YORK COLLEGE
OF PENNSYLVANIA

THE STABLER DEPARTMENT OF NURSING

2017-2018

Program Handbook

Master of Science Programs

Adult-Gerontology Clinical Nurse Specialist

Adult-Gerontology Primary Care Nurse Practitioner

Adult-Gerontology Primary Care Nurse Practitioner Post Master's

Nurse Educator

Doctoral Program

Doctor of Nursing Practice, Post-Master's

Doctor of Nursing Practice, Nurse Anesthesia (BS-DNP)

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A Message from the Chair

Welcome to York College of Pennsylvania. From the inception of the graduate program in 2001, the faculty in the Department of Nursing have been responsive to the needs of our community of interest by establishing graduate education in selected specialty areas of nursing. At present, the graduate program in nursing has evolved to include the following tracks: nurse educator, adult-gerontology clinical nurse specialist, adult-gerontology nurse practitioner, and nurse anesthetist. In 2011, our Doctor of Nursing Practice (DNP) program at York College, hosted its initial cohort of students who completed their scholarly projects and graduated in spring 2013. Since that time, we have welcomed six DNP cohorts. This fall we are pleased to welcome two DNP cohorts -- one traditional cohort and one BS-DNP nurse anesthetist cohort.

Graduate classes are small and students receive individualized attention from highly qualified faculty. Clinical opportunities are diverse, offering a variety of experience options that provide students with individualized, customizable learning environments to enhance role preparation.

Our programs focus on using evidence to improve patient outcomes and our graduates are admired throughout the region and beyond for excellence in advanced practice.

York College is a great place to grow, learn, and mature professionally. Welcome!

Karen S. March, PhD, RN, ACNS-BC
Professor and Chairperson
The Stabler Department of Nursing

A Message from the Director of Graduate Programs in Nursing

Welcome to the York College of Pennsylvania Stabler Department of Nursing Graduate Program. I am delighted that you have chosen YCP for graduate study. Your decision to pursue a Master's degree or a Doctor of Nursing Practice degree is a pivotal decision in your nursing career. We understand the significance of your decision to advance your education. No matter which of our graduate tracks you have chosen, we are committed to helping you succeed and thrive throughout your program of study. To that end, here at York College you will find abundant resources such as dedicated and highly qualified faculty, knowledgeable and supportive staff, and a state of the art simulation center. The Schmidt Library and the Academic Support Center are among the many campus wide services that are available to assist and guide you throughout your educational journey. York College continues to offer a rich and robust experience aimed to challenge you and prepare you for a career of nursing excellence. As Director of Graduate Programs in Nursing, my door is always open to you. I pledge my sincere and focused support to each of you and I wish you every success!

Kind regards,

Kimberly Fenstermacher, PhD, CRNP
Director, Graduate Programs in Nursing
The Stabler Department of Nursing

The Graduate Programs in Nursing provides nurses with opportunities to advance their skills as clinical leaders through preparation for advanced practice roles at the master's and doctoral levels.

The Master of Science (MS) program prepares nurses to practice as Adult-Gerontology Clinical Nurse Specialists (CNS), Adult-Gerontology Primary Care Nurse Practitioners (AGNP), or Nurse Educators (NE). It builds on undergraduate education through the development of advanced knowledge and expertise, based on critique and application of theory and research.

In June 2016, the BS to DNP program for nurse anesthetists received approval from the Council on Accreditation of Nurse Anesthesia Educational Programs to award the Doctor of Nursing Practice degree to graduates of the nurse anesthesia program with the first class entering May 2017. The 36-month, 102 credit curriculum meets the requirements of both institutions and accrediting bodies. The curriculum is centered on our core values of integrity, excellence, resolve and balance and our program motto of "Vigilance, Knowledge and Compassion".

The Doctor of Nursing Practice program enables master's prepared nurse experts to apply the principles of evidence-based practice to influence change in the delivery of health care. The curriculum provides an opportunity for evaluation of current practice and implementation of practice change initiatives to improve patient outcomes.
The Graduate Program is accredited by the Commission on Collegiate Nursing Education (CCNE) and thus adheres to standards which inform curriculum development, course sequencing, and all other program elements.

At the entry level, the master's tracks all incorporate the Essentials for Baccalaureate Education for Professional Nursing Practice (AACN, 2008) as a foundation to graduate education. Additionally, master's degree tracks incorporate the Essentials of Master's Education in Nursing (AACN, 2011) throughout the curricula. The *Criteria for Evaluation of Nurse Practitioner Programs* (NTF, 2016) and the *Adult-Gerontology Primary Care NP Competencies (2010),* of the American Association of Colleges of Nursing, form the basis for the AGNP program and post-master's AGNP certificate. The AGCNS track incorporates *Criteria for the Evaluation of Clinical Nurse Specialist Master's, and Post-Graduate Certificate Educational Programs* (2011); the NAP incorporates *Standards for Accreditation of Nurse Anesthesia Educational Programs (2015)*. These guidelines are used for any form of revision or update in the curricular tracks. QSEN competencies have been infused across the graduate curricula.

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History of the Graduate Programs in Nursing

Through the years, the York College Department of Nursing has developed and grown into a widely recognized high caliber nursing program. An experienced, highly qualified faculty has kept program content current by engaging in a multiplicity of educational experiences themselves and making necessary curriculum changes to reflect current practice. York College graduates have been employed in many diverse positions and have assumed leadership roles.

Several feasibility studies were done during the past fifteen years to guide and inform the planning of graduate programs. The general consensus of the nursing community and health care employers was that programs preparing advanced practice nurses at the master's and doctoral levels were needed.
A Graduate Programs in Nursing Committee was initiated in the year 2000. With administrative support, the planning of the Master of Science in nursing program occurred during the ensuing two years. Criteria established by the *Essentials of Master's Education for Advanced Practice Nursing* guided the development of the program. The curriculum was approved by the Pennsylvania State Board of Nursing and the Pennsylvania Department of Education. Graduate nursing courses for the Clinical Nurse Specialist (CNS) and Nurse Educator (NE) tracks were first offered in Fall 2002. The initial graduating class was in Spring 2005. The Graduate program was accredited by the Commission on Collegiate Nursing Education Spring 2010.

