% to 100%</td>
<td></td>
</tr>
<tr>
<td><strong>Very Good</strong></td>
<td>Students should be successful in understanding most nursing textbook content though they may need to re-read more difficult material in order to grasp the full meaning of the material.</td>
</tr>
<tr>
<td>80% to 89%</td>
<td></td>
</tr>
<tr>
<td><strong>Satisfactory</strong></td>
<td>Students will have difficulty keeping up with the heavy reading assignments necessary for successful completion of a nursing program.</td>
</tr>
<tr>
<td>79% to 75%</td>
<td>(RN applicants)</td>
</tr>
<tr>
<td>(RN applicants)</td>
<td></td>
</tr>
</tbody>
</table>
**VOCABULARY AND GENERAL KNOWLEDGE SCORING SUMMARY**

**Description:** Vocabulary is viewed by some authors as the best measure of adult IQ. These questions are designed to assess vocabulary skills, general knowledge, and critical thinking skills as a means of determining the candidates' ability to succeed in a nursing education program.

<table>
<thead>
<tr>
<th>SCORE</th>
<th>SCORE DESCRIPTION</th>
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<tbody>
<tr>
<td><strong>Excellent</strong></td>
<td>A well-read individual whose vocabulary skills are at the tenth to the eleventh grade level. These students should be successful in reading and understanding nursing textbooks.</td>
</tr>
<tr>
<td>90% to 100%</td>
<td></td>
</tr>
<tr>
<td><strong>Very Good</strong></td>
<td>These students can be successful in nursing school but will need to carefully re-read those areas they do not understand and look up words they do not know the meaning of in an effort to increase their vocabulary skills.</td>
</tr>
<tr>
<td>80% to 89%</td>
<td></td>
</tr>
<tr>
<td><strong>Satisfactory</strong></td>
<td>Keeping up with reading assignments may be more arduous for those students scoring at this level and additional tutoring may be indicated.</td>
</tr>
<tr>
<td>79% to 75%</td>
<td></td>
</tr>
<tr>
<td><strong>Poor</strong></td>
<td>Students should seek additional assistance in a formalized reading and vocabulary enhancement program prior to entering the nursing program or in conjunction with beginning level courses.</td>
</tr>
<tr>
<td>74% or Below</td>
<td></td>
</tr>
</tbody>
</table>

**GRAMMAR SCORING SUMMARY**

**Description:** Grammar assessment indicates basic grammar skills at an eighth to ninth grade reading levels.

<table>
<thead>
<tr>
<th>SCORE</th>
<th>SCORE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excellent</strong></td>
<td>Students should be able to complete written assignments with no difficulty in terms of writing grammatically correct assignments. Should be able to read and comprehend most nursing textbooks.</td>
</tr>
<tr>
<td>90% to 100%</td>
<td></td>
</tr>
<tr>
<td><strong>Very Good</strong></td>
<td>Students should be able to complete written assignments in terms of writing grammatically correct assignments. However, written assignments may need to be reviewed by a knowledgeable person prior to submitting them for grading.</td>
</tr>
<tr>
<td>80% to 89%</td>
<td></td>
</tr>
<tr>
<td><strong>Satisfactory</strong></td>
<td>Students will have difficulty with grammar when completing written assignments and when speaking to clients, teachers, etc. Obtaining outside assistance in English/Grammar will probably be helpful.</td>
</tr>
<tr>
<td>79% to 75%</td>
<td></td>
</tr>
<tr>
<td><strong>Poor</strong></td>
<td>Enrolling in an English/Grammar remediation program prior to entering nursing school is likely to be required in order to be successful in a nursing program.</td>
</tr>
<tr>
<td>74% or Below</td>
<td></td>
</tr>
</tbody>
</table>

**CRITICAL THINKING SCORING SUMMARY**

**Description:** All answers are correct; however, each choice reflects a different degree of critical thinking skills.

<table>
<thead>
<tr>
<th>SCORE</th>
<th>SCORE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excellent</strong></td>
<td>The higher the score, the better the ability to think critically within the discipline of nursing.</td>
</tr>
<tr>
<td>0% to 1000%</td>
<td></td>
</tr>
</tbody>
</table>
South Georgia State College  
School of Nursing  
General Policies

**Science/General Education Performance Requirements:** A minimum grade of “C” is required in all science courses included in the curriculum for nursing. A student who makes less than a “C” in more than one required science course will not be eligible for admission to or progression in the nursing program. Grades of less than “C” in the required science courses taken at another regionally-accredited institution will be considered the same as if taken at South Georgia State College. Academic renewal does not apply to grades less than “C” in required science courses. A & P I and A & P II must have been completed within the previous five years for admission into the nursing program. A minimum grade of “C” is required in all general education courses required for the nursing major.

**Clinical Experience:** Students in nursing obtain clinical experience in the campus skills laboratory and selected community clinical facilities. The student must assume responsibility for travel to clinical agencies. Students will provide care to assigned clients regardless of diagnosis, age, sex, race, creed, sexual orientation, or ethnic origin.

**First Level Academic Standards in Nursing Courses:** A minimum grade of “C” (75) is required in each nursing course.

**Second Level Academic Standards in Nursing Courses:** A minimum grade of “C” (75) is required in each nursing course. In order to begin second-level nursing courses, students must have completed PSYC 2103 and BIOL 2210K, 2211K, and 2215K with a minimum grade of “C” in each course. The student must also have a minimum cumulative grade point average of 2.0 in order to enter second-level nursing courses. All required general education courses must be completed prior to or must be completed during the final semester of nursing. If students withdraw from remaining general education courses during the final semester of nursing, they must also withdraw from all nursing courses.

**RN-BSN Academic Standards in Nursing Courses:** Students must successfully complete all courses required in the degree program. They must attain 122 semester credits for the RN-BSN program, achieve a cumulative GPA of at least 2.5 (on a 4.0 scale) required for graduation, earn a GPA of 2.75 or higher in major courses, with no grade lower than a C, complete at least 30 program credits in residency at the school, and meet all other School graduation policies.

**Recurrent Enrollment in ASN & RN-BSN Nursing Programs:** Students who make less than a “C” (75) in any two nursing courses, including a repeated course, will not be allowed to continue in the nursing program. Students repeating a nursing course must complete it at SGSC. Academic renewal does not apply to grades of less than “C” in nursing courses or required science courses. A student who withdraws/makes a “D” or “F” in a nursing course must complete a Reentry Request Form and submit to the Dean of the SON. Students will be evaluated for reentry and will only be readmitted on a space available basis.
Transfer of Nursing Courses: Students transferring from another nursing program must be in good standing with that program. Grades of “D” or lower earned in nursing courses taken at another institution will be considered the same as if taken at SGSC. Students transferring to the SGSC nursing program must be able to complete the program of study within 36 months of the time the student began a nursing program. The 36-month limit will include the transfer student’s initial enrollment in a nursing program until completion at SGSC. This policy reflects the policy for beginning nursing students at SGSC.

Program Readmission: Students who do not complete their course of study in 24 months (NURS 1104) or 36 months (NURS 1100) as dictated by their entry course may apply for admission to NURS 1100 and may be admitted on a space available basis. Students who are unsuccessful in Nursing 1100 or Nursing 1104 or do not complete their course of study in 24 months (NURS 1104) or 36 months (NURS 1100) as dictated by their entry course may apply for admission to Nursing 1100 and will be considered on a space available basis. Students who are readmitted to NURS 1100 have 36 months to complete the program beginning with the semester they are readmitted. Students who make a “D” or “F” in Nursing 1104 are ineligible to be considered for readmission to the bridge program.

Auditing Nursing Courses: Students may, with the approval of the Dean of the SON and the course coordinator, audit nursing courses; however, students who audit nursing courses are not allowed to participate in clinical lab activities. Fees for auditors are the same as those for students registered for credit.

Program Completion:
ASN Once a student begins nursing courses; he/she has a maximum of 36 months to complete the program. Once a student begins Nursing 1104 (Career Mobility for LPNs to RNs), he/she has a maximum of 24 months to complete the program of study. The College reserves the right to certify that courses presented for program completion are current. Students may be required to retake courses to update their skills and/or their knowledge in the field. Additional NCLEX review may be required before program completion.

RN-BSN Students must successfully complete all courses required in the degree program. They must attain 122 semester credits for the RN-BSN program, achieve a cumulative GPA of at least 2.5 (on a 4.0 scale) required for graduation, earn a GPA of 2.75 or higher in major courses, with no grade lower than a C, complete at least 30 program credits in residency at the school, and meet all other School graduation policies.

Advanced Placement in RN-BSN Nursing: Advanced placement is possible for persons who have had prior education in a program leading to licensure as a registered nurse. A comprehensive examination or examinations may be required for a student attempting advanced placement. If a student fails an exemption examination, he/she may take the course when offered. Transferring from other nursing programs is possible from colleges that are NLNAC accredited or AACN approved and will be evaluated on a case by case basis by the Dean of the School of Nursing. Transfer students must meet admission requirements for SGSC and the SON. Students interested in further details should contact the SON.

