

Molloy College



The Barbara H. Hagan School of Nursing and Health Sciences

**GRADUATE & POST CERTIFICATION
NURSING PROGRAM**

Handbook
2020-2021 Academic Year

Welcome to the Graduate Nursing Program

Dear Student,

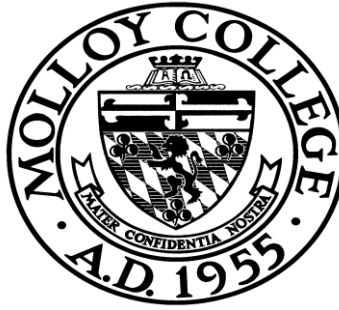
The information contained in this Graduate Nursing Program handbook has been developed to assist you with your academic progression through the individual programs.

This handbook will be your guide to the different phases and requirements of our program. Of particular importance are the procedures for submitting your medical documents and for all the policies regarding clinical placements. Students are held responsible for all information, policies and procedures in the *College Catalog*, the *Student Handbook and Calendar*, and the *Graduate Nursing Handbook*.

All students are assigned a Molloy College email account with the ability to link to the “Online Student and Faculty Access” through the website known as the “Lion’s Den”. Your Molloy email is the official method of communication with faculty, advisors and the Barbara Hagan School of Nursing and Health Sciences. Therefore, it is very important to check email on a daily basis.

Please do not hesitate to contact me at 516.323.3656 if you have any concerns. I look forward to working with you throughout your studies and wish you every success in your academic endeavor.

Joan Ginty, DNP, APRN, ANP-BC
Associate Dean for Advanced Nursing Practice
and DNP Programs



Heraldic History of the Armorial Seal of Molloy College

The principal partition of the shield displays the blue and silver of the arms of Bavaria, Germany, from whence the Amityville Dominican Sisters immigrated to the United States in 1853.

The black lion between three red trefoils are from the coat of arms of Archbishop Thomas E. Molloy for whom the College is named.

The upper compartment of the shield displays the Dominican cross to indicate the heritage of the College.

The crest is composed of a book, the symbol of learning, charged with the alpha and omega, the first and last letters of the Greek alphabet. The book is adorned with a Marian golden crown. Both the book and crown symbolize the Catholic tradition of the College.

Mission Statement

MOLLOY COLLEGE

Molloy College, an independent, Catholic college, rooted in the Dominican tradition of study, spirituality, service and community is committed to academic excellence with respect for each person. Through transformative education, Molloy promotes a lifelong search for truth and the development of ethical leadership.

Preface

The Molloy College catalog offers general and academic information for all students at the College. The Molloy Graduate Student Handbook and Calendar provides a school calendar and general information regarding policies, procedures and resources of the College. The BHSNHS Graduate and Post Graduate Student handbook provides information regarding programs, resources, policies, and requirements necessary for progressing through the Master's and Post-Master's programs. Students are held responsible for all information, policies and procedures in the College Catalog, the Graduate Student Handbook and the BHSNHS Graduate and Post-Graduate Student Handbook.

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I. THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES

A. History of Molloy College

Molloy Catholic College for Women was established in 1955 by the Sisters of St. Dominic of Amityville under a provisional charter of the University of the State of New York. This was accomplished with the guidance of the Most Reverend Thomas E. Molloy, Archbishop of Brooklyn. The absolute charter was granted in 1960 with the power to confer the degrees of Bachelor of Arts and Bachelor of Science.

A major in Nursing was introduced in the college in September 1955 with first capping ceremony in 1958. The Nursing Program received accreditation by the National League for Nursing (NLN) May 1969.

In 1971, the name of the college was officially changed to Molloy College. In 1972, through a Charter Amendment, men were permitted matriculation in the Nursing Program and Evening Division. By a vote of the Board of Trustees in 1982, men were admitted to all Molloy College programs. Molloy College is accredited by the Board of Regents of the University of the State of New York, and the Middle States Association of Colleges and Schools. At present, Molloy College awards degrees in more than 30 areas of concentration.

The Nursing Program has grown in size and stature over the years and at present, has the largest number of majors on the college campus. The Degree Completion Program for Registered Nurses was implemented in the fall of 1971. In 1988, the college welcomed its first Graduate Students who enrolled in the program leading to a Master of Science Degree in Nursing. Post-Master's Certificate Programs and the Dual Degree Program for Registered Nurses and Second Degree students were implemented in 1994. The Nurse Practitioner Programs were initiated in 1995.

The last NLN site visit was in October 1992 and the programs (Graduate and Undergraduate Programs) received full accreditation. In 1998 both programs was granted full ten year accreditation by the Commission on Collegiate Nursing Education (CCNE). In January 2004, the interim report to CCNE was accepted. After the most recent reaccreditation cycle in fall 2018, the nursing programs (BS, MS, DNP and Advanced Certificate) continue to be fully accredited by the CCNE.

In July 2006, the department became a Division within the College.

The Molloy College Nursing Program has an excellent reputation in the professional Nursing community in the New York Metropolitan area & since its inception, there have been thousands of nursing graduates from the Undergraduate Program.

In September 2010, the first doctoral students were accepted. The second doctoral program, Doctor of Nursing Practice (DNP) began in September 2014. The Division moved into The Barbara H. Hagan Center for Nursing on January 19, 2016 and in April of that year officially changed its name to The Barbara H. Hagan School of Nursing. The dedication ceremony was held on the lawn in front of the building on April 19th with community leaders, religious leaders, faculty, students and college leadership in attendance. This auspicious school year ended with a graduation ceremony with 10 PhD students being hooded by faculty and the president. In September 2019, as the school expanded to include the departments of Communication Sciences and Disorders and Allied Health Sciences, it was renamed The Barbara H. Hagan School of Nursing and Health Sciences.

B. Location

The nursing program faculty offices, laboratories and classrooms are located in *The Barbara H. Hagan Center for Nursing*.

C. The Philosophy of the BHSNHS

The faculty of the BHSNHS, in accord with Molloy College, believes that every person as a biological, psychological, sociological, spiritual, cultural being has an innate potential for self-actualization in a dynamic universe. We believe that human beings are entitled to an environment which fosters individual self-esteem and mutual positive regard. We hold in high esteem the inherent worth and dignity of all individuals. It is the concept of valuing, in relation to humanity-environment-health, which gives meaning to humanistic nursing practice.

Each human being is an integrated whole evolving through time. The uniqueness of humanity is reflected through individuals, families, and communities continuously interacting with their environment. Since environment influences the health and well-being of humanity, we recognize our collective responsibility to strive toward an environmentally better world.

Health is a dynamic state of bio-psycho-socio-spiritual-cultural well-being. A responsible society provides a health care system that enables individuals to function at their highest level. Nursing meets the actual and potential needs of humanity by assisting a diverse, multi-cultural population to attain, maintain, and retain optimum health.

Nursing is both a science and an art, which focuses on the diagnosis and treatment of human responses. Humanistic nursing integrates theory and practice within a framework of ethical decision-making. Nursing provides health care for individuals, families, and communities. Central to professional practice are caring, interpersonal communication, and nursing therapeutics. We believe that nursing is a social contract grounded in the professions code of ethics and requires a life-long professional commitment.

Baccalaureate nursing education is based on liberal arts and sciences. This foundation distinguishes baccalaureate nurses by preparing them to communicate, evaluate, and provide humanistic health care. Professional nursing education includes nursing's scientific body of knowledge, which is augmented by the findings of multidisciplinary research. Baccalaureate education prepares the nurse generalist in a beginning leadership role as a member of an interdisciplinary health care team who is able to practice in a variety of settings.

The faculty believes that learning is an ongoing process that fosters intellectual inquisitiveness, critical thinking and decision-making, a creative approach to life situations, and an appreciation of ethical and aesthetic values. We believe learning occurs best in a humanistic environment that values students and supports them in becoming increasingly self-aware and self-directed.