Established in 2005, the York College of Pennsylvania/WellSpan Health Nurse Anesthetist Program (NAP) is the product of two organizations with a single goal: the initiation and subsequent continuation of a quality nurse anesthesia program in South Central Pennsylvania. As a shared governance program, the NAP draws guidance from the mission statements from each of its governing bodies, from which we derive a broad mission and philosophical guidance. The Council on Accreditation of Nurse Anesthesia Educational Programs (COA) initially accredited the Nurse Anesthetist track in spring 2006, and it was subsequently re-accredited for a full 10-year period in 2012. The first cohort of students began the program in Fall 2006, graduating in Spring 2009. In 2016 the Council on Accreditation for Nurse Anesthesia Educational Programs (COA) approved the York College of Pennsylvania / WellSpan Health Nurse Anesthetist Program to convert from a master's degree granting program, to a Doctor of Nursing Practice degree granting program. The old program was 32 months long, the new program is 36 months long. Classes will begin each May and graduate in May three years later. The class credits will increase from 94 to 102. At the end of a student's second year, they will be awarded a master's degree in nursing, and at the end of their third year, a DNP. Students will be eligible to take the National Certifying Examination after receiving their DNP.

The Adult Nurse Practitioner (ANP) track was initially offered in fall 2009 as a result of the 2008 APRN Consensus Model document. The program transitioned to an Adult-Gerontology Primary Care Nurse Practitioner (AGNP) track in 2012. The first class eligible to sit for this certification graduated in Summer 2013. The AACN's 2011 *Essentials for Master's Education* and the 2010 *Adult-Gerontological Primary Care NP competencies* form the basis for the curriculum.

During the Spring of 2010, the Doctor of Nursing Practice (DNP, Post-Masters) program was approved by the Pennsylvania Department of Education. The first cohort began the program in the Fall of 2011, graduating Spring 2013.

Orientation to Graduate Study

Orientation is offered for all matriculated students. For non-matriculated students, orientation is optional. Topics include the review of the course management system, library resources, information technology resources, APA citation format, academic integrity, and other useful information. In addition, emphasis is placed on the responsibility of students to focus on their individual professional goals and how the faculty can be of assistance to them as they progress through the curriculum. Details of the orientation program are provided upon acceptance into the program.

Course Scheduling

A schedule of classes for each semester is available online in the Registrar section of the college website along with a timetable for scheduling. New students must register for their initial semester in person, fax, or mail to the Registrar's Office. After registration as a new student, a letter will be sent from the Information Technology Department with email account information. Returning students may register online. It is recommended that students register for courses as soon as possible in order to guarantee a place in the class and continue on course with their Program of Study. All students should consult with their academic advisor prior to registering each semester.

Academic Policies

Continuous Enrollment Policy

Upon acceptance into the graduate program in the AGNP, Post Masters AGNP, AGCNS, NE tracks or the DNP programs, the student must maintain enrollment in each semester, excluding summer sessions, by either (1) enrolling in one or more graduate courses or (2) paying a Continuous Enrollment Fee. Failure to maintain Continuous Enrollment status by either one of the two methods will automatically discontinue the student's enrollment in the master's program. A student may maintain the Continuous Enrollment status by paying the Continuous Enrollment Fee for no more than two consecutive semesters, excluding summer sessions. The student must then enroll in one or more graduate courses for credit or the student will be discontinued from the master's program. A student who does not maintain Continuous Enrollment status or who has discontinued course work must reapply for admission to the graduate program when reactivation is desired. The nurse anesthetist BS-DNP is only offered as a full-time program, and students will be continuously enrolled as full-time graduate students for the duration of the program.

Degree Completion Policy

Adult-Gerontology Clinical Nurse Specialist, Adult-Gerontology Nurse Practitioner, and Nurse Educator students have seven calendar years to complete the requirements for the Master of Science program. This seven year period begins upon enrollment in the first 500-level course. Students who do not complete program requirements within the established time limit must request an extension of time (up to one year) from the Director of Graduate Programs in Nursing.

Transfer Credits

A maximum of six credits (or two courses) in graduate study may be transferred in to YCP prior to the student's matriculation. All courses are reviewed by the Director of Graduate Programs in Nursing or by appropriate faculty. Graduate level research courses without an EBP component will not be accepted for transfer credit. Once matriculated, if students wish to take a course at another institution, they must seek prior approval.

Grading, Progress, and Dismissal

- Candidates for graduate degrees in nursing are required to earn at least a B (3.0) in every course in order to progress through the curriculum and graduate. Courses in which the student earns less than a B (3.0) must be repeated before progression to the next course. The student is allowed to repeat a course one time only. A student with a grade less than a B (3.0) in any course must repeat that course in the next semester that it is offered in order to maintain status as a graduate student. A second grade of less than a B (3.0) results in automatic dismissal from the program. As courses may only be offered once per year, this may effectively add time to the program of study. If a course is repeated, both grades will appear on the transcript, but only the highest grade is used in calculating the grade point average.
- Professors may give a course grade of incomplete ("INC") if circumstances justify an extension of time required to complete course requirements. A student with an "INC" grade in any course that is a prerequisite to another course will not be allowed to enroll in the subsequent course until the "INC" in the prerequisite course has been removed and replaced by a B (3.0) or better except with the permission of the Director of Graduate Programs. As courses may only be offered once per year, this may effectively add time to the program of study. The "INC" must be resolved within 60 days or the "INC" automatically turns to a failure (0.0) according to college policy.
- Failure of a **clinical portion of a course** results in dismissal from the program.
- If an NP student falls out of progression for any reason, the student will not be ready for the clinical portion of the NP curriculum (NUR 522) in the Fall semester that was originally anticipated when the student was accepted into the program. Because the program cannot overload clinical courses, the student may have to wait until a clinical slot opens up in order to progress.
- Students in the nurse anesthetist track who earn less than a B (3.0) will not be eligible to progress in coursework until the grade is remediated. As courses may only be offered once per year, this may effectively add time to the program of study.
- Conduct consistent with the ethical and professional standards of the discipline is required. Violation of these standards is grounds for dismissal.