My signature acknowledges that I will abide by the South Georgia State College School of Nursing General Policies.
Signature: ___________________________ Date: ___________________________
SGSC Nursing Program Delivery
The SGSC SON offers all ASN courses on the Douglas and Waycross locations. The LPN-RN Bridge Course (NURS 1104) is offered on Douglas and Waycross each Summer Semester on a rotation basis. The SGSC SON offers the RN-BSN program in a Hybrid format on the SGSC Douglas campus. Students are required to meet on the campus periodically each semester.

Expenses for the School of Nursing: In addition to general college tuition, fees and expenses, nursing students will need to: (expenses are subject to change):

- Carry Personal Health Insurance (prices vary)
- Carry professional liability insurance $15.00 per year (assessed in SGSC fees). This insurance is only applicable while participating in clinical experiences as assigned by SGSC nursing faculty.
- Provide travel to and from the clinical area.
- Purchase royal blue scrub pants and solid white scrub top with SGC nursing patch on the left shoulder.
- Pay nursing supply fee for each nursing course: $15.00 (assessed in SGSC fees).
- Register and Pay for the Evolve HESI test and remediation package: $504.00 the first week of each semester during the drop/ add period.
  The LPN-RN Bridge will pay $168.00 for three semesters
  The Generic ASN will pay $126 for four semesters.
- Skills Laboratory Kits – Must be purchased in the bookstore for skills labs. Approx. $160.00
- Textbooks: Students are required to purchase textbooks and online learning module access codes as appropriate per course.
- Pay SGSC Graduation Fee : $40
- RN Licensure: Approximately $380.00
  Upon successful completion and graduation students will:
  Apply to the Georgia Board of Nursing for licensure
  Apply to Cogent – Background and Fingerprinting
  Apply to Pearson-Vue for the NCLEX-RN Testing

Signature: ______________________________ Date: ______________________

Policy on Client Care: The SGSC SON's policy on caring for patients/clients is consistent with the Georgia Board of Nursing Standards of Practice on caring for all patients/clients. The Standards of Practice states, "The registered nurse shall:

(1) Respect the dignity and rights of the patient/client regardless of socioeconomic status, personal attributes or nature of health problems,
(2) maintain each patient's/client's right to privacy by protecting confidential information unless obligated by law, to disclose the information,
(3) provide nursing care without discrimination on the basis of diagnosis, age, sex, race, creed or color."

Students will comply with HIPAA at clinical facilities and no confidential information may be duplicated.

Signature: ______________________________ Date: ______________________

Source: Rules of Georgia Board of Nursing, Recommended by Policy Committee 10/20/92; Adopted 10/26/92; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/06; Reviewed 1/2009
**Policy Regarding Disabilities:** The Rehabilitation Act of 1973 states that the term disability means, "with respect to an individual,
(1) a physical or mental impairment that substantially limits one or more of the major life activities of such individual,
(2) a record of such an impairment, or
(3) being regarded as having such an impairment. Major life activities include such functions as talking, walking, performing manual tasks, hearing, caring for oneself, and working."
The SGSC SON accepts applications from all students without regard to disabilities. However, applicants will be evaluated on an individual basis regarding reasonable accommodations to the classroom and ability to perform safely in the clinical setting.
*(See Appendix F Performance Standards)*

Signature: ___________________________ Date: ___________________________

Recommended by Policy Committee 10/20/92; Adopted 10/26/92; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009

**Access Statement**
If you have a disability and require reasonable classroom accommodations, please see me after class or make an appointment during office hours. If you plan to request accommodations for a disability, please register with the Ms. Annette Nation, Disability Services Coordinator, SGSC Douglas and Waycross Campuses, in Room 118, Powell Hall, phone number 912-260-4435. Also, if you find that any content in this course is inaccessible because of your disability, please contact me as soon as possible.

Signature: ___________________________ Date: ___________________________

Reviewed 8/2013
NURS 1100 and NURS 1101 Refund Policy:
I understand enrollment in my first semester of nursing at SGSC will require me to register and pay for two separate courses. These are Introduction to Nursing (NURS 1100) and Fundamentals of Nursing (NURS 1101). Successful completion of Introduction to Nursing (NURS 1100) is required to advance to Fundamentals of Nursing (NURS1101).

I understand a failure in Introduction to Nursing (NURS1100) will result in withdrawal from Fundamentals of Nursing (NURS1101). Refunds will be given according to the South Georgia State College Policy and apply only to student who withdraw from NURS 1100 prior to the midterm date specified for the course and withdrawal from all other general education courses prior to the midterm date specified for those courses.

I understand that I am due no refund for my textbooks after the drop add period ends for Fall Semester. I understand that a total withdrawal is not possible if I complete NURS 1100. If I choose to complete NURS1100, I further understand that I am due no refund.

Signature: ____________________________________ Date: ____________________

Attendance Policies
Classroom: The student is expected to attend classes. Students who are absent for 15 percent of class time may be called before a faculty panel. The registrar may be sent an Administrative Withdrawal form when students are absent for 20 percent of class time. The student should notify the administrative assistant and nursing instructor at (912) 260-4358 (Douglas), 449-7451 or (912) 449-7450 (Waycross) and via email when class will be unavoidably missed. In the event of inclement weather, please check the SGSC website for information related to postponing opening or school closure.

Signature: _________________________________ Date: ______________________

Grading Policy:
The grading policy for the School of Nursing is as follows:
90-100 = A
80-89 = B
75-79 = C
65-74 = D
Below 65 = F
(Grades will not be rounded to the next whole number and will not be given via telephone or e-mail.)

Signature: _________________________________ Date: ______________________
Adopted 2/3/86; Reviewed 01/02; Revised 4/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009

Children in the Classroom, Campus, and Clinical Facilities: Children are not allowed in classrooms, labs or clinical facilities during class/clinical time. Children may not be left in the library while the parent is in class. When children are on campus for any reason, they must be supervised by an adult.

Signature: _________________________________ Date: ______________________
Policy on Missed Exams: All students are expected to take ALL unit exams. For students who have missed unit exams, there will be a make-up exam scheduled after the last unit exam and before the final. The make-up exam may vary in form, and may include, but is not limited to, discussion questions, short answer, fill in the blank, multiple choice, case studies, etc. If you know you will be absent on a scheduled exam day, you have the option of taking the exam early or of taking the make-up exam. No more than one (1) unit exam may be missed per course. Other missed unit exams will be assigned a grade of “0”. If a student misses the final exam, a written appeal may be made to the Dean of the SON. A faculty panel will be appointed to determine if the student may make up the final exam. All requirements of the course must be met in order to receive a passing grade and to progress in the program.

Signature: ____________________________ Date: ____________________________

Effective January 1, 1993; Adopted 11/6/92; Reviewed 1/02; Reviewed 8/03; Revised 3/06; Reviewed 11/13/2006; Reviewed 1/2009; Revised 4/2010

Code of Conduct: The SGSC SoN complies with the SGSC Code of Conduct policies. The SGSC Student Handbook which includes the Code of Conduct and adjudication process may be found on the SGSC website. I agree to comply with the SGSC Code of Conduct and will review the policy.

Signature: ____________________________ Date: ____________________________

2/2013

Communication Devices: The purpose of this policy is to ensure an environment that is conducive to learning. Communication devices such as but not limited to laptops, recording devices, Beepers, IPODs, Iphones, cell phones, MP3 players and personal data assistants (PDA) are prohibited in the classroom and clinical facilities. Communication devices are a source of disruption to the Professors and Students (please refer to the Code of Conduct Policy in the SGSC Student Handbook). Communication devices must be turned off or set to silent alert feature during class, seminar, lab and clinical. If a communication device disrupts the class (example: cell phone rings), the Professor may ask the student to leave for the remainder of the day. At the discretion of the clinical instructor, students may be allowed to bring cell phones to clinical but they must be stored in the break room/conference room. SGSC and the clinical facilities are not responsible for lost articles. Students are prohibited from recording and taking pictures in the classroom, campus lab, and all clinical agencies. All classroom and clinical information must be kept confidential. Students cannot post any classroom or clinical information on social networks, email, or any other electronic source (See social media policy). Failure to comply with this requirement will result in expulsion from the nursing program.

Signature: ____________________________ Date: ____________________________

Adopted 5/2010
**Confidentiality/HIPAA:** In accordance with the Official Code of Georgia, every patient’s right to confidential treatment must be protected. The nursing student must keep in confidence all knowledge about any client. Personally identifying information is any information which is readily used to identify a particular patient including, but not limited to: name, address, Social Security number, physical description, names of family members and photographs, disease processes, prognosis, and financial and/or insurance status. Discussion of confidential information about a client other than in classrooms and clinical conferences or with other members of the health team in inappropriate settings is a serious breach of ethics and is grounds for dismissal. The student may also be subject civil and/or criminal liability. Students are required to complete the HIPAA orientation. Students are not allowed to duplicate or capture any medical record information in clinical agencies.