A Master of Science degree builds on a foundation of baccalaureate nursing education and integrates nursing theory, research, and knowledge from other disciplines. Students, through scholarly activities, acquire the necessary knowledge, understanding, and values that lay the groundwork for advanced humanistic nursing practice. It is the integration of theory and practice, grounded in ethical decision-making that distinguishes humanistic practice. Graduate education assists students to perceive new relationships among variables that affect professional nursing in an evolving health care system.

The faculty believes that graduate education provides an opportunity for professional nurses to develop advanced competencies in nursing therapeutics, in areas of clinical concentration and role function, congruent with an expanding theoretical knowledge and authority base. Master's education prepares nurses to manage care in complex situations and meet intensified health care demands. The faculty recognizes the importance of collaboration among health care professionals and the uniqueness of nursing's contribution.
(Updated 6/2007)

D. Graduate Program Statement of Purpose

The purpose of the Graduate Program in Nursing at Molloy College is to prepare nurses as leaders for advanced roles within an increasingly complex health care environment. The program is designed to foster personal and professional growth, translate advanced knowledge into practice, and provide a foundation for doctoral study. Through the Humanistic Nursing Framework, the graduate program reflects the uniqueness of Molloy's Judeo-Christian traditions, contributing to the goal of educating nurses for excellence in caring, scholarship and collaboration.

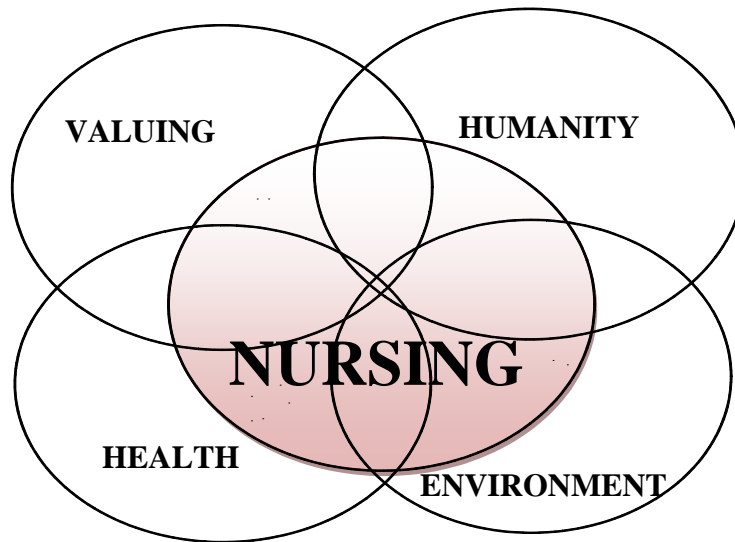
E. Characteristics of the Molloy College Master's Prepared Nurse

The graduate of the Master of Science Program of Molloy College is professionally educated for advanced nursing practice and has acquired a foundation for doctoral study. The Master's graduate:

1. Demonstrates a belief in the inherent worth and dignity of all individuals through role modeling professional nursing.
2. Demonstrates advanced competencies and ethical decision-making.
3. Assumes responsibility and accountability for advanced professional practice in an increasing complex health care environment.
4. Assumes a leadership role based on theory, research and expert practice.
5. Designs and implements research.
6. Advocates for an environment of health in a global society.

(Approved by Graduate Program Faculty and Division of Nursing Faculty 5/14/08)

F. Humanistic Nursing Framework



The Molloy Humanistic Nursing Framework affirms nursing’s human foundations and is primarily concerned with human beings, their values, beliefs, perceptions, capacities and achievements. The humanistic framework addresses nursing as its central concept. Integral to Nursing are Humanity, Environment, Health, and Valuing. Nursing interacts with each of these four concepts as they, in turn, interact with each other. These concepts are addressed throughout the program.

The sub-concepts of Nursing are knowledge, responsibility and accountability, leadership/management, research, and professional role. These sub-concepts are introduced at Level I and are further developed within each subsequent level.

Definitions of the Concepts and Sub-Concepts of the Humanistic Nursing Framework

Concepts	Definitions
HUMANITY	A unique human being, functioning as an integrated whole, reflecting bio-psycho-socio- spiritual-cultural dimensions.
ENVIRONMENT	The sum total of all internal and external dimensions that influence human beings.
HEALTH	A dynamic state of bio-psycho-socio-spiritual-cultural well-being.
VALUING	To hold in high esteem, the inherent worth and dignity of all individuals.
NURSING	A science and an art which focuses on the diagnosis and treatment of human responses.
Sub-Concepts	Definitions
KNOWLEDGE	Nursing knowledge is based on the liberal arts and sciences and incorporates humanity/environment health/valuing.
RESPONSIBILITY/ ACCOUNTABILITY	Professional nurses accept responsibility and are therefore held accountable to maintain Standards of Practice and adhere to the Profession's Code of Ethics.
LEADERSHIP/ MANAGEMENT	Working collaboratively with individuals and groups to accomplish professional goals.
RESEARCH	A process of inquiry that provides evidence contributing to nursing's expanding body of knowledge.
PROFESSIONAL ROLE	Provides humanistic health care to promote health and manage illness for individuals, families and communities in accordance with standards of nursing practice.

Critical thinking: the rational examination of ideas, inferences, assumptions, values, beliefs, and actions.

Reference: Bandman, E.L. & Bandman, B. (1988). Critical thinking in nursing Connecticut: Appleton & Lange, p 5.

The Molloy College BHSNHS Humanistic Framework, Extended to the Doctoral Level

<i>Doctoral Graduate</i>	Generates	Promotes	Models	Conducts and Disseminates	Exemplifies	HEALTH
<i>Master's Graduate</i>	Demonstrates (Advanced)	Demonstrates (Advanced Practice)	Assumes (Advanced Practice)	Designs	Utilizes (Advanced)	
<i>BS Graduate</i>	Utilizes	Assumes (Generalist Practice)	Assumes	Utilizes	Practices (Generalist)	HUMANITY
<i>Level III</i>	Applies	Demonstrates	Applies	Applies	Demonstrates	
<i>Level II</i>	Demonstrates	Demonstrates (Beginning Practice)	Demonstrates	Discusses	Demonstrates (Beginning Level)	VALUING
<i>Level I</i>	Acquires	Discusses	Discusses	Defines	Identifies	
	Knowledge	Responsibility & Accountability	Leadership/ Management	Research	Professional Role	ENVIRONMENT
NURSING						

G. Code for Nurses

The master's program in nursing at Molloy College is guided by the *Code for Nurses* of the American Nurses' Association (1950 and revised in 2001). All graduate nursing students are expected to adhere to these guidelines.

INTRODUCTION

A code of ethics indicates a profession's acceptance of the responsibility and trust with which it has been invested by society. The code of ethics offers general principles to guide and evaluate nursing actions. It serves to inform both the nurse and society of the profession's expectations and requirements in ethical matters.

The following is a list of ethical statements. A further explanation in the form of interpretative statements is available from the American Nurses' Association.

STATEMENTS

1. The nurse, in all professional relationships, practices with compassion and respect for the inherent dignity, worth and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of the health problems.
2. The nurse's primary commitment is to the patient, whether an individual, family, group or community.
3. The nurse promotes, advocates for, and strives to protect the health, safety, and rights of the patient.
4. The nurse is responsible and accountable for individual nursing practice and determines the appropriate delegation of tasks consistent with the nurse's obligation to provide optimum patient care.
5. The nurse owes the same duties to self as to others, including the responsibility to preserve integrity and safety, to maintain competence, and to continue personal and professional growth.
6. The nurse participates in establishing, maintaining and improving healthcare environments and conditions of employment conducive to the provision of quality healthcare and consistent with the values of the profession through individual and collective action.
7. The nurse participates in the advancement of the profession through contributions to practice, education, administration and knowledge development.
8. The nurse collaborates with other health professional and the public promoting community, national and international efforts to meet health needs.
9. The profession of nursing, as represented by associations and their members, is responsible for articulating nursing values, maintaining the integrity of the profession and shaping social policy.

H. Master's Degree Program in Nursing

The mission of graduate study is to provide the opportunity for the attainment of advanced theoretical knowledge and its application in a selected area of nursing practice. The Molloy College program combines academic, clinical and research activities which enable the student to develop the knowledge and skills necessary to practice at a high level of expertise, a distinguishing feature of graduate education.