Grade Appeal

A student contemplating filing a grade appeal understands that consistent with the practice of academic freedom, professors bear responsibility for assigning course grades in accordance with professionally acceptable standards that have been communicated to students verbally or in writing. Students who believe that their final grade in a course does not accurately reflect their performance should appeal their grade directly to the course instructor. A student can appeal a grade until the end of the following semester. Following discussion with the instructor, the student may request a review of his or her grade by the Department Chair if the student believes his or her concern has not been adequately addressed.

Academic Integrity Policy

York College of Pennsylvania, as an institution of higher education, serves to promote and sustain the creation, acquisition, and dissemination of knowledge. In order to fulfill this purpose, an environment of integrity, dependability and honesty must be maintained by all members of the York College community. Without a foundation based on intellectual honesty and integrity, the very ability to uphold the academic endeavors that York College strives to pursue is inhibited.

Academic Integrity Policy *continued*

The Spartan Oath embodies the expectation that all members of the York College community foster an environment of integrity and responsibility. Recognize that adhering to an ethical standard of honesty leads to professional, mature and responsible citizens, and enables society at large to trust our scholarship, research, and conferred degrees. Thus, each member of the York College community must be truthful, honest, personally and professionally responsible, and respect the intellectual contributions of others.

Definition of Academic Dishonesty

Engaging in academic dishonesty is a violation of the school's academic integrity policy and is not tolerated at York College. Examples of academic dishonesty include, but are not limited to, cheating on assignments or examinations, plagiarism (i.e. passing someone else's words or ideas off as one's own without proper attribution), improper paraphrasing, fabricating research, falsifying academic documents, handing in material completed for another course, and submitting work not done independently (unless part of an explicitly collaborative project).

Procedures for Academic Integrity Reporting and Appeals may be found in the College Catalog at: http://catalog.ycp.edu/content.php?catoid=20&navoid=760#Academic_Integrity

Academic Advising

Academic Advising is an essential process in the college setting. Upon entering the Graduate Program at York College every student is assigned an academic advisor who is qualified to assist in:

- Planning the coursework of the program of study;
- Developing strategies for academic success;
- Providing guidance and information in preparation for the student's career and life goals.

Academic advisors are available to meet with their advisees during their regularly scheduled office hours when the College is in session in the fall and spring semesters or by appointment at other times. In addition, other academic support services are offered regularly on campus.

While academic advising assists students in academic planning, it is ultimately the student's responsibility to meet the academic requirements for graduation. The student is expected to meet regularly with his/her advisor to discuss the development and implementation of short and long-term academic goals. The final responsibility in meeting graduation requirements, however, rests with the student.

Student Grievance Process

Students who feel they have been mistreated by a College employee, Faculty member or Administrator may initiate a grievance. The purpose of these procedures is to provide students with the ability to express complaints of alleged injustices. Complaints should be resolved following the procedures listed below.

A grievance (Non-Academic or Academic) may be initiated in relation to one of the following:
1. Misinterpretation or discriminatory application of policies and procedures.
2. The misconduct of an employee of York College of Pennsylvania, including a student employee.

Student Grievance Process *continued*

3. To express complaints of alleged academic injustices relating to grades and/or professional conduct.

<u>Procedure</u>

Step 1. The student must go to the instructor or staff member where the alleged problem originated. An attempt will be made to resolve the matter equitably and informally at this level. If the student in not comfortable going to the instructor or staff member, they should proceed to step two.

Step 2. If the student is not comfortable going to the instructor or staff member, they may ask permission of the direct supervisor of the staff member or instructor to skip this step. The supervisor will determine if moving directly to step 2 is warranted based on the nature of the complaint, or if the staff member or instructor must first be consulted by the student.

Step 3. If the complaint is not resolved at the conference with the direct supervisor, the student may file a written grievance. This can be done by letter or York College email and should contain information listed below. The grievance must be presented to the Office of Student Affairs. The Office of Student Affairs will refer the grievance form to the chief administrative officer of the division. The chief administrative officer of the division shall respond.

<u>Information to be submitted:</u>
- Who the complaint is against
- The Department in which they work
- Date/Time/Place of incident/Complaint
- State formal complaint or grievance (provide factual description of the complaint)
- Describe the incident (give a timeline of events leading up to the incident, list of persons involved and any witnesses)
- How have you attempted to resolve this situation or grievance?
- What specific actions or suggestions do you have for resolving this concern/incident/complaint/ grievance?

Leave of Absences, Re-Enrollment, Deferral

Leave of Absence

Students who do not register for a course during a semester (Fall, Spring or Summer) but plan to take a course in the subsequent semester, must register for Continuous Enrollment (see page 10 of this handbook). Students may be granted a leave of absence for special circumstances at the discretion of the Director of Graduate Programs in Nursing, The Stabler Department of Nursing Chair, and with approval from the Provost's Office. If seeking a Leave of Absence (LOA), the student must communicate plans to the Director of the Graduate Programs in Nursing in writing. This should include the LOA time request. Students are responsible for understanding the implications of a LOA on financial aid, and registering for appropriate future course work. If a student is on a LOA for more than three semesters, (Fall, Spring, Summer), and does not register for the subsequent semester, the student will be withdrawn from the College at the end of the drop/add period of the third semester.

Re-Enrollment

Students who have withdrawn from the College must contact The Stabler Department of Nursing office to find out what application documentation needs to be resubmitted as a new applicant.

Applicants who reapply for admission to York College who have earned graduate credits at another institution since their most recent enrollment at York College, and who want those courses to be considered as transfer credits and/or for enrollment decisions, must submit original transcripts from each institution attended before a re-admission decision can be made.

To be eligible for re-admission, applicants must be in good standing with the College and the academic program must have the capacity to accept additional students. Additional conditions such as reapplying or interviewing for a specific program may be required.