Signature: ____________________________ Date: ______________________

**Student Employment Policy:** Unlicensed students shall be employed only as unlicensed nursing personnel (unlicensed assistive personnel, multi-skilled workers, patient care techs, etc.). Students are encouraged to review the Georgia Board of Nursing Delegation Tree to determine appropriate task assignments. [http://www.sos.state.ga.us/plb/rn/decision_tree.htm](http://www.sos.state.ga.us/plb/rn/decision_tree.htm)

They shall not represent themselves or practice as nursing students except as part of a learning activity in a practice setting which is integral to the South Georgia State College nursing curriculum. Upon graduation students may not be employed as a graduate nurse or perform duties as a registered nurse until licensure has been granted. Such employment may be determined by the Georgia Board of Nursing as unlicensed practice.

Signature: __________________________________ Date: ______________________

1/98; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009

**Simulation Laboratory Learning Experiences:**
Simulation training allows nursing students to learn and practice how to act and react in a real-life patient encounter and not just in the classroom. Simulation in teams is a chance for you to make your mistakes in a safe environment, improve communication, and develop critical thinking skills.

It is important to understand that, in order to maximize the benefits of the simulation for you and your fellow students, you must enter into the spirit of simulation and act as if the patient simulator were a real patient. “Believing” the simulation will make it a much better learning experience.

Confidentiality and HIPAA: All patient encounters in the simulation lab are to be treated with the same standards as in the hospital setting. All patient information is subject to HIPAA policies. Students are not to discuss any patient information outside of the simulation laboratory experience. Clinical paperwork to be completed on the patient is to be kept confidential at all times. Any HIPAA violations on your patient are grounds for an unsatisfactory clinical experience as well as dismissal from the nursing program. I understand the above statements and will act in accordance. I understand that ALL simulated clinical experiences are subject to HIPAA policies and failure to abide by these policies can result in an unsatisfactory clinical experience and dismissal from the nursing program.

Signature: ____________________________ Date: ______________________

Rev2/2013
Clinical Agency Requirements

Clinical facilities utilized by SGSC SON require a background check and a drug screening prior to being accepted to do clinical in the agency. Based on the results of these screenings, the hospitals may choose to disallow a student to attend clinical. To complete the nursing curriculum, students must be able to attend clinical at these sites. Failure to do so would result in the inability of the student to complete the program of study. Students must meet all the facilities’ requirements including but not limited to the following:

Signature: ________________________________ Date: ____________________
1/2009

Required Clinical Agency Requirements

ASN Students: Please complete no earlier than July 15th and no later than August 1st of each year
LPN-RN Bridge Students: Please complete no earlier than April 15th and no later than May 1

- Health History and Physical Examination on the SGSC Form – Annually
- PPD or Past Positive PPD with follow-up per protocol - Annually
- Proof of Health and Accident Insurance - Annually
- CPR: Adult, Child and Infant (American Red Cross or American Heart Association) – Annually
- Immunizations: MMR, Varicella, TDAP, Hepatitis B Vaccine or documentation of beginning the series of three injections. Students 18 years and younger are required to have the Hepatitis B series. For students who elect not to have the Hepatitis B injections, a titer is required.
- PSI Criminal Background Check and UDS – Annually
  (No documentation is required for you to hand in. Clinical agencies will access online.)
- Additionally: Influenza Vaccine per clinical agencies every Fall Semester.

I understand the clinical agency requirements and will comply completion of these by the assigned due dates.

Signature: ________________________________ Date: ____________________

Recommended by Policy Committee 10/20/92; Adopted 10/26/92; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009, Revised 2/2013
Clinical: All assigned clinical laboratory hours on campus and/or within community health settings must be completed to receive a passing grade for that course. Two clinical experiences graded unsatisfactory during a nursing course, regardless of when they occur in the semester, will result in a failure of the course with a grade of “F.” The clinical unit must be notified prior to the beginning of clinical if the student is late or unable to attend that clinical. The student may be either permitted to complete the clinical experience that day or required to make up that clinical on another day at the discretion of the clinical instructor. Make-up days will be scheduled at the beginning of the semester and/or at the convenience of instructor and agency. No more than the equivalent of 2 clinical requirements may be made up. If the clinical absence is not made up prior to the beginning of the following semester, the student will receive a grade of unsatisfactory for the clinical component, and the student will not be allowed to progress in the nursing series and/or graduate. A student wishing to appeal must do so in writing to the Dean of the SON within 5 working days of the absence. The Dean of the SON will consult with the instructor and course coordinator and then appoint a faculty panel if necessary.

Signature: ___________________________ Date: ______________________

Adopted 10/9/91; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009

Professional Attire in the Clinical Agencies:
Students will be permitted in the clinical agency only when the student’s attire is correct and complete. The instructor cannot grant students any special privileges. Uniforms must be worn in all clinical settings unless otherwise indicated. The uniform consists of:

- Royal blue scrub pants with white scrub top with SGSC emblem, or royal blue scrub dress with SGSC emblem. The SGCS uniform patch must be purchased from the bookstore. The patch is to be placed on the center of the left shoulder of the scrub top and lab coat. Use white thread to attach the patch. The uniform must be clean and wrinkle free.
- Shoes: white leather without writing.
- White socks/hose may be worn with pants. White hosiery with no runs must be worn with dress.
- A wristwatch with second hand is required
- Scissors, ballpoint pen with black ink, and a stethoscope.
- The SGSC student name tags and/or agency name tags must be worn on the left chest area during the time a student is in any clinical area representing SGSC. The appropriate agency badge must be worn in the corresponding agency.
- Hair: clean, neat and above the neckline. No bows or large hair ornaments. Beards and mustaches shall be short and neatly trimmed.
- No heavy make-up is to be worn.
- Fingernails: clean, smooth, and short and no fingernail polishes. No artificial nails are allowed.
- Jewelry: an engagement ring and/or wedding band. One set of post earrings may be worn in earlobes only; however, no large dangling earrings are allowed.
- Tattoos, Skin Decorations and Body Piercings (other than earrings): should not be visible while in the SGSC uniform and in the clinical agencies. Any student having a tattoo or other permanent skin decoration visible on the arm when wearing the uniform is to consult with faculty regarding wearing long sleeves. Any tattoos on the lower leg, ankle, or foot are to be covered by socks and/or pants.
- Smoking: Prohibited on the campuses of all clinical agencies.
- Avoid offensive breath and body odors (tobacco, perfume, alcohol, etc.)
- Parking is allowed only in the designated student parking areas at clinical agencies. The vehicles of students who park in patient or visitor parking may be towed at the owner’s expense.

Signature: ___________________________ Date: ______________________

Reviewed and revised 10/26/92; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009, Revised 2/2013
Mental Health Clinical

Conduct in the Mental Health Facilities - All students assigned to a mental health facility will be expected to adhere to the professional conduct as outlined for the conduct in the clinical agency.

Professional Attire in Mental Health Facilities - Attire in the mental health facilities has a profound effect on your clients. Your instructor will assist you in maintaining a professional atmosphere by utilizing the following guidelines:

- Dress clothes will be worn for each clinical. No jeans, shorts, skorts, tee shirts, no shirts or low cut tops or any tops with written messages or advertisements.
- No midriff tops are allowed. Well fitted slacks are appropriate; tight slacks are not.
- Ties, if worn, must be clip-on ties.
- Lab coats - Consult your instructor. However, in most cases they are not worn.
- Flat or low heel shoes are acceptable. No high heels, tennis shoes, thongs, or very open shoes, sandals.
- Neither scissors nor stethoscopes are needed.
- Name tags – please bring them to the facility, however, certain facilities may request that they be removed.
- For the student’s safety and respect for clients, instructors will have no choice but to dismiss students from the clinical area if the student’s attire is inappropriate. To avoid errors in judgment in this matter, students should ask their clinical instructor for clarification prior to arriving for their clinical assignment.
- Any student that comes to clinical wearing inappropriate attire will be required to wear an SGSC oxford shirt and black or khaki dress pants for all remaining mental health clinicals.

Signature: ______________________  Date: ____________________

9/94; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006; Reviewed 1/2009
Guidelines for Professional Behavior: The SGSC SON regards the following as guidelines for professional behavior. Faculty and students are expected to show professional behavior with or in front of clients, members of the health care team, and others in the professional environment (campus, hospital, clinic, office) including members of the administration faculty, staff, and fellow students.