There are nine programs in the Masters of Science Degree Program (MS) in Nursing. Students choose from clinical concentrations in the areas of:

- Adult-Gerontology Primary Care Nurse Practitioner
- Adult-Gerontology Acute Care Nurse Practitioner
- Pediatric Nurse Practitioner-Primary Care
- Family Nurse Practitioner-Primary Care
- Family Psychiatric Mental Health Nurse Practitioner
- Nursing Education
- Nursing Administration with Informatics
- Clinical Nurse Specialist: Adult-Gerontology Health
- Dual Degree MS Nursing Admin with Informatics/MBA Healthcare Management

The minimum number of credits required for graduation is 42 in the clinical nurse specialist program, 45-48 in the nurse practitioner programs and 42-46 in the remaining programs.

It is the accepted practice at Molloy College that faculty take attendance in all courses.

- Students should notify faculty of an absence if necessary as the result of a serious situation.
- Failure to attend class for two (2) consecutive weeks at any point in the semester, without notification of extenuating circumstances, will result in an administrative withdrawal from the course.
- Administrative withdrawal results in removal from the course with a grade of "WA" or "WF" determined by the point in the term and the academic performance.
- Students should consult the College catalog for complete details regarding withdrawals and the potential financial implications of a withdrawal.

The core courses, germane to the philosophy of the program, provide the foundation for the Humanistic Professional Nursing curriculum. These courses consist of 12 credits and are required for all masters' students. Research is a critical seven credit component for the program and is required of all masters' students. These courses provide the link between theory, education and practice, as well as the knowledge and skills necessary for computer assisted research.

The nurse practitioner programs are designed to prepare advanced practice nurses in the primary care of the adult, pediatric or family client. The curriculum assists students in the development of the skills necessary to foster high levels of client health through the practice of promotion, prevention and self-care. Educational experiences include the assessment of physical and mental health conditions, diagnosis of illnesses and the performance of therapeutic and corrective measures.

Nurse practitioner students fulfill their clinical concentration with 15-18 specialty area credits in either the adult, pediatric, family or psychiatry fields, and their nurse practitioner role function includes 11 credits of Advanced Practice Core.

The Nursing Education, Nursing Administration with Informatics, and Clinical Nurse Specialist programs provide concentrated study for development in each professional area.

Note. The BHSNHS reserves the right to make necessary program alterations in response to changes in professional nursing practice and/or the health-care delivery system. Students are responsible for meeting program requirements and adhering to pre and co-requisites.

I. Program and Course of Study

The Master's Program entitled Humanistic Nursing Practice in an Evolving Health Care System has eight programs which include: Nursing Education, Nursing Administration with Informatics, Clinical Nurse Specialist Adult-Gerontology Health, Adult-Gerontology Primary Care Nurse Practitioner, Pediatric Nurse Practitioner-Primary Care, Family Nurse Practitioner-Primary Care and Family Psychiatric Mental Health Nurse Practitioner. The Adult, Pediatric, Family and Psychiatry Nurse Practitioner programs and the Nursing Education, and Clinical Nurse Specialist Programs are each comprised of four component groups: the core, the research core, and the advanced practice core and specialty area. The Nursing Administration with Informatics program is comprised of three component groups: the core, research and specialty area. The following course of study illustrates the sequencing of courses, credit allocation, and course organization so that knowledge and skills are developed progressively throughout the program. Core courses and the research component are required for all Master's Degree candidates. The content of these courses is designed to provide knowledge believed to be essential to all Molloy Master's Degree in Nursing students. Core courses and research requirements are as follows:

CORE (12 credits)

ETH 5050	Advanced Medical Ethics	3 credits
NUR 5050	Advanced Nursing Theory	3 credits
NUR 5100	Current Issues in Professional Nursing	3 credits
NUR 5150	Organizational Theory	3 credits

Core courses form the foundation of graduate nursing study. **These courses must be completed before moving into the Advanced Practice Core specialty practice courses.**

RESEARCH CORE (7-10 credits)

MAT 5500	Statistical Analysis with Computers	3 credits
NUR 5550	Research Method and Design	4 credits

(An undergraduate statistics course is a prerequisite to MAT 5500)

(An undergraduate research course and MAT 5500 are prerequisite to NUR 5550)

Students, who have taken basic statistics more than 5 years before entering the program, are required to take a basic statistics review course offered by Molloy College Continuing Education and Professional Development or its equivalent. Exceptions may be made by the Associate Dean and Director of the Graduate Nursing Program.

THESIS OPTION- Students choosing the thesis option take:

NUR 5600 Thesis Advisement (Optional)

This course is designed for students who elect to initiate a research proposal culminating in a Master's Thesis that is the intellectual product of NUR 5610. Thesis advisement provides faculty guidance during the proposal implementation and preparation of the thesis. The student has the opportunity to choose a graduate faculty member to serve as an advisor. A thesis advisement fee is assigned each semester until thesis is completed. Pass/Fail 0 credits

NUR 5610 Thesis (Optional)

The thesis that was initiated and prepared in NUR 5600, will be presented in complete form and evaluated by a Thesis Approval Committee of the School of Nursing. Successfully defended thesis will be submitted in both electronic and bound copy format and filed in the James Edward Tobin Library. 3 credits (NUR 5550 is prerequisite to NUR 5600)

The MS Nursing/MBA Dual Degree

The MS Nursing/MBA Dual Degree is a synthesis of the MS in Nursing and Informatics degree and the MBA in Healthcare Degree. Upon the completion of the MS in Nursing Administration with Informatics, students have the opportunity to be admitted to the Business Division MBA in Healthcare program. Students admitted to this program will complete a total of 61 credits. This includes 43 credits of course work initially in the MS Nursing Administration with Informatics Degree and then an additional 18 credits to complete the MBA in Business Management Degree. Graduates will receive a MS in Nursing and MBA in Business.

Instruction in these 6 targeted MBA courses will employ diverse modalities and may include seminars, reasoned response papers, point/counterpoint discussions, direct lecture and various research modalities. Nursing and Business students representing diverse professional backgrounds will add to the multidimensional focus of the program.

The Healthcare courses may be completed in 3 semesters (Part-Time) or 2 semesters (Full-Time).

BUS 5540	Accounting for Healthcare Professionals	3 credits
BUS 5550	Healthcare Marketing	3 credits
BUS 5560	Economic Evaluations in Healthcare	3 credits
BUS 5570	Healthcare Financing	3 credits
BUS 5580	Healthcare Organization & Delivery	3 credits
BUS 5920	Healthcare Capstone/Strategy	3 credits

ADVANCED PRACTICE CORE (11 credits)
(Credits Vary with Program)

*All students **MUST take and pass a Basic Physical Assessment Competency Examination PRIOR to the semester they are registered for Advanced Physical Assessment (see appendix for study guide). Students who fail one or more parts of the examination will be able to retake the section(s) that they failed One Time Only with a re-examination fee of \$100.00, added to student's tuition bill.***

NP Program:

*NUR 5721,2,3 Advanced Physical Assessment (45 clinical hours)	3 credits
*NUR 5240 Advanced Pathophysiology	3 credits
*NUR 5730 Pharmacotherapeutics	3 credits
NUR 5830 The Role of the Nurse Practitioner	2 credits
NUR 5380 The Role of the CNS	2 credits

Education Program:

NUR 5190 Pathophysiological Basis for Pharm for Nurse Educators	4 credits
NUR 5724 Advanced Physical Assessment for Nurse Educators	2 credits
NUR 5890 Specialty Practicum for Nurse Educators (30 experiential hours)	1 credits

NURSE PRACTITIONER PROGRAM COURSES

Adult-Gerontology Nurse Practitioner- Primary Care (15 credits)

NUR 5760 AGNP: Diagnostic Reasoning (90 clinical hours)	3 credits
NUR 5871 AGNP: Diagnoses & Therapeutics I	2 credits
NUR 5872 AGNP: Diagnoses & Therapeutics II	2 credits
NUR 5873 AGNP: Diagnoses & Therapeutics III	2 credits
NUR 5570 AGNP: Practicum in Primary Care I (155 clinical hours)	2 credits
NUR 5580 AGNP: Practicum in Primary Care II (155 clinical hours)	2 credits
NUR 5590 AGNP: Practicum in Primary Care III (155 clinical hours)	2 credits