Deferral

Once a student interviews for a program and is accepted but for unforeseen reasons cannot commit, he/she can request in writing a deferral for the next start of the specific program to the Director of the Graduate Programs in Nursing. (AGNP fall start only, DNP, post-masters, and DNP Nurse Anesthetist are summer start only). A deferral cannot be extended beyond one academic year.

Policies For Clinical Experience

Health Records

Students must submit the following documentation prior to registering for the first course requiring practice in a clinical nursing or educational setting. We are currently using Certified Profile to track our student clinical requirements. Information on this system will be provided prior to the first clinical course.
  - Student Health and Medical Record. The required information includes:
    - Health insurance information Please provide proof of coverage (copy of insurance card) annually.
    - Adequate immunization/immunity history (see form for details)
      - Tdap (Adacel or Boostrix) is required. A dose of Tdap after age 11 should replace one decennial tetanus booster. Please ensure that the healthcare provider specifies which type of vaccine was received on the form.
      - Adequate evidence of immunity to chickenpox as demonstrated by two doses of varicella vaccine or a titer (blood test) indicating immunity. History of disease is <u>NOT</u> acceptable evidence of immunity.
      - Influenza immunization is recommended annually for all health care providers. Some clinical sites may require that students who have not had flu vaccine wear a mask for all patient contact. Students may be denied access to clinical sites if not vaccinated against influenza. Students should provide documentation whenever they receive their annual flu vaccine and may be asked to sign a declination form each flu season.
    - PPD (TB test) administered within the last 6 months. This will need to be updated annually throughout the student's participation in YCP's Nursing Program. If the student is a PPD reactor, an alternative TB screening questionnaire is available, or a QTB Gold test may be accepted.

Health Records *continued*

> ➢ Physical exam – must have been within the past 12 months. Physical exam may need to be updated every two years.
>> o Dental Examination Report – may be based on the student's most recent exam, if within the last year.
>> o Urine Drug Screening through Certified Profile.
- CURRENT PROFESSIONAL LEVEL CPR CERTIFICATION (and ACLS if the student will have clinical in a critical care area, ACLS/PALS for nurse anesthetist students.
- LIABILITY INSURANCE: Students must have coverage with the terms of at least $2 million per occurrence/$6 million aggregate. YCP offers coverage of $1 mil/$3 mil billed automatically through the Business Office on the regular semester bill. <u>You must make up the coverage gap of $1 mil/$3 mil</u>. Please provide a copy of the proof of coverage at each annual renewal.
- AGNP students must inform their carriers that they need coverage as a nurse practitioner student. This distinction must be made prior to taking NUR522/523. Beginning in the second year, Nurse Anesthetist students will obtain insurance through AANA but must provide a regular RN liability policy the first two semesters.
- RN LICENSE: Student must provide a copy of their current PA license, as well as a copy each time it is updated in April or October. If a student has clinical in other states (e.g. Maryland or Wisconsin) provide a copy of the license or online verification for that state BACKGROUND CHECKS: All nursing students must have a PA Criminal Record Check, PA Child Abuse History Clearance, and FBI clearance for the PA Dept. of Human Services through Cogent Systems, Inc. prior to clinical. Some background checks may need to be updated annually.

Graduate Student Requirements for Satisfactory Clinical Evaluation

The student will be assigned a failure (1.0 or 0) for a clinical course if he/she is unable to demonstrate competent clinical practice and integration of theoretical content in practice role. Failure for the course will be given if the student is unable to meet the objectives. Final clinical grades are determined by the course faculty supervising the student. Preceptors do not assign grades.

Health Insurance

All students taking clinical courses are required to have health insurance with coverage comparable to or exceeding that which can be purchased through York College of Pennsylvania. Proof of insurance (e.g. copy of insurance card) is required annually.

Simulation

1. Simulation is a clinical experience for students. Students will:

   a. Participate fully and in a professional manner.
   b. Treat simulation as a realistic patient care experience.
   c. Preserve realism by handling the patient with respect, avoiding laughter, and limiting side conversations.
   d. Prepare for simulation as for a clinical experience.
   e. Bring necessary personal equipment, i.e., stethoscope, watch.
   f. Stow belongings in lockers; backpacks and purses may not be brought into the simulation rooms.

Simulation *continued*

> g. Leave food and beverages in lockers, they are not permitted in simulation or control rooms.
> h. Arrive punctually for the scheduled simulation time.
> i. Perform safety procedures (hand hygiene, universal precautions, sharp objects disposal) as in the hospital setting.
> j. Use manikins responsibly, avoid excessive pressure or rough treatment.
> k. Use pencil (not pen or marker) in the simulation rooms.
> l. Students will hold in confidence all information about the content of simulation scenarios and the performance of other students during simulation.

2. Students may be photographed or video recorded during simulation.

> a. These photographs and video recordings may be used for debriefing, educational, or marketing purposes on the York College campus and in York College printed and electronic publications and presentations. Students will have the opportunity to approve the use of their photograph or video recordings for other purposes.
> b. Students may view their videos in Diehl Hall. They may not upload videos to social media such as YouTube or Facebook, or take videos outside of Diehl Hall in any other way.
> c. The videos will be recorded on a password protected laptop located in a control room. The videos will remain on that laptop through the end of that semester and then be deleted. Occasionally examples could also be selected and moved to a faculty member's H (home) drive for educational purposes. Access to those video recordings from faculty offices and classrooms is password protected and is possible only when the control room laptop is powered on.

Accidents/Exposure to Infectious Materials

Should an accident that leads to student injury occur in clinical, the student will inform the faculty who will facilitate compliance with the clinical agency policy. If a student is exposed to the blood or body fluids the student will inform the faculty. The clinical agency policy will be followed regarding determination of significance of exposure, patient/client follow up with serologic testing, as 14 well as serologic testing for the student.

The student must assume responsibility for payment for these tests and treatments related to any accident or exposure unless the agency is willing to do so.