Professional Attributes:

Displaying honesty and integrity
• Never misrepresents or falsifies information and/or actions
• Does not engage in unethical behavior
• Showing respect for client’s dignity and rights
• Makes appropriate attempts to establish rapport with clients or families
• Shows sensitivity to the clients’ or families’ feelings, needs, or wishes
• Demonstrates appropriate empathy
• Shows respect for client autonomy
• Maintains confidentiality of client information

Maintaining a professional demeanor
• Maintains professional demeanor even when stressed; not verbally hostile, abusive, dismissive or inappropriate anger
• Never expresses anger physically
• Accepts professionally accepted boundaries for client relationships
• Never uses his or her professional position to engage in romantic or sexual relationships with clients or members of their families; never misuses professional position for personal gain
• Conforms to policies governing behavior such as sexual harassment, consensual amorous relationships, hazing, use of alcohol/drugs (and any other existing policy of the school).
• Is not arrogant or insolent

Responding to supervision
• Accepts and incorporates feedback in a non-resistant and non-defensive manner
• Accepts responsibility for failure or errors

Demonstrating dependability and appropriate initiative
• Completes tasks in a timely fashion (papers, reports, examinations, appointments, documentation, patient care tasks)
• Does not need reminders about academic responsibilities, responsibilities to clients or to other health care professionals in order to complete them
• Arrives at designated clinical area on time, prepared for clinical
• Takes on appropriate responsibilities willingly (not resistant or defensive)
• Takes on appropriate client care activities
• Does not leave assigned clinical unit without approval of clinical instructor

Interacting with others members of the team
• Communicates with other members of the health care team in a timely manner
• Shows sensitivity to the needs, feelings, wishes of health care team members
• Relates and cooperates well with members of the health care team

Signature: ___________________________________ Date: ______________________
Revised 5/2008; Reviewed 1/2009
Repeating Nursing Courses:
Students who make less than a "C" (75) in any two nursing courses, including a repeated course in their program of study (ASN, RN-BSN), will not be allowed to continue in the nursing program. Students who make less than a "C" in a nursing course or who withdraw from a nursing course may be allowed to repeat that course at the next offering, subject to approval by the SON Admissions Committee. Students repeating a nursing course must complete a Readmission Request Form and will be required to meet with the course coordinator to develop a plan for remediation. This plan must be successfully completed by the end of the semester or the student will receive a grade of “I” (incomplete). Students who make less than a "C" (75) in NURS 1104 may apply for admission to NURS 1100. Students who make less than a “C” in NURS 1104 are ineligible to repeat this course.

Signature: __________________________ Date: ______________________
Adopted 10/5/79; Reviewed 8/03, Revised 11/05; Reviewed & revised 11/13/2006; Reviewed 1/2009

Faculty Panel: The purpose of the faculty panel is to hear student concerns. The student, Dean of the SON, and appropriate faculty member(s) are apprised of recommendations, decisions, and/or disciplinary action agreed upon by the faculty panel. A faculty panel is composed of faculty members appointed by the Dean of the School of Nursing but not including the Dean of the SON. The faculty members serving on the panel are not directly involved in the instruction of the student at the time of the incident.

Signature: __________________________ Date: ______________________
Reviewed 11/17/94; Revised 11/17/94; Approved 2/1/95; Reviewed 01/02; Reviewed 8/03; Reviewed 11/13/2006
### Appendix A

**South Georgia State College**  
**Associate of Science in Nursing &**  
**Associate of Science in Nursing LPN-RN Bridge Program**

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1101</td>
<td>3</td>
</tr>
<tr>
<td>*CISY 1100 (Non-Transferable Course) or any higher CISY course CISY 1105 (Transfer 3 hours)</td>
<td>1</td>
</tr>
<tr>
<td>Humanities Elective: ARTS 2205, ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112, MUSI 1100, THEA 1100, FREN 1001, or SPAN 1001</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2210K</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2211K</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2215K</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 1101</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2103</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1101</td>
<td>3</td>
</tr>
<tr>
<td>*POLS 1100 (Non-Transferable Course)</td>
<td>1</td>
</tr>
<tr>
<td>POLS 1101 and HIST 2111 or 2112 (for RN-BSN)</td>
<td>1</td>
</tr>
<tr>
<td>Physical Education: Choose PHED Course or HLTH Course</td>
<td>2</td>
</tr>
</tbody>
</table>

*CISY 1100 and POLS 1100 are 1 semester hour courses and will not transfer.*

### YEAR ONE (Hours)
- NURS 1100 (3) Fall (First 5 weeks)
- NURS 1101 (5) Fall (Remaining 10 weeks)
- NURS 1102 (5) Spring
- NURS 1103 (5) Spring
- **OR** Nursing 1104 LPN-RN Bridge Program (10) Summer

### YEAR TWO (Hours)
- NURS 2211 (10) Fall-Douglas, Spring-Waycross
- NURS 2213 (6) Spring-Waycross, Fall-Douglas
- NURS 2214 (6) Spring-Waycross, Fall-Douglas
- NURS 2215 (1) Fall-Douglas, Spring-Waycross

### TOTAL SEMESTER HOURS:
**ASN Program 72 hours OR 64 hours for the LPN-RN Bridge Program**

Applicants must apply to South Georgia State College Admissions and the School of Nursing  
Submit Official Transcripts for all colleges attended to SGSC Admissions and the School of Nursing  
Submit Official SAT or ACT Scores  
Have a minimum college Cumulative GPA of 2.5  
Complete the SGSC HESI A2 Admission Assessment Test through Evolve at Prometric Testing  
- Your HESI A2 scores must be accessible online to the SGSC School of Nursing by the applicable deadline.  
Nursing Applications will be accepted beginning October 1 of each year for the application cycle.  
LPN-RN Bridge Program Application Deadline is January 15  
ASN Program Application Deadline is February 15. All information including transcripts and SAT or ACT scores must be submitted to SGSC Admissions and the School of Nursing by the deadlines specified for the LPN-RN Bridge Program as well as the ASN Program.
## Appendix B

**South Georgia State College**

**RN-BSN Program of Study**

<table>
<thead>
<tr>
<th>AREA</th>
<th>COURSES</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Essential Skills&lt;br&gt;(9 Semester Hours)</td>
<td>ENGL 1101&lt;br&gt;ENGL 1102&lt;br&gt;MATH 1001 or 1111</td>
</tr>
<tr>
<td>B</td>
<td>Institutional Options&lt;br&gt;(4 Semester Hours)</td>
<td>CISY 1100 or any higher CISY course&lt;br&gt;COMM 1110</td>
</tr>
<tr>
<td>C</td>
<td>Humanities/Fine Arts&lt;br&gt;(6 Semester Hours)</td>
<td>ENGL 2111, 2112; HUMN 2111 or 2112&lt;br&gt;Humanities Elective: ARTS 2205&lt;br&gt;ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; THEA 1100, FREN 1001, or SPAN 1001</td>
</tr>
<tr>
<td>D</td>
<td>Science, Mathematics, Technology&lt;br&gt;(11 Semester Hours)</td>
<td>BIOL 2107K/2108K OR CHEM1211K/1212K&lt;br&gt;MATH 2280</td>
</tr>
<tr>
<td>E</td>
<td>Social Sciences&lt;br&gt;(12 Semester Hours)</td>
<td>HIST 2111 or 2112&lt;br&gt;POLS 1101&lt;br&gt;PSYC 1101&lt;br&gt;SOCI 1101</td>
</tr>
<tr>
<td>F</td>
<td>Courses Related to the Program of Study&lt;br&gt;(18 Semester Hours)</td>
<td>BIOL 2210K&lt;br&gt;BIOL 2211K&lt;br&gt;BIOL 2215K&lt;br&gt;PSYC 2103&lt;br&gt;PSYC 2101, 2201, or SOCI 1160 or 2293</td>
</tr>
</tbody>
</table>

### Completion of the USG Core Curriculum or Transferred

Completion of the USG Core Curriculum or Transferred: 60

### ASN Course Work

Held in escrow until student successfully completes 6 semester hours of RN-BSN credit at SGSC.

NURS 1101, NURS 1102, NURS 1103 OR NURS1104 & NURS 2211 NURS 2213 NURS 2214: 32

### RN-BSN Major Required Courses

NURS 3104 (3) – Fall
NURS 3105 (3) – Fall
NURS 3106 (3) – Spring
NURS 4107 (3) – Summer
NURS 4108 (6) – Spring
NURS 4109 (6) – Summer
NURS 4110 (3) – Spring
NURS 4111 (3) – Fall: 30

**TOTAL SEMESTER HOURS**: 122

Applicants must apply to South Georgia State College Admissions and the School of Nursing.
Submit Official Transcripts for all colleges attended to SGSC Admissions and the School of Nursing.
Submit Official SAT or ACT Scores.
Have a minimum college Cumulative GPA of 2.5.
Nursing Applications will be accepted October 1 of each year for the admission cycle.
The HESI A2 Exam is NOT required.
Appendix C
South Georgia State College – School of Nursing
Authorization for Release of Records and Information

TO: The Board of Regents of the University System of Georgia or any of its member Institutions (hereinafter referred to as the “Institution”), and any Facility where I participate in or request to participate in an applied learning experience, including but not limited to any Georgia Hospital Association member Facility (hereinafter referred to as the “Facility”)

RE: ____________________________________________________

(Print name of student)

As a condition of my participation in an applied learning experience and with respect thereto, I grant my permission and authorize The Board of Regents of the University System of Georgia or any of its member institutions to release my educational records and information in its possession, as deemed appropriate and necessary by the Institution, including but not limited to academic record and health information to any Facility where I participate in or request to participate in an applied learning experience, including but not limited to any Georgia Hospital Association member Facility (hereinafter referred to as the “Facility”). I further authorize the release of any information relative to my health to the Facility for purposes of verifying the information provided by me and determining my ability to perform my assignments in the applied learning experience. I also grant my permission to and authorize the Facility to release the above information to the Institution. The purpose of this release and disclosure is to allow the Facility and the Institution to exchange information about my medical history and about my performance in an applied learning experience.

I further understand that I may revoke this authorization at any time by providing written notice to the above stated person(s)/entities, except to the extent of any action(s) that has already been taken in accordance with this “Authorization for Release of Records and Information”.