Adult-Gerontology Nurse Practitioner- Acute Care (18 credits)

NUR 5760 AGNP: Diagnostic Reasoning (90 clinical hours)	3 credits
NUR 5881 AGACNP: Diagnoses & Therapeutics I	3 credits
NUR 5882 AGACNP: Diagnoses & Therapeutics II	3 credits
NUR 5883 AGACNP: Diagnoses & Therapeutics III	3 credits
NUR 5891 AGACNP: Practicum I (155 clinical hours)	2 credits
NUR 5892 AGACNP: Practicum II (155 clinical hours)	2 credits
NUR 5893 AGACNP: Practicum III (155 clinical hours)	2 credits

Pediatric Nurse Practitioner-Primary Care (15 credits)

NUR 5770 PNP: Diagnostic Reasoning (90 clinical hours)	3 credits
NUR 5840 PNP: Diagnoses & Therapeutics I	3 credits
NUR 5850 PNP: Diagnoses & Therapeutics II	3 credits
NUR 5660 PNP: Practicum in Primary Care I (155 clinical hours)	2 credits
NUR 5670 PNP: Practicum in Primary Care II (155 clinical hours)	2 credits
NUR 5680 PNP: Practicum in Primary Care III (155 clinical hours)	2 credits

Family Nurse Practitioner – Primary Care (18 credits)

NUR 5780 FNP: Diagnostic Reasoning (90 clinical hours)	3 credits
NUR 5810 FNP: Diagnoses & Therapeutics I	3 credits
NUR 5820 FNP: Diagnoses & Therapeutics II	3 credits
NUR 5860 FNP: Diagnoses & Therapeutics III	3 credits
NUR 5620 FNP: Practicum in Primary Care I (200 clinical hours)	2 credits
NUR 5630 FNP: Practicum in Primary Care II (200 clinical hours)	2 credits
NUR 5640 FNP: Practicum in Primary Care III (200 clinical hours)	2 credits

Family Psychiatric Mental Health Nurse Practitioner (15 credits)

NUR 5920 FPMHNP: Theoretical Foundations for FPMHNP (60 clinical hours)	3 credits
NUR 5930 FPMHNP: Diagnoses & Therapeutics I	3 credits
NUR 5940 FPMHNP: Diagnoses & Therapeutics II	3 credits
NUR 5510 FPMHNP: Practicum in Primary Care I (165 clinical hours)	2 credits
NUR 5520 FPMHNP: Practicum in Primary Care II (165 clinical hours)	2 credits
NUR 5530 FPMHNP: Practicum in Primary Care III (165 clinical hours)	2 credits

Clinical Nurse Specialist: Adult-Gerontology Health (12 credits)

NUR 5330 CNS: Foundations & Decision Making (125 clinical hours)	3 credits
NUR 5340 CNS: Adult-Gero Health Practice I (125 clinical hours)	2 credits
NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hours)	2 credits
NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hours)	2 credits
NUR Elective	3 credits

Nursing Administration with Informatics (24 credits)

NUR 5400 Administration I	3 credits
NUR 5410 Administration II	3 credits
NUR 5420 Practicum in Nursing Administration (90 experiential hours)	3 credits
NUR 5430 Nursing Informatics I	3 credits
NUR 5440 Nursing Informatics II	3 credits
NUR 5450 Nursing Informatics III (100 experiential hours)	3 credits
NUR 5460 Human Resource Management	3 credits
NUR 5480 Nursing Informatics IV (100 experiential hours)	3 credits

Nursing Education (20 credits)

NUR 5290 Health Issues with a Global View	2 credits
NUR 5300 Curriculum Development	3 credits
NUR 5310 Measurement & Evaluation	3 credits
NUR 5320 Practicum in Education (90 experiential hours)	3 credits
NUR 5280 Informatics for Nurse Educators	3 credits
NUR 5700 Higher Education in America	3 credits
NUR 5710 Creative Strategies for Teaching Nursing	3 credits

Core courses form the foundation of graduate nursing study. These courses must be completed prior to the beginning of the student's program of study.

All students in Practicums I, II, and III will be required to demonstrate physical assessment proficiencies prior to starting in the clinical area.

- On the first meeting day of each Practicum, students will come to class prepared to participate in a performance based evaluation.
- The Advanced Physical Assessment Competency observed skills exam will be administered to each student.
- Students will need to achieve a grade of 80% or better on the test to continue in the course.
- If the student is not successful, they can self-remediate and contact the instructor to retest. The same exam will be given at the instructor's convenience.
- Students need to retest within two weeks
- If a student is not successful on the second attempt, they will be required to take a "W" in the course.
- Students will need to self-remediate and retake the Advanced Physical Assessment competency exam prior to attempting to start the practicum course again in the following semester.

Credit allocation is based on the content and complexity of each course. Three credits are allocated to the majority of theory courses. Three credits are the equivalent of two 50 minute meetings in a classroom setting for core courses. Since greater preparation and shared responsibility for learning is expected at the Master's level, this allocation of time is utilized toward that end. In the clinical programs, clinical practica and field experiences are based on a 3 to 1 credit ratio.

In the Nurse Practitioner, Clinical Nurse Specialist, Nursing Education and Nursing Administration with Informatics Programs, three credits are equal to three 50 minute hours in the classroom setting. Clinical components of courses are based on 3 to 1 clock hours to credit ratio and practica courses for AGNP/PNP/FPMHNP are 5.2:1, FNP Practica courses are 6.7:1. Graduates are eligible for certification as a nurse practitioner in New York State, which grants prescriptive privileges. Graduates are also eligible to take the Nursing Informatics, FNP, AGNP, PNP and FPMHNP certification examinations offered by the American Nurses' Credentialing Center (a subsidiary of the American Nurses' Association) and The Pediatric Certification Board of Nursing (PCBN).

Practica courses for Education and Administration are also on a 3:1 ratio (90 hours for 2 credits).

Practicum in the Informatics program requires 15 classroom hours plus 90-100 practicum hours (approximately 3:1 ratio and 6:1 ratio). CNS practica are 2-3 credits each for 125 hours. (Approximately 4:1).

Core (12 credits)	Research (7-10 credits)	Functional Role Advanced Practice Core (11 credits)	Clinical Concentration (15-18 credits)
<p>ETH 5050 Advanced Medical Ethics (3)</p> <p>NUR 5050 Advanced Nursing Theory (3)</p> <p>NUR 5100 Current Issues in Professional Nursing (3)</p> <p>NUR 5150 Organizational Theory (3)</p>	<p>MAT 5500 Statistical Analysis with Computers (3)</p> <p>NUR 5550 Research Method & Design (4)</p> <p>NUR 5600 Thesis Advisement (Optional) (0)</p> <p>NUR 5610 Thesis (Optional) (3)</p>	<p>NUR 5721, 5722, 5723 Advanced Physical Assessment (3)</p> <p>NUR 5730 Pharmacotherapeutics (3)</p> <p>NUR 5240 Advanced Pathophysiology (3)</p> <p>NUR 5830 The Role of the Nurse Practitioner (2)</p>	<p><u>Adult-Gerontology Primary Care</u>(15 credits) NUR 5760 AGNP: Diagnostic Reasoning (3) NUR 5871 AGNP: D & T I (2) NUR 5872 AGNP: D & T II (2) NUR 5873 AGNP: D & T III (2) NUR 5570 AGNP: Practicum I (2) NUR 5580 AGNP: Practicum II (2) NUR 5590 AGNP: Practicum III (2) <u>Pediatric</u> (15 credits) NUR 5770 PNP: Diagnostic Reasoning (3) NUR 5840 PNP: D & T I (3) NUR 5850 PNP: D & T II (3) NUR 5660 PNP: Practicum I (2) NUR 5670 PNP: Practicum II (2) NUR 5680 PNP: Practicum III (2) <u>Family</u> (18 credits) NUR 5780 FNP: Diagnostic Reasoning (3) NUR 5810 FNP: D & T I (3) NUR 5820 FNP: D & T II (3) NUR 5860 FNP: D & T III (3) NUR 5620 FNP: Practicum I (2) NUR 5630 FNP: Practicum II (2) NUR 5640 FNP: Practicum III (2) <u>Psychiatry</u> (15 credits) NUR 5920 FPMHNP: Theo. Found. (3) NUR 5930 FPMHNP: D & T I (3) NUR 5940 FPMHNP: D & T II (3) NUR 5510 FPMHNP: Practicum I (2) NUR 5520 FPMHNP: Practicum II (2) NUR 5530 FPMHNP Practicum III (2) <u>Adult-Gerontology Acute Care</u>(18 credits) NUR 5760 AGNP: Diagnostic Reasoning (3) NUR 5881 AGACNP: D & T I (3) NUR 5882 AGACNP: D & T II (3) NUR 5883 AGACNP: D & T III (3) NUR 5891 AGACNP: Practicum I (2) NUR 5892 AGACNP: Practicum II (2) NUR 5893 AGACNP: Practicum III (2)</p>