In the event that a student is accidentally injured during a practice session in the Nursing Skills Laboratory, the student should seek assistance from the faculty or the laboratory assistant. The faculty or lab assistant will administer first aid for the injury or refer the student to the YCP Health Center. The student must assume financial responsibility for tests and treatments.

Documentation of any incident described above is to be recorded by the faculty or lab assistant and placed in the student's file.

The following are student responsibilities:

1. **AGNP** student requests for clinical experiences with particular preceptors may be submitted to the director of the nurse practitioner track, however, <u>students are not responsible for finding their own clinical sites</u>. It is the responsibility of the faculty to make clinical placements that are appropriate for each student, and to make periodic evaluations of the sites to ensure that excellent learning opportunities are available. Once clinical sites are assigned, it is the student's responsibility to arrange their clinical schedule according to the needs of the preceptor. Every opportunity will be taken to place students as close to their home as possible, however, students may be required to travel to distant sites, generally within one hour of their home location. **Clinical may not occur over breaks or if the college is closed for inclement weather.**

2. AGCNS student requests for particular clinical experiences may be submitted to the Seminar course faculty. The faculty will make clinical placements based on appropriateness for each student's learning needs and will make periodic site visits to ensure that excellent learning opportunities are available. Once clinical placement is assigned, the student is responsible for meeting with the preceptor to arrange clinical dates that meet the needs of the preceptor. Following an initial meeting with the preceptor, the student will develop learning objectives for the clinical experience. Learning objectives and clinical dates must be submitted to the faculty member for approval prior to beginning any clinical time.   Students may not alter clinical dates without directly contacting the faculty member and the preceptor in advance.   Students may be required to travel to distant sites for clinical activities. Students may attend clinical only while the college is in regular session. **Clinical may not occur over breaks or if the college is closed for inclement weather.**

3. Nurse anesthetist student clinical dates, times, and locations will be provided for the student by the Program Clinical Coordinator. No changes in rotations will be permitted without the consent of the Clinical Coordinator or Program Director. Students may be required to travel to distant clinical sites for some activities. Inclusion of clinical sites is based on a detailed study submitted to and approved by the AANA COA. <u>Students are to be in clinical ONLY during those times set by the program, and in those locations approved by the program and the AANA COA</u>. Anesthesia specific student liability insurance must be purchased by the student prior to entry into clinical practice. Guidance on purchasing this insurance will be provided by the program. Other details regarding clinical rotations will be found in the student clinical handbook.

4. NE student requests for particular clinical experiences may be submitted to the Seminar course faculty. The faculty will make clinical placements based on appropriateness for each student's learning needs and will make periodic site visits to ensure that excellent learning opportunities are available. Once clinical placement is assigned, the student is responsible for meeting with the preceptor to arrange clinical dates that meet the needs of the preceptor. Following an initial meeting with the preceptor, the student will develop learning objectives for the clinical experience. Learning objectives and clinical dates must be submitted to the faculty member for approval prior to beginning any clinical time.   Students may not alter clinical dates without directly contacting the faculty member and the preceptor in advance.   Students may be required to travel to distant sites for clinical activities. Students may attend clinical only while the college is in regular session. **Clinical may not occur over breaks or if the college is closed for inclement weather.**

Student Responsibilities *continued*

5. DNP (post-master's) student choice of clinical site and preceptor is a result of collaboration among the student, agency clinical mentor, and faculty.

6. Student clinical evaluations for students enrolled in the nurse anesthetist track are described in detail in the student clinical handbook.

7. Clinical experiences are graded as Pass or Fail. Students failing to meet the course and/or clinical objectives and required number of clinical hours will be assigned a failure for the course. Students placed on probation who do not meet the objectives of the probationary period will be assigned a failure for the course (see Graduate Student Requirements for Satisfactory Clinical Evaluation).

Nursing Organizations and Committees

Sigma Theta Tau, International Honor Society of Nursing & ETA ETA Chapter, YCP

The society exists to: recognize superior achievement and scholarship; recognize the development of leadership qualities; foster high professional standards; encourage creative work; and to strengthen commitment to the ideals and purposes of the profession.

Each year during the Spring semester, the Eligibility Committee of Eta Eta Chapter invites Graduate students who meet the required criteria to apply for membership in Sigma Theta Tau. The eligibility criteria applied in review of Graduate students include the following:
1. Cumulative grade point average of at least 3.0 on a 4.0 scale.
2. Submission of application and a CV or resume by the deadline in April of each year.

Application information can be obtained on the Eta Eta section of the YCP nursing department webpage. Student application materials and transcripts are reviewed by members of the Eligibility Committee. Those who meet required criteria are recommended for induction into the society. An induction ceremony is held annually in the Fall.

Graduate Committee of The Stabler Department of Nursing

Graduate students who wish to serve on The Stabler Department of Nursing Graduate Committee should contact the Director of the Graduate Programs in Nursing by September 1st of each new school year to express their interest. The Nurse Anesthetist program has student representatives from each of three cohorts that attend on that program's behalf for their cohort. One student from this committee will also represent the graduate student population at monthly SDON faculty meetings.

Nursing Convocation

Nursing Convocation is a semi-annual ceremony and reception to honor baccalaureate, master's, and doctoral graduating classes (Graduate Programs are recognized in May). Convocation is sponsored by the Stabler Department of Nursing. Departmental and other awards are presented during this ceremony. All Graduate students participate in the Spring convocation featuring a graduating Master's student and/or Doctoral student as a speaker(s). The graduates of the master's and doctoral programs receive their hoods during the ceremony.

Uniform Policy

There is not a uniform policy for the Graduate Programs in Nursing, however, a lab coat displaying the YCP ID badge should be worn during all clinical rotations. Lab coats can be purchased online from the York College Bookstore (via the bookstore page of the YCP website). Nurse Practitioner students should purchase a white graduate lab coat. Clinical Nurse Specialist and Nurse Educator students are to purchase a navy graduate lab coat. *Nurse Anesthetist students should refer to the NAP office for lab coat instructions.