I further agree that this authorization will be valid throughout my participation in the applied learning experience. I further request that you do not disclose any information to any other person or entity without prior written authority from me to do so, unless disclosure is authorized or required by law. I understand that this authorization shall continue in force until revoked by me by providing written notice to the Institution and the Facility, except to the extent of any action(s) that has already been taken in accordance with this “Authorization for Release of Records and Information.” In order to protect my privacy rights and interests, other than those specifically released above, I may elect to not have a witness to my signature below. However, if there is no witness to my signature below, I hereby waive and forfeit any right I might have to contest this release on the basis that there is no witness to my signature below. Further, a copy or facsimile of this “Authorization for Release of Records and Information” may be accepted in lieu of the original.

I have read, or have had read to me, the above statements, and understand them as they apply to me. I hereby certify that I am eighteen (18) years of age or older, or my parent or guardian has signed below; that I am legally competent to execute this “Authorization for Release of Records and Information”; and that I of my parent and/or guardian, have read carefully and understand the above “Authorization for Release of Records and Information”; and that I have freely and voluntarily signed this “Authorization for Release of Records and Information.”

Signature: ___________________________________________ Date: ____________________________
Appendix D

South Georgia State College - School of Nursing

Student Applied Learning Experience Agreement

In consideration for participating in an applied learning experience (hereinafter referred to as the “A.L.E.”, at any Georgia Hospital Association member Facility or any other Facility where I may participate in such an A.L.E. (Hereinafter referred to as the “Facility”, I hereby agree to the following:

1. To follow the administrative policies, standards and practices of the Facility when in the Facility.
2. To report to the Facility on time and to follow all established regulations of the Facility.
3. To keep in confidence all medical, health, financial, and social information (including mental health) pertaining to particular clients or patients.
4. To not publish any material related to my A.L.E. that identifies or uses the name of the Institution, the Board of Regents of the University System of Georgia, the Georgia Hospital Association, the Facility or its members, clients, students, faculty or staff, directly or indirectly, unless I have received written permission from the Institution, the Board of Regents of the University System of Georgia, the Georgia Hospital Association and the Facility. However, the Facility hereby grants to the Institution the right to publish Institution administrative materials such as catalogs, course syllabi, A.L.E. reports, etc. that identify or uses the name of the Georgia Hospital Association, the Facility or its members, staff, directly or indirectly.
5. To comply with all federal, state and local laws regarding the use, possession, manufacture or distribution of alcohol and controlled substances.
7. To arrange for and be solely responsible for my living accommodations while at the Facility.
8. To provide the necessary and appropriate uniforms and supplies required where not provided by the Facility.
9. To wear a name tag that clearly identifies me as a student.

Further, I understand and agree, unless otherwise agreed to in writing, that I will not receive any monetary compensation from the Board of Regents of the University System of Georgia, the Institution or the Facility for any services I provide to the Facility or its clients, students, faculty or staff as a part of my A.L.E. Unless otherwise agreed upon in writing, I also understand and agree that I shall not be deemed to be employed by or an agent or a servant of the Institution, the Regents or the Facility; that the Institution, Regents and Facility assumes no responsibilities as to me as may be imposed upon an employer under any law, regulation or ordinance; that I am not entitled to any benefits available to employees; and, therefore, I agree not to in any way to hold myself out as an employee of the Institution, the Regents or the Facility.

I understand and agree that I may be immediately withdrawn from the A.L.E. based upon a lack of competency on my part, my failure to comply with the rules and policies of the Institution or Facility, if I pose a direct threat to the health or safety of others or, for any other reason the Institution or the Facility reasonably believes that it is not in the best interest of the Institution, the Facility or the Facility’s patients or clients for me to continue. Such party shall provide the other party and the student with immediate notice of the withdrawal and written reasons for the withdrawal. I understand and agree to show proof of professional liability insurance in amounts satisfactory to the Facility and the Institution, and covering my activities at the Facility, and to provide evidence of such insurance upon request of the Facility. I further understand that all medical or health care (emergency or otherwise) that I receive at the Facility will be my sole responsibility and expense.

I have read, or have had read to me, the above statements, and understand them as they apply to me. I hereby certify that I am eighteen (18) years of age or older, or my parent or guardian has signed below; that I am legally competent to execute this Applied Learning Agreement, and that I, or my parent and/or guardian, have read carefully and understand the above Applied Learning Experience Agreement; and that I have freely and voluntarily signed this “Applied Learning Experience Agreement.”

Signature: ___________________________ Date: ___________________________
Appendix E
South Georgia State College - School of Nursing
Notice to All Persons Participating in Clinical
Assumption of Risk
(Read carefully before signing)

I acknowledge that I am solely responsible for any hospital or other costs arising out of any bodily injury or property damage sustained through my participation in clinical activities.

RELEASE, WAIVER OF LIABILITY AND COVENANT NOT TO SUE

The undersigned hereby acknowledges that participation in activities related to clinical experiences in any agency involves a potential risk of physical injury and assumes all such risks. The undersigned hereby agrees that for the sole consideration of South Georgia State College allowing the undersigned to participate in programs or activities, the undersigned participant does hereby waive liability, release and forever discharge the Institution, Board of Regents of the University System of Georgia, and the clinical agency, its members individually, and its officers, agents and employees of and from any and all claims, demands, rights and causes of the action of whatever kind or nature, arising out of all known and unknown, foreseen and unforeseen bodily and personal injuries, damage to property, and the consequences thereof, including death, resulting from participation in or in any way connected with such activities.

I further covenant and agree that for the consideration stated above I will not sue the Institution, the Board of Regents of the University System of Georgia, the clinical agency, its members individually, its officers, agents, or employees for any claim for damages arising or growing out of my participation in clinical activities.

I understand that the acceptance of this release, waiver of liability and covenant not to sue the Institution or the Board of Regents of the University System of Georgia or any agent or employee thereof, shall not constitute a waiver, in whole or in part, of sovereign or official immunity by said Board, its members, officers, agents, and employees, or the clinical agency. Further, I understand that this release, waiver of liability, and covenant not to sue shall be effective during the entire period of my enrollment at the Institution.

I have received a copy of this document, which I have read and understand. I accept and assume all risks, hazards and dangers involved in any such activities in which I may participate, including travel to and from the site of such activities. I certify that I am at least 18 years of age and suffering under no legal disabilities.

Signature: ___________________________ Date: ____________________
Appendix F
South Georgia State College - School of Nursing
Performance Standards for Admission to and Retention in
the Associate of Science in Nursing and RN-BSN Degree Programs

A candidate for the associate of science in nursing and RN-BSN degree programs must have abilities and skills of four varieties: Observation, communication, motor, and behavioral. Reasonable accommodations may be made on an individual basis as directed by the Disabilities Coordinator; however, a candidate is expected to perform in an independent manner. Please read the performance standards for admission and progression in the nursing program. Sign one copy and return to the SGSC SON. If you have concerns or needs, please comment in the provided space.

Motor Skills: Candidates should have sufficient motor function so that they are able to execute movements required to provide general care and treatment to clients in all health care settings. (For example: For the safety and protection of the clients, the candidate must be able to administer intravenous, intramuscular, subcutaneous and oral medications; apply pressure to stop bleeding; open obstructed airway; and provide patient/client daily hygiene care; perform basic life support, including CPR, and function in an emergency situation. The candidate must have the ability, to safely assist a client in moving, for example, from a chair to a bed, or from a wheelchair to a commode.)

Sensory/Observation: A candidate must be able to acquire the information presented through demonstrations and experiences in the basic and nursing sciences. He or she must be able to observe a client accurately, at a distance and close at hand, and observe and appreciate non-verbal communications when performing nursing assessment, planning, intervention, and evaluation. The candidate must be capable of perceiving the signs of disease and infection as manifested through physical examination. Such information is derived from images of the body surfaces, palpable changes in various organs and tissues, and auditory information (client voice, heart tones, bowel and lung sounds).

Communication: The candidate must communicate effectively and sensitively with other students, faculty, staff, clients, family, and other professionals. He or she must express his or her ideas and feelings clearly and demonstrate a willingness and ability to give and receive feedback. A candidate must be able to: convey or exchange information at a level allowing development of a health history; identify problems presented; explain alternative solutions; and provide education. The candidate must be able to communicate effectively in oral and written forms. The candidate must be able to process and communicate information on the client’s status with accuracy in a timely manner to members of the health care team. The appropriate communication may also rely on the candidate’s ability to make a correct judgment in seeking supervision and consultation in a timely manner.

Cognitive: A candidate must be able to measure, calculate, reason, analyze, integrate and synthesize in the context of undergraduate nursing study. The candidate must be able to quickly read and comprehend extensive written material. He or she must also be able to evaluate and apply information and engage in critical thinking in the classroom and clinical setting.
Behavioral/Emotional: A candidate must possess the emotional health required for the full utilization of his or her intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of clients and families. In addition, s/he must be able to maintain mature, sensitive, and effective relationships with clients, students, family, staff and other professionals under all circumstances including highly stressful situations. The candidate must have the emotional stability to function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable ways. The candidate must be able to experience empathy for the situations and circumstances of others and effectively communicate that empathy. The candidate must know that his or her values, attitudes, beliefs, emotions, and experiences affect his or her perceptions and relationships with others. The candidate must be able and willing to examine and change his or her behavior when it interferes with productive individual or team relationships. The candidate must possess skills and experience necessary for effective and harmonious relationships in diverse academic and working environments.