Curriculum: Clinical Nurse Specialist: Adult-Gerontology Health

Core (12 credits)	Research (7 credits)	Functional Role Advance Practice Core (11 credits)	Concentration (12 credits)
<p>ETH 5050 Advanced Medical Ethics (3)</p> <p>NUR 5050 Advanced Nursing Theory (3)</p> <p>NUR 5100 Current Issues in Professional Nursing (3)</p> <p>NUR 5150 Organizational Theory (3)</p>	<p>MAT 5500 Statistical Analysis with Computers (3)</p> <p>NUR 5550 Research Method & Design (4)</p> <p>NUR 5600 Thesis Advisement (Optional) (0)</p> <p>NUR 5610 Thesis (3) (Optional)</p>	<p>NUR 5721 AGNP/CNS: Adv. Physical Assessment (3)</p> <p>NUR 5730 Pharmacotherapeutics (3)</p> <p>NUR 5240: Advanced Pathophysiology (3)</p> <p>NUR 5380 The Role of the CNS (2)</p>	<p>NUR 5330 CNS: Foundations & Decision Making (125 clinical hrs) (3)</p> <p>NUR 5340 CNS: Adult-Geo Health Practice I (125 clinical hrs) (2)</p> <p>NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hrs) (2)</p> <p>NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hrs) (2)</p> <p>NUR_____Elective (3)</p>

Curriculum: Nursing Education Program

Core (12 credits)	Research (7 credits)	Functional Role Advance Practice Core (7 credits)	Concentration (20 Credits)
<p>ETH 5050 Advanced Medical Ethics (3)</p> <p>NUR 5050 Advanced Nursing Theory (3)</p> <p>NUR 5100 Current Issues in Professional Nursing (3)</p> <p>NUR 5150 Organizational Theory (3)</p>	<p>MAT 5500 Statistical Analysis with Computers (3)</p> <p>NUR 5550 Research Method & Design (4)</p> <p>NUR 5600 Thesis Advisement (Optional) (0)</p> <p>NUR 5610 Thesis (Optional) (3)</p>	<p>NUR 5190 Pathophysiological Basis for Pharm for Nurse Educator (4)</p> <p>NUR 5724 NE: Adv. Physical Assessment for Nurse Educators (2)</p> <p>NUR 5890 Specialty Prac. For Nurse Educators (1) (30 experiential hours)</p>	<p>NUR 5280 Informatics for Nurse Educators (3)</p> <p>NUR 5290 Health Issues with a Global View (2)</p> <p>NUR 5300 Curriculum Development (3)</p> <p>NUR 5310 Measurement & Evaluation (3)</p> <p>NUR 5320 Practicum in Education (90 experiential hours) (3)</p> <p>NUR 5710 Creative Strategies for Teaching Nursing (3)</p> <p>NUR 5700 Higher Education in America (3)</p>

Curriculum: Nursing Administration with Informatics

Core (12 credits)	Research (7 credits)	Functional Role Advance Practice Core	Concentration (24 credits)
<p>ETH 5050 Advanced Medical Ethics (3)</p> <p>NUR 5050 Advanced Nursing Theory (3)</p> <p>NUR 5100 Current Issues in Professional Nursing (3)</p> <p>NUR 5150 Organizational Theory (3)</p>	<p>MAT 5500 Statistical Analysis With Computers (3)</p> <p>NUR 5550 Research Method And Design (4)</p> <p>NUR 5600 Thesis Advisement (Optional) (0)</p> <p>NUR 5610 Thesis (Optional) (3)</p>		<p>NUR 5400: Administration I (3)</p> <p>NUR 5410: Administration II (3)</p> <p>NUR 5420: Practicum in Nursing Admin (90 experiential hours) (3)</p> <p>NUR 5430: Nursing Informatics I (3)</p> <p>NUR 5440: Nursing Informatics II (3)</p> <p>NUR 5450: Nursing Informatics III (100 experiential hours) (3)</p> <p>NUR 5460: Human Resource Mgmt. (3)</p> <p>NUR 5480: Nursing Informatics IV (100 experiential hours) (3)</p>

Curriculum-For Completion of the MS Nursing/MBA Dual Degree

Core (12 credits)	Research (7 credits)	Functional Role Advance Practice Core	Concentration
			BUS 5540: Accounting for Healthcare Professionals (3) BUS 5550: Healthcare Marketing (3) BUS 5560: Economic Evaluations in Healthcare (3) BUS 5570: Healthcare Financing (3) BUS 5580: Healthcare Organization & Delivery (3) BUS 5920: Healthcare Capstone/ Strategy (3)

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
CLINICAL NURSE SPECIALIST: ADULT-GERONTOLOGY HEALTH PROGRAM

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3
MAT 5500 Statistical Analysis/Computers	3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Five (Fall)

NUR 5330 CNS: Foundations & Decision Making (125 clinical hours)	3
NUR 5340 CNS: Adult-Gero Health Practice I (125 clinical hrs)	2

Semester Two (Spring)

NUR 5150 Organizational Theory	3
ETH 5050 Advanced Medical Ethics	3
NUR 5550 Research Method & Design	4

Semester Four (Spring)

NUR 5721 AGNP/CNS: Advanced Physical Assess (45 Lab & Clinical hours)	3
NUR 5380 Role of the CNS	2
ELECTIVE	3

Semester Six (Spring)

NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hours)	2
NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hrs)	2

Total 42 Credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Three (Fall)

NUR 5550 Research Method & Design	4
NUR 5100 Current Issues in Prof. Nsg.	3

Semester Five (Fall)

NUR 5380 Role of the CNS	2
NUR 5721 AGNP/CNS: Advanced Physical Assess (45 Lab & Clinical hours)	3

Semester Seven (Fall)

NUR 5340 CNS: Adult-Gero Health Practice I (125 clinical hours)	2
ELECTIVE	3

Semester Nine (Fall)

NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hours)	2
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Semester Two (Spring)

NUR 5150 Organizational Theory	3
MAT 5500 Statistical Analysis/Computers	3

Semester Four (Spring)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Six (Spring)

NUR 5330 CNS: Foundations & Decision Making (125 clinical hours)	3
Elective	3

Semester Eight (Spring)

NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hours)	2
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Total 42 Credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSING EDUCATION PROGRAM

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3
MAT 5500 Statistical Analysis/Computers	3

Semester Two (Spring)

NUR 5550 Research Method and Design	4
NUR 5150 Organizational Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Three (Fall)

NUR 5190 Patho. Basis in Pharm for Nur.Edu.	4
NUR 5700 Higher Education in America	3

Semester Four (Spring)

NUR 5724 NE:Adv. Phy.Assess for Nrs Educator	2
NUR 5890 Specialty Practicum for Nurse edu (30 experiential hours)	1
NUR 5310 Measurement and Evaluation	3

Semester Five (Fall)

NUR 5300 Curriculum Development	3
NUR 5280 Informatics for Nurse Educators	3

Semester Six (Spring)