The following general guidelines apply to all clinical settings, whether in the Simulation Lab, Nursing Skills Lab, or patient unit:

a. Hair is to be neat and conservative, off the collar, and away from eyes. Mustaches and beards must be clean, neat and closely trimmed. All hair must be natural in color, not necessarily a student's own natural color, but must be considered a natural color (i.e. blonde, brown, etc.) Approval rests with the supervising faculty in the clinical setting.
b. Visible tattoos must be covered.
c. Piercings must be removed with the exception of one small pair of post earrings in the earlobe.
d. Other jewelry is limited to watch and wedding band.
e. Nails are to be manicured, clean, and short. Artificial nails are not acceptable. Only clear nail polish is acceptable.
f. YCP photo identification badge is to be worn.

Employer Surveys

As part of the accreditation process we are required to keep employer data on file for graduates at one year, (three year also for NAP graduates), five years, and ten years. Graduates will receive information each summer to update their files in the graduate office.

YORK COLLEGE
OF PENNSYLVANIA

THE STABLER DEPARTMENT OF NURSING
GRADUATE PROGRAMS

Master of Science Programs

Program Outcomes

The program outcomes of the Master of Science degree in nursing program are to prepare graduates who will be able to:

1. Practice in a leadership role in advanced nursing practice AGNP, CNS, and/or NE in response to the needs and demands of society and the changing health care environment.
2. Role model, ethical, legal, and professional standards for advanced nursing practice and nursing education.
3. Integrate advanced knowledge of nursing and related disciplines in the roles of AGNP, CNS or Nurse Anesthetist.
4. Evaluate and apply evidence-based practice (EBP) research to clinical, educational or administrative settings, thus improving patient care, health care systems, and nursing education.
5. Assume responsibility for self-directed, life-long learning and for promoting the professional development of nursing staff and/or students.
6. Design strategies to promote health and collaborative relationships with members of the health care team.
7. Act as a resource for other nurses in the areas of clinical practice, outcomes and evaluation, professional standards, evidence-based practice, and other health care issues.
8. Pass a national certification examination for AGNP, CNS, or NE.
9. Prepare for entry into a doctoral program.

Curriculum Specifics

The curriculum is delivered on a part-time basis for the AGNP, AGCNS, and NE tracks. There are three curriculum sequences for these tracks: the adult-gerontology clinical nurse specialist role with an education focus, adult-gerontology nurse practitioner, and the nurse educator role. The curriculum is designed so that students are free to schedule courses as they are able to take them with some exceptions. For the AGCNS and NE tracks, students must take Seminar I and Seminar II and Comprehensive Care of Older Adults during the last two semesters. During these three courses students will apply knowledge and skills accrued during earlier studies. An education course may be taken with Seminar I and Seminar II. The four AGNP clinical courses, Diagnosis and Management of Clinical Problems in Adults I, Diagnosis and Management of Clinical Problems of Adults II, Comprehensive Care of Older Adults; and Adult-Gerontology Nurse Practitioner Seminar are taken during the last three semesters in the order listed. It is also strongly recommended that Advanced Pathophysiology, Assessment, and Pharmacology courses be taken during the three semesters immediately prior to the first AGNP clinical course rather than earlier in the sequence.

Students pursuing the adult-gerontology clinical nurse specialist role will complete 41 credits and will be eligible to take the examination to become credentialed by the American Nurse Credentialing Center as an adult-gerontology clinical nurse specialist. Students pursuing the educator role will complete 39 credits and will be eligible to write the National League for Nursing examination for Nurse Educators. The Adult-Gerontology Nurse Practitioner track consists of 44 credits preparing the graduates for Primary Care Adult- Gerontology Nurse Practitioner Certification examination from the American Nurses Credentialing Center (ANCC) or the American Association of Nurse Practitioners (AANP). Students will complete core courses, specialty courses, and electives depending on the role they choose.

Final Program Requirements

Students will also be expected to complete a portfolio that will be submitted during the final semester of the program. Requirements for the portfolio will be presented in NUR512 Theoretical Basis for Professional Role Development. Individual track requirements for the portfolio will be given during the final semester of the program.

Program of Study

An individualized *Program of Study* is provided to students by their advisor.

Program of Study – Post Master's Certificate

A Post Master's Certificate can be earned in the Adult-Gerontology Primary Care Nurse Practitioner track. The qualifications for participation include graduation from a CCNE-accredited master's nursing program. In accordance with the National Task Force on Quality Nurse Practitioner Education (2012) a Gap Analysis is performed by the director of the graduate programs to determine an individualized Program of Study for post master's students.

Special Requirements for the Post Master's AGNP Program

The Pennsylvania State Board of Nursing requires a 45 hour pharmacology course in order to apply for prescriptive privileges after graduation from a nurse practitioner program. The course will not be accepted by the Board if it was completed greater than five years prior to application for privileges. A post master's student who plans to seek privileges in the State of Pennsylvania after graduation, and whose Advanced Pharmacology course will be older than five years by the time of graduation, will be required to re-take a course that is approved by the AGNP program director and the State Board of Nursing. If privileges will be sought in a state that does not have this requirement, the student will be required to take a continuing education pharmacology refresher course. These requirements must be met prior to enrollment in NUR522/523.

YORK COLLEGE
OF PENNSYLVANIA

THE STABLER DEPARTMENT OF NURSING
GRADUATE PROGRAMS

Doctor of Nursing Practice Programs

Program Overview

The Doctor of Nursing Practice (DNP) Program prepares nurse leaders to apply advanced practice skills at the highest level of clinical practice. Throughout the course, the highest standards of study and performance are expected. Students will acquire the skills to influence change that will improve health outcomes in populations specific to their advanced specialty preparation. The development of evidence-based interventions, quality improvement methodologies, and health policy changes to enhance health care delivery at the system-wide practice level will be emphasized. The program culminates with practice immersion experiences in which the student develops, implements, and evaluates a practice change initiative within the clinical setting.