Professional Conduct: Candidates must possess the ability to reason morally and practice nursing in an ethical manner. Candidates must be willing to learn and abide by professional standards of practice and the of South Georgia State College’s School of Nursing policies. S/he must possess attributes that include compassion, empathy, altruism, integrity, honesty, responsibility and tolerance. Candidates must be able to engage in client care delivery in all settings and be able to deliver care to all client populations including but not limited to children, adolescents, adults, developmentally disabled persons, medically compromised clients, and vulnerable adults.

Access Statement
If you have a disability and require reasonable classroom accommodations, please see me after class or make an appointment during office hours. If you plan to request accommodations for a disability, please register with the Ms. Annette Nation, Disability Services Coordinator, SGSC Douglas and Waycross Campuses, Room 118, Powell Hall, phone number 912-260-4435. Also, if you find that any content in this course is inaccessible because of your disability, please contact me as soon as possible.

I have read the Performance Standards for Nursing and attest that I am not aware of any condition and/or disability that would interfere with my ability to comply with each and every requirement outlined in the document. If any such condition should occur during my program enrollment, I agree to immediately bring my problem to the attention of the course coordinator and the Dean of the School of Nursing. Additional evaluation may be required.

Signature: ___________________________________ Date: ______________________

Appendix G
South Georgia State College - School of Nursing

Guidelines for the Management of Blood/Body Fluid Exposure

An exposure is defined as any of the following:

- Percutaneous inoculation (needle stick or sharp injury).
- Non-needle percutaneous exposure (open cuts and/or abrasions).
- Direct mucous membrane contact (accidental splash).
- Direct contact with large amounts of blood and body fluids without glove protection (hands frequently have small nicks or cuts, which act as a portal of entry for microorganisms).

In the event of an exposure to blood and body fluids, the student will report the incident immediately to the clinical instructor and notify the infection control nurse or authorized individual at the facility. The nursing student is required to follow the diagnostic testing and treatment program outlined by the clinical agency. The nursing student is responsible for the expenses associated with the testing and treatment. Therefore, health insurance is required of all nursing students.

Signature: _________________________________ Date: ______________________
5/2012, Revised 2/13

Financial Responsibility for Health Care

I assume responsibility for my own health care in the event of accident, illness, or exposure to communicable disease while in the clinical area as a nursing student of South Georgia State College. I will be responsible for any financial bills that might occur related to accidents, illness, or exposure to communicable disease while in the clinical area.

All students at South Georgia State College School of Nursing Program are required to carry health insurance while enrolled in a nursing course and turn in proof of insurance coverage. Students without current insurance coverage may obtain insurance through the University System of Georgia's Student Health Insurance Program. Macori, Inc., The Maksin Group and Pearce & Pearce, Inc.
http://www.studentinsurance.com/Schools/GA/SGC/?CollegeID=152

I have read and understand the Financial Responsibility for Health care. My signature is proof of my commitment to obtain and carry health insurance coverage throughout the nursing program.

Signature: _________________________________ Date: ______________________
5/06 Initiated; Reviewed 1/2009, Revised 2/2013
Appendix H
South Georgia State College - School of Nursing
Guidelines for Student Grievances

Nursing Students are expected to follow the chain of command in the School of Nursing.

Nursing Student
↓
Nursing Student
↓
Clinical/Nursing Instructor
↓
Course Coordinator
↓
Dean, School of Nursing
↓
Vice President of Academic Affairs

If a student has a grievance or an appeal that is related to a policy of the School of Nursing, the student must meet with a School of Nursing Faculty Panel which will be appointed in accordance with the School of Nursing policy.

Grade appeals must be made in accordance with the South Georgia State College Student Handbook. Please refer to the SGSC Student Handbook on the SGSC website.

Signature: _____________________________ Date: ______________________
Appendix I
South Georgia State College - School of Nursing
Drug and Alcohol Policy

Purpose: South Georgia State College School of Nursing Faculty requires nursing students to provide safe, effective and supportive client care. To achieve this goal, nursing students must be free of chemical impairment during participation in any part of the nursing program including classroom, campus lab, and clinical settings.

Nursing students should conduct themselves with the highest ethical and moral standards of the professional registered nurse. Nursing students have the responsibility to maintain the highest levels of personal and professional integrity and to show compassion, and respect for themselves, faculty, fellow students, clinical agency staff, and the clients who participate in their education.

SGSC Nursing Faculty defines the chemically impaired student as a person who, while in the academic or clinical setting, is under the influence of or has abused alcohol, illegal drugs, inhalants, synthetic designer drugs or misuse of prescribed legal therapeutic drugs and/or over-the-counter medications. Use of the above substances, which interfere with judgment and/or motor coordination, poses unacceptable risk for the student, their classmates, clients, nursing faculty, South Georgia State College and clinical agencies.

PSI Background screening and a drug screen are required prior to admission to the program and annually. Students are held to the same policy that applies to a clinical institution’s employees and volunteers as established by the Joint Commission on Accreditation of Hospitals. Graduates with a history of drug and alcohol abuse and/or a criminal record for the use, possession, distribution of and/or driving under the influence may not be allowed to receive licensure to practice as a Professional Registered Nurse in the state of Georgia. This decision rests with the Georgia Board of Nursing.

Procedure:
1. All nursing students will be required to submit to a drug screening on admission to the nursing program. The student will be responsible for all costs.
2. Students can be randomly selected for a drug screening during any semester while enrolled in the SON program. The student may also be randomly screened according to the policy of the institution where clinical takes place. The student will be responsible for all costs.
3. Refusal to submit to drug screening on body fluids will result in immediate termination from the SGSC School of Nursing Program.
4. A student who tests positive for any illegal drug, alcohol, or prescription drug will be notified by the assigned clinical agency. Appropriate referrals will be made for substance abuse counseling and treatment. The student will be responsible for all costs. If a student is not allowed into the clinical agency, they are unable to complete the program and will be dismissed from the program.

I have read and fully understand the Drug and Alcohol Policy for the Registered Nursing Program for South Georgia State College and the consequences for the use of alcohol and drugs while in the class room, lab or clinical setting.

Signature: ___________________________ Date: ______________________
Clinical agencies utilized for the nursing courses laboratory experiences require an annual background check, and drug screen for their employees, volunteers, and students. South Georgia State College has contracted with Professional Screening and Information (PSI) to provide the comprehensive background check and drug screen. PSI utilizes the Solstas Laboratory Partner in Douglas and Waycross to provide the urine drug screens. Students are given the PSI contact information and must complete the background check online and the urine drug screen annually. Students are responsible for payment of this service. For detailed instructions, please refer to the PSI brochure on the SGSC nursing web page.

Students who do not comply with the deadlines in completion of the PSI instructions and screenings are ineligible to attend clinical, therefore, ineligible to complete the nursing course(s). Noncompliance will result in administrative withdrawal from the nursing program.

Signature: ___________________________ Date: ___________________________

Adopted 1/25/2010, Revised 2/2013
## Appendix K

**SGSC School of Nursing**

### Overview of Assessment for the ASN Program

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Students will demonstrate understanding of general education and critical thinking</td>
<td>• Written papers and oral presentations</td>
</tr>
<tr>
<td>principles in evidence-based decision making to provide therapeutic Nursing care.</td>
<td>• Written examinations</td>
</tr>
<tr>
<td>2. Students will apply principles of responsibility and accountability for professional</td>
<td>• Patient care plans</td>
</tr>
<tr>
<td>Nursing roles.</td>
<td>• Simulated clinical examinations</td>
</tr>
<tr>
<td>3. Students will explore scholarly inquiry and analysis for decision making, critical</td>
<td>• Peer evaluations</td>
</tr>
<tr>
<td>reasoning, and creative thinking to improve Nursing practice thereby enhancing health</td>
<td>• Classroom projects (such as the community health assessment)</td>
</tr>
<tr>
<td>care outcomes.</td>
<td>• Clinical skills check offs for Physical assessment and basic skill mastery</td>
</tr>
<tr>
<td>4. Students will express caring, compassion, and empathy in all aspects of Nursing</td>
<td>• Clinical evaluation of student</td>
</tr>
<tr>
<td>practice.</td>
<td>• HESI case studies which show evidence of decision making, priority setting and delegation activities</td>
</tr>
<tr>
<td>5. Students will demonstrate collaboration in partnerships to promote, maintain, and</td>
<td>• Student self-evaluation</td>
</tr>
<tr>
<td>restore health.</td>
<td>• End of course classroom and clinical evaluation</td>
</tr>
<tr>
<td>6. Students will identify leadership principles in Nursing practice.</td>
<td></td>
</tr>
<tr>
<td>7. Students will practice utilizing health care information and technology in providing</td>
<td></td>
</tr>
<tr>
<td>Nursing care.</td>
<td></td>
</tr>
</tbody>
</table>


### Student Learning Outcomes

1. Students will interpret, construct and evaluate appropriate findings in evidence-based nursing practice.

2. Students will demonstrate, construct and develop effective ethical written and oral communication as members of an interdisciplinary healthcare team.