NUR 5290 Health Issues with a Global View	2
NUR 5320 Practicum in Nsg. Education (90 experiential hours)	3
NUR 5710 Creative Strat. for Teaching Nsg	3

Total 46 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3

Semester Two (Spring)

MAT 5500 Statistical Analysis/Computers	3
NUR 5150 Organizational Theory	3

Semester Three (Fall)

NUR 5550 Research Method and Design	4
ETH 5050 Advanced Medical Ethics	3

Semester Four (Spring)

NUR 5310 Measurement and Evaluation	3
NUR 5290 Health Issues w/Global View	2

Semester Five (Fall)

NUR 5190 Patho. Basis in Pharm for Nur.Edu	4
NUR 5700 Higher Education in America	3

Semester Six (Spring)

NUR 5710 Creative Strat. for Teaching Nsg	3
NUR 5724 NE:Adv. Phy.Assess for Nrs Educator	2
NUR 5890 Specialty Practicum for Nurse Edu. (30 experiential hours)	1

Semester Seven (Fall)

NUR 5300 Curriculum Development	3
NUR 5280 Informatics for Nurse Educators	3

Semester Eight (Spring)

NUR 5320 Practicum in Nsg. Education (90 experiential hours)	3
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Total 46 credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSING ADMINISTRATION WITH INFORMATICS PROGRAM

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5150 Organizational Theory	3
MAT 5500 Statistical Analysis/Computers	3

Semester Two (Spring)

ETH 5050 Advanced Medical Ethics	3
NUR 5100 Current Issues in Prof. Nsg.	3
NUR 5550 Research Method & Design	4

Semester Three (Fall)

NUR 5430 Nursing Informatics I	3
NUR 5400 Administration I	3

Semester Four (Spring)

NUR 5440 Nursing Informatics II	3
NUR 5460 Human Resource Mgmt.	3
NUR 5410 Administration II	3

Semester Five (Summer)

NUR 5420 Practicum in Nursing Administration	3
(90 experiential hours)	

Semester Five (Fall)

NUR 5450 Nursing Informatics III	3
(100 experiential hours)	

Semester Six (Spring)

NUR 5480 Nursing Informatics IV	3
(100 experiential hours)	

Total 43 Credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Two (Spring)

NUR 5150 Organizational Theory	3
MAT 5500 Statistical Analysis/Computers	3

Semester Three (Fall)

NUR 5100 Current Issues in Prof. Nsg.	3
NUR 5550 Research Method & Design	4

Semester Four (Spring)

NUR 5410 Administration II	3
NUR 5430 Nursing Informatics I	3

Semester Five (Summer)

NUR 5420 Practicum in Nursing Administration	3
(90 experiential hours)	

Semester Six (Fall)

NUR 5440 Nursing Informatics II	3
NUR 5400 Administration I	3

Semester Seven (Spring)

NUR 5450 Nursing Informatics III	3
(100 experiential hours)	
NUR 5460 Human Resource Mgmt.	3

Semester Eight (Fall)

NUR 5480 Nursing Informatics IV	3
(100 experiential hours)	

Total 43 Credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
PEDIATRIC NURSE PRACTITIONER-PRIMARY CARE PROGRAM (PNP)

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory 3
 NUR 5100 Current Issues in Prof. Nsg. 3
 MAT 5500 Statistical Analysis/Computers 3

Semester Two (Spring)

NUR 5550 Research Method and Design 4
 NUR 5150 Organizational Theory 3
 ETH 5050 Advanced Medical Ethics 3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology 3
 NUR 5730 Pharmacotherapeutics 3

Semester Four (Spring)

NUR 5723 PNP:Advanced Physical Assessment 3
 NUR 5830 Role of NP 2

Semester Five (Summer)

NUR 5770 PNP: Diagnostic Reasoning 3

Semester Six (Fall)

NUR 5660 PNP: Practicum in Primary Care I 2
 NUR 5840 PNP: Diagnoses & Therapeutics I 3

Semester Seven (Spring)

NUR 5850 PNP: Diagnoses & Therapeutics II 3
 NUR 5670 PNP: Practicum in Primary Care II 2

Semester Eight (Summer)

NUR 5680 PNP: Practicum in Primary Care III 2

Total 45 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory 3
 NUR 5150 Organizational Theory 3

Semester Two (Spring)

MAT 5500 Statistical Analysis/Computers 3
 NUR 5100 Current Issues in Prof Nursing 3

Semester Three (Summer)

ETH 5050 Advanced Medical Ethics 3
 NUR 5240 Advanced Pathophysiology 3

Semester Four (Fall)

NUR 5550 Research Method and Design 4
 NUR 5730 Pharmacotherapeutics 3

Semester Five (Spring)

NUR 5723 PNP:Advanced Physical Assessment 3
 NUR 5830 Role of NP 2

Semester Six (Spring)

NUR 5770 PNP: Diagnostic Reasoning 3

Semester Seven (Fall)

NUR 5840 PNP: Diagnoses & Therapeutics I 3
 NUR 5660 PNP: Practicum in Primary Care I 2

Semester Eight (Spring)

NUR 5850 PNP: Diagnoses & Therapeutics II 3
 NUR 5670 PNP: Practicum in Primary Care II 2

Semester Nine (Summer)

NUR 5680 PNP: Practicum in Primary Care III 2

Total 45 credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
ADULT-GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER PROGRAM (AGNP)

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3
MAT 5500 Statistical Analysis/Computers	3

Semester Two (Spring)

NUR 5550 Research Method and Design	4
NUR 5150 Organizational Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Four (Spring)

NUR 5721 AGNP/CNS: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Five (Summer)

NUR 5760 AGNP: Diagnostic Reasoning	3
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Semester Six (Fall)

NUR 5570 AGNP: Practicum in Primary Care I	2
NUR 5871 AGNP: Diagnoses & Therapeutics I	2

Semester Seven (Spring)

NUR 5580 AGNP: Practicum in Primary Care II	2
NUR 5872 AGNP: Diagnoses & Therapeutics II	2

Semester Eight (Summer)

NUR 5590 AGNP: Practicum in Primary Care III	2
NUR 5873 AGNP: Diagnoses & Therapeutics III	2

Total 45 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Two (Spring)

NUR 5150 Organizational Theory	3
MAT 5500 Statistical Analysis/Computers	3

Semester Three (Fall)

NUR 5550 Research Method and Design	4
NUR 5100 Current Issues in Prof. Nsg.	3

Semester Four (Spring)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Five (Fall)

NUR 5721 AGNP/CNS: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Six (Spring)

NUR 5760 AGNP: Diagnostic Reasoning	3
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Semester Seven (Fall)

NUR 5570 AGNP: Practicum I	2
NUR 5871 AGNP: Diagnoses & Therapeutics I	2

Semester Eight (Spring)

NUR 5580 AGNP: Practicum in Primary Care II	2
NUR 5872 AGNP: Diagnoses & Therapeutics II	2

Semester Nine (Summer)

NUR 5590 AGNP: Practicum in Primary Care III	2
NUR 5873 AGNP: Diagnoses & Therapeutics III	2

Total 45 credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
ADULT-GERONTOLOGY ACUTE CARE NURSE PRACTITIONER PROGRAM (AGACNP)

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory 3
 NUR 5100 Current Issues in Prof. Nsg. 3
 MAT 5500 Statistical Analysis/Computers 3

Semester Two (Spring)

NUR 5550 Research Method and Design 4
 NUR 5150 Organizational Theory 3
 ETH 5050 Advanced Medical Ethics 3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology 3
 NUR 5730 Pharmacotherapeutics 3

Semester Four (Spring)

NUR 5721 AGNP/CNS: Advanced Physical Assess 3
 NUR 5830 Role of NP 2

Semester Five (Summer)

NUR 5760 AGNP: Diagnostic Reasoning 3

Semester Six (Fall)

NUR 5891 AGACNP: Practicum I 2
 NUR 5881 AGACNP: Diagnoses & Therapeutics I 3

Semester Seven (Spring)

NUR 5892 AGACNP: Practicum II 2
 NUR 5882 AGACNP: Diagnoses & Therapeutics II 3

Semester Eight (Summer)