Program Outcomes

The broad objectives of the DNP program are to prepare the advanced practice nurse who will:

1. Integrate science from nursing and other disciplines with advanced nursing practice to identify, develop, and evaluate practice change initiatives that lead to improved health outcomes in targeted populations.
2. Develop the knowledge and skills to influence health organizations and complex systems to adopt quality improvement strategies that address patient safety and health disparities in diverse populations.
3. Incorporate knowledge of evidence-based practice into advanced clinical decision-making by providing leadership in the practice setting through evaluation of practice and translation of research in practice.
4. Analyze, select, and evaluate appropriate information and patient care technologies that influence quality of care improvement in the practice setting.
5. Apply knowledge of health policy-making, evaluation, and implementation to influence health providers, policy-makers, and health consumers.
6. Develop skill in inter- and intra-professional communication and leadership in healthcare settings.
7. Synthesize and manage individual and aggregate-level data to improve the health status and outcomes of populations.
8. Demonstrate advanced clinical decision-making and clinical leadership skills to provide culturally-sensitive, comprehensive care to patient groups within an advanced practice specialty role.

Program of Study

An individualized *Program of Study* is provided to students by their advisor. A generic version is located on the department webpage.

Academic Policies

Students will be expected to enroll in the program for six consecutive semesters, including two summer, as a member of a cohort group. However, if there are extenuating life circumstances that interfere with the student's ability to maintain continuous enrollment, the student may petition for a leave of absence. Leaves of absence will be granted on a one-year basis. Students needing a leave of absence will be encouraged to continue the program with the next cohort group. The maximum period of candidacy will be 7 years.

Course Format

Courses are delivered in a blended format with fifty percent of the course online and fifty percent face to face.

Clinical Residency

The Clinical Residency courses (NUR730 and NUR731), offered during the third and fourth semester of the program are intended to provide an opportunity for the DNP student to enhance clinical and leadership skills that may be needed in order to complete the proposed scholarly project. Objectives for the residency courses will be developed in collaboration with the student's DNP advisor.

Clinical experiences need not be limited to direct patient care, but will include activities that will supplement the student's skill set, related to the proposed practice change project. Clinical sites such as current practice sites, schools, health departments, churches, government agencies, voluntary organizations, and community groups may be utilized.

Scholarly Project

The DNP scholarly project represents the culminating practice experience in which the student develops, implements, and evaluates a practice change in the clinical setting. The scholarly project addresses an identified need for a targeted population. The purpose of the project is to implement a program in the practice setting that will improve patient outcomes for the targeted population. Students will use evidence-based literature to support the need for the practice change. A systematic approach will be applied to data collection and evaluation.

Planning for the project begins during the second semester of the program. During the third and fourth semesters, students will design clinical experiences that will enhance their ability to successfully implement the project. The project will be implemented in the practice setting during the fifth semester. In the final (sixth) semester, students will evaluate outcomes to determine the impact of their practice change and develop plans to sustain the change after completion of the program. Oral and written documentation of the scholarly project will also occur in the final semester.

The following is a partial list of the types of scholarly projects that may be implemented:

- Design and evaluate new models of care
- Develop, implement and evaluate health programs (e.g. health promotion, prevention)
- Implement a quality improvement program
- Design models for use of technology to enhance care
- Collaborate on legislative and health policy changes
- Implement evidence-based practice guidelines and evaluate outcomes

Scholarly Project Committee

Upon admission into the program, students will be assigned a faculty member who will act as chair/advisor of the project committee. The chair of the committee will guide the student in all project steps throughout the course of the program. Students will also need to identify a second faculty member who will be a resource for the project, and who will act as reviewer of the written documentation of the project. A third project committee member from the clinical agency in which implementation will take place will be identified by the student. The second two committee members are typically selected during NUR710 EBP I.

Adhering to a timeline for completion of project steps will contribute to success in the program. The following is a timeline for course sequencing:

Timeline			
Semester	**Course Number**	**Course Description**	**Topics/Project Steps**
Summer Year 1 (or prerequisite)	NUR514	Health Policy APRN	Understanding of Policy-Making Process Influencing Health Policy
	NUR725	Organizational Behavior and Systems Change	Methodologies to Influence Institutional Change
Fall Year 1	NUR705	Informatics and Technology	Technology to Aid Decision-Making Explore Data Related to Topic
	NUR735	Management for QI in Health Care Systems	Explore Leadership Theory to Guide Project Develop Thorough Understanding of Topic as Related to Quality and Safety

Spring Year 1	NUR710	Evidence-based Practice I: Methods	Finalize Project Topic, Evidence Appraisal and Synthesis
			 • Overview of project:
			    o Problem statement (PICO)
			    o Description of project intervention
			    o Systematic (lit) review (need and feasibility)
			    o Goals and Objectives-patient outcomes expected (measureable)
			    o Theoretical underpinnings/Chose EBP Model
			    o Evidence of stakeholder involvement/support
			    o Budget analysis cost/risk
			    o Timeline for project (work breakdown and milestones)
			 • Identify Project Committee Members
			 • Institutional Review Board Training

	NUR715	Population-Based Health Outcomes	Evaluation of Patient Outcomes for a Targeted Population
	NUR730	Clinical Residency	Reflective e-Portfolio
Summer Year 1	NUR720	Evidence-based Practice II: Translation	• Develop Translation Plan o Compete Proposal- (e.g Executive summary) • Develop Time Table for DNP Committee Meetings • Proposal Presentation to Faculty • Obtain IRB Approval
	NUR731	DNP Clinical Residency	Reflective e-Portfolio
Fall Year 2	NUR700	Advanced Statistics	Choose Design and Evaluation Plan for Scholarly Project
	NUR740	DNP Project: Implementation	Implementation phase Adjust Evaluation Plan
Spring Year 2	NUR745	DNP Project: Evaluation and Dissemination	Data Analysis- Evaluation Demonstrate Outcomes Written Dissemination Oral Dissemination

Program Overview

In June 2016, the BS to DNP program for nurse anesthetists received approval from the Council on Accreditation of Nurse Anesthesia Educational Programs to award the Doctor of Nursing Practice degree to graduates of the nurse anesthesia program with the first class entering May 2017. The 36-month, 102 credit curriculum meets the requirements of both institutions and accrediting bodies. The curriculum is centered on our core values of integrity, excellence, resolve and balance and our program motto of "Vigilance, Knowledge and Compassion".