3. Students will apply, evaluate and create leadership concepts, skills and decision making in order to provide oversight and accountability for the delivery of safe, quality care in a variety of health settings.

4. Students will analyze and integrate reliable evidence from multiple perspectives to inform practice and make reasonable clinical judgments.

5. Students will apply and develop knowledge and skills in using patient care technologies, information systems and communication devices that support evidence-based nursing practice in a variety of health settings.

6. Students will demonstrate and analyze knowledge of healthcare policy, finance, and regulatory environments including local, state national and global health care trends.

7. Students will manage the direct and indirect care of individuals, families, groups, communities and populations to promote, maintain and restore health.

### Assessment Methods

- Research Concept Papers
- Threaded Discussion Posting
- Projects
- Research Article Analysis
- Evidence-Based Practice Guidelines
- *Clinical Evaluation Tool (CET)*
- Student Evaluation of Course/Instructor
- Administrator Evaluation of Faculty
- *when applicable*
Appendix M
South Georgia State College - School of Nursing
Readmission Request Form

1. I, ____________________________, am requesting readmission to the School of Nursing for NURS ____________________________ (course/s) ___________ semester.

2. I was last enrolled in the program during ________________ semester 20________.

3. My reason for leaving the program was:

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

4. I believe I should be readmitted due to the following reason(s):

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

5. Student repeating a nursing course will be required to meet with the course coordinator prior to the beginning of the semester the student is requesting reentry to develop a plan for remediation. This plan must be successfully completed by the end of the semester or the student will receive a grade of “I” (incomplete).

Name: ____________________________________________________________________

Address: __________________________________________________________________ City __________ State __________ Zip __________

Phone: _______________ E-mail: ____________________________________________________________________

Students will be evaluated for reentry and readmitted on a space available basis. Students requesting reentry must meet the same requirements for students currently in the program, (PSI background check, Health History, Physical Examination, Immunizations, etc.) and must be cleared prior to readmission into the nursing program.

_________________________________________ ____________________________
Student Signature Date
Appendix N
South Georgia State College - School of Nursing
Academic Honesty and Integrity Policy

The South Georgia State College School of Nursing (SON) seeks to educate members of the nursing profession who abide by the American Nurses Association ethical standards. The SON expects the highest standards of academic integrity. All students admitted to the nursing program will be expected to abide by the South Georgia State College Student Handbook Policies as well as the standards for the SON. It is the responsibility of all members of the SON to maintain an academic environment that promotes ethical behaviors, including academic honesty and integrity.

The performance of all academic work represents one’s own ideas and/or interpretations of the opinions of others. Acknowledgement of the work and efforts of others is at the core of academic integrity. Violation of this standard constitutes academic dishonesty. To support a learning environment that ensures academic honesty and integrity, the following guidelines and definitions are presented:

1. **Independent Work.** All work submitted in any course of the nursing program must be the student's independent work unless the faculty member has indicated that group work is acceptable. Unauthorized collaboration with another student creates an unfair advantage and will be considered cheating. Students may be asked to supply documentation supporting the independence of work. Documentation may be in the form of rough drafts, note cards, copies of reference material or any other material deemed appropriate by the faculty.

2. **Plagiarism.** Plagiarism is submitting material that either in part or whole is not entirely one's own work without attributing those same portions to their correct source. Plagiarism of another individual’s or group's work will be viewed as cheating. Faculty may use plagiarism detection programs to determine if plagiarism has occurred.

3. **Cheating.** Using unauthorized notes such as those taken during a test review or, from a systematic attempt to reconstruct a test that had been given, study aids, or information on an examination; altering a graded work after it has been returned, then resubmitting the same work; allowing another person to do one's work and submitting that work under one's own name; cut, copy and pasting discussion postings, submitting identical or similar papers for credit in more than one course.

4. **Fabrication.** The acts of falsifying or inventing any information, data or citation; presenting data that were not gathered in accordance with standard guidelines defining the appropriate methods for collecting or generating data; and, failing to include an accurate account of the method by which the data were gathered or collected.

5. **Unfair Advantage.** The acts of (a) stealing, reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; (b) stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; (c) unauthorized collaboration on an academic assignment; (d) retaining, possessing, using or circulating previously given examination materials, where those materials clearly indicate that they are to be returned to the instructor at the conclusion of the examination; (e) intentionally obstructing or interfering with another student's academic work, or (f) otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.
6. **Aiding and Abetting Academic Dishonesty.** The acts of (a) providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above; or, (b) providing false information in connection with any inquiry regarding academic integrity.

7. **Falsification of Records and Official Documents.** The acts of altering documents affecting academic records; forging signatures of authorization; or, falsifying information on an official academic document, grade report, letter of permission, petition, drop/add form, ID card, or any other official college documents.

8. **Unauthorized Access to Computerized Academic Testing.** The acts of viewing or altering computer materials, modifying computer programs or systems, releasing or dispensing information gained by others or otherwise storing material for retrieval is prohibited.

**Academic dishonesty includes, but is not limited to:**

1. Cheating on Exams
2. Copying from others.
3. Having or using notes, formulas or other information in a programmable calculator or other electronic device without explicit teacher review and permission.
4. Having or using a communication device such as a cell phone, pager, PDA, recorders or electronic translator to send or obtain unauthorized information.
5. Taking an exam for another student, or permitting someone else to take a test for you.
6. Asking another to give you improper assistance, including offering money or other benefits.
7. Asking for or accepting money or any other benefit in return for giving another improper assistance.
8. Providing or receiving information about all or part of an exam, including answers (e.g., telling someone in a subsequent period what was on your exam, or being told this information).
9. Having or using a "cheat sheet" (a piece of paper with answers, formulas, information, or notes of any kind) that is not specifically authorized by the teacher.
10. Working together on a take-home exam, unless specifically authorized by the teacher.
11. Gaining or providing unauthorized access to examination materials.

**Plagiarism in Papers and Assignments**

1. Giving or getting improper assistance on an assignment meant to be individual work.
2. Including in any assignment turned in for credit any materials not based on your own research and writing. This includes: using the services of a commercial term paper company, using the services of another student, copying part or all of another person’s paper and submitting it as your own for an assignment.
3. Failing to use quotation marks where appropriate.
4. Failing to properly acknowledge paraphrased materials via textual attribution, footnotes, endnotes and/or a bibliography.
5. Making up data for an experiment (“fudging data”).
6. Citing nonexistent sources (articles, books, etc.).
7. Misrepresenting your academic accomplishments, such as by tampering with computer records.
8. Deceiving a teacher or making up a false reason or excuse to get special consideration on an exam or an extension for an exam or paper.
9. Failing to promptly stop work on an exam when the time allocated has elapsed.
10. Forging a signature.
11. Acting as a provider of paper(s) for a student or students.
12. Submitting substantial portions of the same academic work for credit in more than one course without consulting both teachers (self-plagiarism).

As a student of South Georgia State College SON

“I commit to uphold the ethical principles of the American Nurses’ Association Code of Ethics for Nurses in the classroom, clinical area and during any activity or event associated with the SON. I commit to conduct myself in a manner that will uphold the essential nursing values and principles of altruism, equality, aesthetics, freedom, human dignity, justice, truth, and caring. I pledge to assume responsibility and accountability for all written assignments and verbal and written communications. I agree that I am responsible for the academic integrity of my work and will not misrepresent any work or receive unauthorized assistance. The work that I complete will be my own and any cited work by another author will be given proper credit. I know cheating and plagiarism are not tolerated, and I support consequences for participating in such activities. I pledge to uphold the Academic Honesty and Integrity Policy.”

I will report students who choose not to preserve the Honor Code of the SON. Failure to report a violation, in itself, is a violation of the Honor Code. Any student who reports an act of misconduct will be protected from repercussions and his/her confidentiality will be maintained within the guidelines of the Academic Integrity Policy.

I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others. I have received a copy of the policy on academic honesty, have read it and understand the implications and penalties for violations of said policies. The definitions of academic dishonesty have been reviewed with me, and I have had the opportunity to discuss any concerns or questions with a representative of the School and gain clarification.

I understand any violation shall be reported to the South Georgia State College Office of Student Success for review, investigation and adjudication. I also understand that violation of this policy may lead to course failure, probation, suspension and or permanent dismissal from the nursing program.

I have read and understand the Honor Code and will uphold the Honor Code and Academic Integrity Policy. My signature is proof of my commitment to abide by this Honor Code and the Academic Integrity Policy.