NUR 5893 AGACNP: Practicum III 2
 NUR 5883 AGACNP: Diagnoses & Therapeutics III 3

Total 48 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory 3
 ETH 5050 Advanced Medical Ethics 3

Semester Two (Spring)

NUR 5150 Organizational Theory 3
 MAT 5500 Statistical Analysis/Computers 3

Semester Three (Fall)

NUR 5550 Research Method and Design 4
 NUR 5100 Current Issues in Prof. Nsg. 3

Semester Four (Spring)

NUR 5240 Advanced Pathophysiology 3
 NUR 5730 Pharmacotherapeutics 3

Semester Five (Fall)

NUR 5721 AGNP/CNS: Advanced Physical Assess 3
 NUR 5830 Role of NP 2

Semester Six (Spring)

NUR 5760 AGNP: Diagnostic Reasoning 3

Semester Seven (Fall)

NUR 5891 AGACNP: Practicum I 2
 NUR 5881 AGACNP: Diagnoses & Therapeutics I 3

Semester Eight (Spring)

NUR 5892 AGACNP: Practicum II 2
 NUR 5882 AGACNP: Diagnoses & Therapeutics II 3

Semester Nine (Summer)

NUR 5590 AGACNP: Practicum III 2
 NUR 5873 AGACNP: Diagnoses & Therapeutics III 3

Total 48 credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
FAMILY NURSE PRACTITIONER-PRIMARY CARE PROGRAM (FNP)

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3
MAT 5500 Statistical Analysis/Computers	3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Five (Fall)

NUR 5780 FNP: Diagnostic Reasoning	3
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Semester Seven (Summer)

NUR 5820 FNP: Practicum in Primary Care II	2
NUR 5630 FNP: Diagnoses & Therapeutics II	3

Semester Two (Spring)

NUR 5550 Research Method and Design	4
NUR 5150 Organizational Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Four (Spring)

NUR 5722 FNP/FPMHNP: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Six (Spring)

NUR 5620 FNP: Practicum in Primary Care I	2
NUR 5810 FNP: Diagnoses & Therapeutics I	3

Semester Eight (Fall)

NUR 5640 FNP: Practicum in Primary Care III	2
NUR 5860 FNP: Diagnoses & Therapeutics III	3

Total 48 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Three (Fall)

NUR 5550 Research Method and Design	4
NUR 5100 Current Issues in Prof. Nsg.	3

Semester Five (Fall)

NUR 5722 FNP/FPMHNP: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Seven (Summer)

NUR 5620 FNP: Practicum in Primary Care I	2
NUR 5810 FNP: Diagnoses & Therapeutics I	3

Semester Eight (Fall)

NUR 5630 FNP: Practicum Primary Care II	2
NUR 5820 FNP: Diagnoses & Therapeutics II	3

Semester Two (Spring)

MAT 5500 Statistical Analysis/Computers	3
NUR 5105 Organizational Theory	3

Semester Four (Spring)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Six (Spring)

NUR 5780 FNP: Diagnostic Reasoning	3
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Semester Nine (Spring)

NUR 5640 FNP: Practicum in Primary Care III	2
NUR 5860 FNP: Diagnoses & Therapeutics III	3

Total 48 credits

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
FAMILY PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER PROGRAM (FPMHNP)

Sample Full Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
NUR 5100 Current Issues in Prof. Nsg.	3
MAT 5500 Statistical Analysis/Computers	3

Semester Three (Fall)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Six (Fall)

NUR 5930 FPMHNP: Diagnoses & Therapeutics I	3
NUR 5510 FPMHNP: Practicum I	2

Semester Two (Spring)

NUR 5550 Research Method and Design	4
NUR 5150 Organizational Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Four (Spring)

NUR 5722 FNP/FPMHNP: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Five (Summer)

NUR 5920 FPMHNP: Theoretical Foundations	3
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Semester Seven (Spring)

NUR 5940 FPMHNP: Diagnoses & Therapeutics II	3
NUR 5520 FPMHNP: Practicum II	2

Semester Eight (Summer)

NUR 5530: FPMHNP: Practicum III	2
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Total 45 credits

Sample Part Time Program of Study

Semester One (Fall)

NUR 5050 Advanced Nursing Theory	3
ETH 5050 Advanced Medical Ethics	3

Semester Three (Fall)

NUR 5550 Research Method and Design	4
NUR 5100 Current Issues in Prof. Nsg.	3

Semester Five (Fall)

NUR 5722 FNP/FPMHNP: Advanced Physical Assess	3
NUR 5830 Role of NP	2

Semester Seven (Fall)

NUR 5930 FPMHNP: Diagnoses & Therapeutics I	3
NUR 5510 FPMHNP: Practicum I	2

Semester Nine (Fall)

NUR 5530 FPMHNP: Practicum III	2
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Semester Two (Spring)

NUR 5150 Organizational Theory	3
MAT 5500 Statistical Analysis/Computers	3

Semester Four (Spring)

NUR 5240 Advanced Pathophysiology	3
NUR 5730 Pharmacotherapeutics	3

Semester Six (Summer)

NUR 5920 FPMHNP: Theoretical Foundations	3
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Semester Eight (Spring)

NUR 5940 FPMHNP: Diagnoses & Therapeutics II	3
NUR 5520 FPMHNP: Practicum II	2

Total 45 credits

II. ACADEMIC AFFAIRS

A. Admissions

Requirements for admission and matriculation into the Master of Science Degree Program in Nursing include:

1. Bachelor's degree in nursing from a professionally accredited program. (Applicants from non-accredited programs may be considered for admission on an individual basis.)
2. *Undergraduate GPA 3.0 on a 4.0 scale or an overall undergraduate GPA of at least 2.7 with a 3.0 or better in the upper half of undergraduate work.
3. Current New York State Professional Registered Nurse license.
4. One year of clinical nursing experience is required prior to specialization courses. Nurse Practitioner and CNS applicants are required to have a minimum of one year of recent clinical experience.
5. Three letters of recommendation. Nurse Practitioner and CNS applicant letters must attest to clinical competency.
6. A personal interview.
7. A completed application.
8. A current CV (Resume)

*Applicants who do not have an undergraduate GPA of 3.0 and show promise may be considered for provisional admission. These students must receive a cumulative GPA of 3.0 in the first 6 credits taken in the graduate program. Upon completion of these 6 credits, the student's records will be reviewed. At this time the student will be accepted as matriculated or asked to withdraw from the program.

NOTE: A College Physical with documentation of immunization is needed upon admission. Prior to any clinical course a BHSNHS Physical is required.

B. Progression

Requirements for progression through the Master of Science Program in Nursing include:

1. Undergraduate statistics as a prerequisite to MAT 5500.
2. Undergraduate research as a prerequisite to NUR 5550.
3. Evidence of a basic physical assessment course or its equivalent as a prerequisite to Advanced Physical Assessment. (Nurse Practitioner applicants and clinical nurse specialist and all who choose to take Advanced Physical Assessment).
4. Health and professional requirements as determined by the nursing program (see Pre-Clinical/Practicum Requirements.)
5. Maintenance of Academic Standards: The quality point index requirement is 3.0. If the GPA falls below 3.0, it must be raised to 3.0 by the end of the following semester. Students who fail to raise their GPA to 3.0 will be withdrawn from the program.
6. Repeating courses: A course in which the student receives a grade below (B-) may be repeated once. The option to repeat a course may not be used more than two times. (Two different courses.)
7. Withdrawing: Students may withdraw from the same nursing course no more than one time. The student must then complete the course and earn a grade when retaking.
8. Pass/Fail Option: In selected graduate courses in the curriculum, the student may be offered the option of taking the course on a Pass/Fail basis. Notification for this option must be made in writing to the Office of the Registrar by the dates indicated in the Catalog/Academic Calendar for each semester. Forms are available in the Office of the Registrar. Once approved, the request for Pass/Fail stands and the student may not petition for a change to a letter grade. Pass/Fail options are limited to one (1) three-credit course. Note: "P" grade is equivalent to a (B) in Graduate Clinical courses.