As a nurse anesthetist you'll be responsible for planning and administering the anesthetic, monitoring every aspect of the patient's well-being, and advocating for the patient during the surgery. Upon graduation, students are eligible for certification as a certified registered nurse anesthetist (CRNA) by the National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA). The program is accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs and the Commission on Collegiate Nursing Education.

Program Outcomes

Objectives of the DNP Nurse Anesthetists program include:

1. Apply knowledge to practice in decision-making and problem solving
2. Use science-based theories and concepts to analyze new practice approaches.
3. Provide nurse anesthesia services based on evidence based principles
4. Provide anesthesia services to all patients across the lifespan
5. Perform a comprehensive history and physical assessment
6. Provide individualized care throughout the perianesthesia continuum
7. Be vigilant in the delivery of patient care
8. Respect the dignity and privacy of patients while maintaining confidentiality in the delivery of interprofessional care
9. Administer general anesthesia for a variety of surgical and medically related procedures
10. Administer and manage a variety of regional anesthetics
11. Recognize, evaluate, and manage the physiological responses coincident to the provision of anesthesia services
12. Recognize and appropriately manage complications that occur during the provision of anesthesia services
13. Utilize interpersonal and communication skills that result in the effective interprofessional exchange of information and collaboration with other healthcare professionals
14. Protect patients from iatrogenic complications
15. Adhere to the Code of Ethics for the Certified Registered Nurse Anesthetist
16. Interact on a professional level with integrity

Curriculum Specifics

The nurse anesthetist program is only offered as a full-time BS-DNP program. The curriculum is designed in a highly structured fashion designed to meet or exceed the accreditation requirements of the Council on Accreditation of Nurse Anesthesia Educational Programs (COA). The COA has approved the York College of Pennsylvania / WellSpan Health Nurse Anesthetist Program's Doctor of Nursing Practice degree granting program. Classes begin each May.

Curriculum Specifics *continued*

The curriculum is 36 months duration and consists of 102 credits. At the end of your second year, you will be awarded a master's degree in nursing, and at the end of your third year, a DNP. You will be eligible to take the National Certifying Examination after successful completion of your DNP.

Terminal Student Project

The TSP structured portfolio contains the following:
1. The portfolio contains a <u>weekly journal entry</u> of the student's impressions of their current progress in the program. These journal entries will be reviewed by the student's faculty advisor during each advising session.
2. The portfolio contains a description and documentation of completion of some individual project, or participation in a group project providing service to the anesthesia program, an anesthesia professional organization, or some community-based organization, involving no less than 40 hours of service. A faculty advisor will supervise this project, and assist the student in its development. Students may work in groups of 2 or 3 if the project is of sufficient size to merit group work.
3. An electronic log of patient encounters
4. Eight (8) complex case narratives
5. Eight (8) abbreviated case reports based on an emergent or urgent intervention which may or may not require a subsequent surgical procedure (cardiac arrest, emergency airway intervention, invasive line placement, etc.)
6. The portfolio reflects the completion of either:
    a. The submission of a manuscript in which the student is the primary or secondary author in a peer-reviewed journal, or
    b. A formal presentation (minimum of 60 minutes) at a state, regional, or local professional meeting
7. The portfolio contains a context-specific abstract for a systems-based project that addresses quality, safety, access and/or cost of some evidence based issue in anesthesia. The student's faculty advisor may guide the student towards specific resources or persons to assist with this part of the portfolio. This part of the TSP will be completed by the end of the second Spring semester as part of the course Portfolio Project Development and Analysis, NUR 701. Work on this project may commence any time after the completion Evidence Based Practice 1, NUR 710. A rubric will be provided to the students to guide the development and evaluation of this project.
8. The portfolio categorizes the student's participation in a final three-day professional conference organized and presented by the student's cohort. A formal report of any contributions should be included. This report should not exceed one page in length.
9. The portfolio summarizes a plan for future continued learning after graduation, and should not exceed one page in length.

Mailing Address
York College of Pennsylvania
Graduate Programs in Nursing
441 Country Club Road
York, PA 17403

GPS Address
York College of Pennsylvania
890 Grantley Road
York, PA 17403

Telephone Number

717-815-1462 Master of Science and Post Masters DNP Progams
717-815-6550 Nurse Anesthestist Program

Office Hours for AGNP, AGCNS, NE, and DNP (Post-Masters) Programs

Monday through Friday 8:00am to 4:30 pm
Summer Office Hours:
Monday through Thursday 8:00am to 5:00pm
Friday 8:00am to 11:30am

Office Hours for DNP, Nurse Anesthetist Program

Monday through Friday 7:00am to 3:30pm

Faculty Office Hours

Faculty office hours are posted on each individual faculty office door.
Summer hours are by appointment only.

Email

Adult-Gerontology Clinical Nurse Specialist
Adult-Gerontology Primary Care Nurse Practitioner
Adult-Gerontology Primary Care Nurse Practitioner Post Masters Certificate
Nurse Educator
msnursing@ycp.edu

Nurse Anesthetist
crna@ycp.edu

Doctor of Nursing Practice, Post-Masters
dnp@ycp.edu

Website
www.ycp.edu

YORK COLLEGE
OF PENNSYLVANIA

THE STABLER DEPARTMENT OF NURSING
GRADUATE PROGRAMS

Master of Science Programs
Doctor of Nursing Practice Programs
Student Acknowledgement Form

Name: (please print):

_____ _____ _____
                  (Last Name)   (First Name)   (M)

RECEIPT

I attest that I have been made aware of the online location of the York College of Pennsylvania, Stabler Department of Nursing, Graduate Programs in Nursing Student Handbook and accept responsibility for the information contained therein as well as that found within the York College of Pennsylvania College Catalog and Student Handbook.

_____   _____

                           Signature   Date