<table>
<thead>
<tr>
<th>Student Signature</th>
<th>Date</th>
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Sources: adapted from 5/12
Clayton College and State University [http://nursing.clayton.edu/handbook/General_Policies/honesty.htm](http://nursing.clayton.edu/handbook/General_Policies/honesty.htm)
Cornell University Code of Academic Integrity, [http://cuinfo.cornell.edu/Academic/AIC.html](http://cuinfo.cornell.edu/Academic/AIC.html)
Goldey-Beacom College Academic Honor Code, [http://goldey.gbc.edu/advisement/honorcode.html](http://goldey.gbc.edu/advisement/honorcode.html)
University of Pennsylvania Code of Academic Integrity, [http://www.vpul.upenn.edu/osl/acadint.html](http://www.vpul.upenn.edu/osl/acadint.html)
Cornell University Code of Academic Integrity, [http://cuinfo.cornell.edu/Academic/AIC.html](http://cuinfo.cornell.edu/Academic/AIC.html)
Federal Law in the United States of America defines privacy through the Health Insurance Portability and Accountability Act (HIPAA). HIPAA regulations are intended to protect patient privacy by defining individually identifiable information and establishing how this information may be used, by whom and under what circumstances. The definition of individually identifiable information includes any information that relates to the physical or mental health of an individual, or provides enough information that leads someone to believe the information could be used to identify an individual. Breaches of confidentiality or privacy can be intentional or inadvertent and can occur in a variety of ways. Nursing students may breach confidentiality or privacy with information posted via social media. Examples may include comments on social networking sites in which a patient is described with sufficient detail to be identified, referring to patients in a degrading or demeaning manner, or posting videos or photos. It is important to recognize that instances of inappropriate use of social media are prohibited. Students should refrain from posting photos from simulated and actual learning experiences.


The following guidelines are intended to minimize the risks of using social media:

- First and foremost, nurses must recognize that they have an ethical and legal obligation to maintain patient privacy and confidentiality at all times.
- Nurses are strictly prohibited from transmitting by way of any electronic media any patient-related data and image. In addition, nurses are restricted from transmitting any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.
- Do not share, post or otherwise disseminate any information, including images, about a patient or information gained in the nurse-patient relationship with anyone unless there is a patient care related need to disclose the information or other legal obligation to do so.
- Do not identify patients by name or post or publish information that may lead to the identification of a patient. Limiting access to postings through privacy settings is not sufficient to ensure privacy.
- Do not refer to patients in a disparaging manner, even if the patient is not identified.
- Do not take photos or videos of patients on personal devices, including cell phones. Follow employer policies for taking photographs or video of patients for treatment or other legitimate purposes using employer-provided devices.
- Maintain professional boundaries in the use of electronic media. Like in-person relationships, the nurse has the obligation to establish, communicate and enforce professional boundaries with patients in the online environment.
• Use caution when having online social contact with patients or former patients. Online contact with patients or former patients blurs the distinction between a professional and personal relationship. The fact that a patient may initiate contact with the nurse does not permit the nurse to engage in a personal relationship with the patient.

• Consult employer policies or an appropriate leader within the organization for guidance regarding work related postings.

• Promptly report any identified breach of confidentiality or privacy.

• Be aware of and comply with facility policies regarding use of employer-owned computers, cameras and other electronic devices and use of personal devices in the work place.

• Do not make disparaging remarks about employers or co-workers. Do not make threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive comments.

• Do not post content or otherwise speak on behalf of the employer unless authorized to do so and follow all applicable policies of the employer.

Improper use of social media by student nurses may violate state and federal laws established to protect patient privacy and confidentiality. Such violations may result in both civil and criminal penalties, including fines and possible jail time. A student nurse may face personal liability. The student nurse may be individually sued for defamation, invasion of privacy or harassment.

I have read and understand the Guidelines for Social Media. My signature is proof of my commitment to adhere to this policy.

______________________________
Student Signature

______________________________
Date

5/2012
Appendix P
South Georgia State College - School of Nursing
Testing Policy

In an effort to protect the integrity and the security of all examinations administered by the faculty of the School of Nursing (SON), the following procedures shall be followed for all nursing courses. Students are encouraged to prepare for all examinations as outlined in the course syllabus and units including but not limited to assigned readings, online resources and classroom assignments.

All examination and learning activities administered to nursing students for the purpose of evaluation of learning are the property of the South Georgia State College, SON. Students are prohibited from possessing, copying, saving to any electronic device or transmitting in any method the contents of examinations and learning activities used for grade calculation. Any attempts to retain or transmit said materials shall be considered academic dishonesty.

1. Faculty members will prepare examination items based on the content covered in the course. A variety of testing modalities will be utilized to mirror the NCLEX-RN Testing Model. A variety of testing strategies will be utilized including, but not limited to, Multiple Choice, Fill in the Blank, Select All That Apply, Dosage Calculations, and Diagrams. In addition, the National Council of State Board of Nursing (NCSBN) provides an NCLEX-RN tutorial which all students are recommended to review. [http://www.pearsonvue.com/nclex/#tutorial](http://www.pearsonvue.com/nclex/#tutorial)

2. Prior to beginning the examination all students will discontinue the use of all electronic devices and power them down. Students will place all book bags, personal belongings, hats and pocketbooks etc., at the front of the classroom.

3. Students may bring a basic calculator for dosage and solution calculations. No scientific calculators or calculators that store data may be used. Calculators are not to be shared between students during testing. Faculty will check your calculators when distributing exams.

4. Individual test booklets will be provided with a AccuScan answer sheet and a blank cover page. Students may write on their test booklets if needed. All three will be returned to the instructor at the end of the test.

5. It is the student’s responsibility to place their name on the scan sheet and verify all answer choices prior to submission. No credit will be given for answers that do not appear on the scantron. Examination booklets will be shredded.

6. All examinations are to be numbered, and the total number of available exams shall be verified prior to and immediately after the exam is administered. If any test is unaccounted for, a thorough investigation must be initiated.

7. Due to the nature of testing in the SON, nursing faculty shall not allow students to retain copies of examinations, copy test items or make notes from the examinations. In addition, faculty will not provide copies of old exams, and written/electronic instructor resources.
8. Students will turn in their AccuScan sheet, test booklet and cover page and exit the room quietly.

9. Students who have test anxiety and who desire individual counseling sessions on test taking strategies will need to make an appointment with the SGSC Counseling Center on the Douglas and Waycross Campus. You may contact Ms. Jessica Miller, Counselor at 912-260-4438.

10. To maintain the integrity of the examinations, exam reviews will not be conducted. Students may receive individual feedback on exam performance by the content area and by type/level of question in a format determined by the course faculty. Students are encouraged to form and become engaged in a learning community with peers.

11. All students will have a midterm grade posted on Self-Service Banner.

12. All students will be encouraged to use the “Strategies for Success” and NCLEX-RN Review books throughout the nursing courses.

13. Violation of the testing policy will be referred to the Dean of the School of Nursing and/or the Office of Student Success for review and adjudication.

I have read and understand the School of Nursing Testing Policy. My signature is proof of my commitment to adhere to this policy.

______________________________  __________________________
Student Signature                      Date

Appendix Q  
South Georgia State College  
School of Nursing  
HESI Testing Policy

The South Georgia State College School of Nursing requires the Evolve HESI (Health Education Systems, Inc) at points along the curriculum as a program requirement. HESI Case Studies and online resources will be used throughout the program of study. To prepare for the NCLEX-RN Licensing Examination, all students will be required to take nationally normed exams at the end of first year of nursing courses and second year nursing courses. Individualized student diagnostic reports will be utilized to assist students in gaining content mastery through remediation. All exams will be administered in a secured computer testing lab and will simulate NCLEX-RN style test administration. Testing may be required in addition to scheduled class and clinical days. Students will be assessed testing fees each semester payable online during the first week of each semester.

**HESI Total Testing Package Fees:** LPN-RN Bridge will pay $168.00 for three semesters and the ASN students will pay $126 for four semesters. The fees must be paid during the first week of every semester to Elsevier online. Students who fail to meet this course and program requirement will be withdrawn during the SGSC published week of drop/add.

**The Midcurricular Exam**  
Students are required to take the Midcurricular Exam at the completion of the first year of nursing courses. Students who score less than 850 on the exam will be required to complete a remediation plan and submit proof of remediation prior to retesting. Students scoring less than 850 on the retest must complete an additional remediation plan. Proof of remediation is required for progression to the second year of nursing courses.

**The Exit Exam**  
Students are required to take the Exit Exam at the completion of the second year of nursing courses. Students who score less than 850 on the exam will be required to complete a remediation plan and submit proof of remediation prior to retesting. All students will be required to attend a HESI NCLEX-RN three day live review course prior to taking the CAT exam.
Below is the HESI Distribution of Probability of Scores:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. 950 – Higher</td>
<td>OUTSTANDING probability of passing</td>
</tr>
<tr>
<td>B. 900 – 949</td>
<td>EXCELLENT probability of passing</td>
</tr>
<tr>
<td>C. 850 – 899</td>
<td>Average probability of passing</td>
</tr>
<tr>
<td>D. 800 – 849</td>
<td>Below average probability of passing</td>
</tr>
<tr>
<td>E. 750 – 799</td>
<td>Additional preparation needed</td>
</tr>
<tr>
<td>F. 700 – 749</td>
<td>Serious preparation needed</td>
</tr>
<tr>
<td>G. 650 – 699</td>
<td>Grave danger of failing</td>
</tr>
<tr>
<td>H. &lt;649</td>
<td>Poor performance expected</td>
</tr>
</tbody>
</table>

I have read and understand the School of Nursing HESI Testing and Remediation Policy. My signature is proof of my commitment to adhere to this policy.

Student Signature

5/2012, Revised 2/2013