C. Graduate Assistant Program

The Graduate Assistant program provides opportunity for qualified GRADUATE students to participate as a research assistant or as a graduate assistant.

The following criteria apply:

Matriculated in Graduate Program:

Interview with Associate Dean and Director and Supervisor

The following requirements and reimbursements apply:

Graduate Assistant/Graduate Research Assistant

3 credit voucher: \$500 stipend, 10 hours/week

6 credit voucher: \$1,000 stipend, 20 hours/week

The graduate assistant must maintain a 3.5, or higher, cumulative grade point index to renew the assistantship from semester to semester. If the grade point index falls below 3.5, the assistantship must be given to another applicant.

Molloy College Application for Graduate Assistantship form is available in the Human Resources Office.

Evaluations: Graduate Assistant **Performance Evaluations** will be completed by the supervisor. Graduate Assistants will also evaluate the experience.

Process:

1. An application is to be completed by the applicant
2. The applicant will receive a letter confirming appointment and identifying the required hours, earned stipend and credit voucher. A copy will be furnished to:
 - i. Finance Officer
 - ii. Financial Aid Officer
 - iii. Office of Comptroller
 - iv. Bursar
 - v. Office of Human Resources
3. Appointee is to complete a FAFSA form for the Financial Aid Office
4. Appointee is to complete employment forms in the Office of Human Resources
5. Appointee will be provided an orientation to the position.
6. Evaluation forms will be provided.

D. Academic Regulations

Transfer Policy - Students who have completed graduate courses at another institution may transfer six (6) credits with a grade of B or better if the courses are judged equivalent to those required in Molloy's Graduate Program, and if they have been completed within the last six (6) years.

Advisement - All students will meet with an assigned Graduate faculty advisor or the Associate Dean and Director of the Graduate Program for program planning and academic counseling. Students are responsible for contacting and meeting with the advisor or Associate Dean and Director at least once a semester. Since advisors' signatures are required on registration forms, it is necessary to make an appointment prior to the time of registration.

Readmission Procedure - Students who have not maintained matriculation and wish to resume studies are required to file an application for readmission with the Admissions Office. Such students are required to meet existing admission standards and program requirements of the graduate program at the time of reapplication. The statute of limitation for previously completed course work which is accepted for readmission may not exceed six (6) years.

Registration - Students are responsible for registering for course work or maintaining matriculation each semester until the degree is awarded. The graduate courses at Molloy are numbered from 5000-5990.

Full-time Study - Nine (9) credits per semester constitutes full-time study.

Part-time Study - Part-time study ranges from one (1) to eight (8) credits per semester.

Course Cancellation - The College reserves the right to cancel courses in which there is insufficient enrollment.

Matriculated Status - Students who have met the requirements of admission, have been accepted into the Graduate Nursing Program, and are seeking to fulfill all the requirements of the master's degree.

Non-matriculated Status - Students whose admission process is incomplete but are earning credits for the specific prerequisite or required graduate courses for the degree; or students who wish to take graduate courses without pursuing a degree. Such students must have the permission of the Associate Dean and Director of the Graduate Program. Should a non-matriculated student decide to work toward a degree, he or she must follow the regular admissions process.

Non-matriculated students should be aware that normally no more than 6 credits completed as a non-matriculated student may be used to fulfill requirements for a degree, and that non-matriculated status can be maintained for a maximum period of two years.

Provisional Status - Provisional status may be granted to students who have completed the entire admission process, but have not fully met the Graduate Program criteria. These students may register for courses and must receive a minimum cumulative GPA of 3.0 in the first 6 credits taken. Evaluation of academic records for matriculated status will follow completion of these courses.

Audit Policy - Graduate students will be permitted to audit courses on a space-available basis and with permission of the Associate Dean and Director of the Graduate Program and the instructor. Registration for audits will take place during the regular registration periods. However, final verification of acceptance into the course will be made on the first day of class. **Full-time Molloy students** - (9 or more credits) may audit any two additional courses to the maximum of 6 credits, free of additional charges, exclusive of the summer session and intercession. **Part-time students** - may audit one course to the maximum of 3 credits, free of additional charges. **Non-matriculated students** - will pay one-half the tuition and appropriate fees to audit a course. Clinical courses are not available for audit.

Students will be required to pay any special fee that may be attached to the course. Payment for audited courses must be made in full; the deferred payment plan is not available for use for audited courses. A student withdrawing from a course that is being audited will be granted a refund for tuition only if applicable, in accordance with the refund policy stated in the college catalogue.

If the status of a student changes at any time during the semester, the policy that relates to the current status of the student will be adhered to, (i.e., students dropping full-time to part-time status will be required to follow the policy of a part-time student). At no time will credit be granted for an audited course. However, the student may repeat the course for credit during another semester. Any change from audit status to credit or vice versa may be made up to the last day for program change (consult the academic calendar for actual date). Records of courses that have been audited will be retained and transcripts will be issued upon written request and submission of appropriate fee.

Temporary Leave of Absence - Approval of a request for a Leave of Absence will be granted to students wishing to take a temporary leave and to return to the College. Graduate students must notify the Associate Dean and Director of the Graduate Program. Leave of Absence forms are available in the office of the Registrar (Wilbur 235). Approval of a Leave of Absence maintains a student's matriculated status at Molloy College for one semester.

Only one approved Leave of Absence may be granted within a 12-month period, except for the following: military leave, jury duty, and any conditions covered by the Family and Medical Leave Act of 1993. Approval of a subsequent leave for any of these three reasons will be limited to no more than 30 days; and the total of both leaves may not exceed 180 days during a 12-month period. The 12-month period would begin on the first day of the initial Leave of Absence.

Students who do not return from an authorized Leave of Absence will be considered to have withdrawn from the College as of the date they began their Leave of Absence. This will affect the grace period for loan assistance under Title IV.

Students, who wish to request a subsequent Leave of Absence after a 12-month period has lapsed, must once again apply, in writing to the Office of the Registrar on the appropriate form.

Withdrawal - A status designated for students who withdraw from Molloy College and do not intend to return.

Undergraduate Enrollment in Graduate Courses - Undergraduates may enroll in graduate courses with permission of the Associate Dean and Director of the Graduate Program and the instructor teaching the course. The number of undergraduate students may not exceed 10% of the total class enrollment. Master's courses that are credited to the baccalaureate degree may not be applied toward the Master's Degree. Undergraduates are requested to register during late registration.

Graduate Study at Other Institutions - It is expected that a graduate student's course of study will be conducted at Molloy College. When extenuating circumstances require it, graduate nursing students matriculated at Molloy College may study at other institutions and transfer up to six (6) credits with a grade of "B" or better in comparable non-nursing courses at the discretion of the Graduate Associate Dean and Director. The Semester Withdrawal policy would be applied in these cases. In all cases, transferred credits from other institutions will be limited to no more than a total of six (6) credits.

E. Academic Standards

Progression of students is governed by academic standards.

Matriculation - Matriculation is maintained by registering for two semesters in each academic year unless the student has obtained an authorized semester withdrawal.

Maintenance of Academic Standards - The quality point index requirement for graduation is 3.0. Maintenance of a 3.0 cumulative average is applicable to the degree. If the academic average falls below 3.0, the student will be withdrawn from the program.

Repeating Courses - A course in which the student receives a grade below (B-) or a Clinical grade of (F) may be repeated once. The option to repeat a course may not be used more than two times (for two different courses)

Grading Policy - The following grading system is used in the Graduate Program:

	Grades	Quality Point Index
A	93.0-100	4.0 (Superior)
A-	90.0-92.9	3.7 (Excellent)
B+	87.0-89.9	3.3 (Very Good)
B	83.0-86.9	3.0 (Good)
B-	80.0-82.9	2.7 (Lowest acceptable grade in nursing)
C+	77.0-79.9	2.3 (Not acceptable towards degree)
C	73.0-76.9	2.0 (Not acceptable towards degree)
F	Failure 60.0	0.0
AU	Audit (Audit requires permission of Program Director and the Instructor. No credit, no quality points)	
I	Incomplete (Computed as Failure: Some requirement of the course is lacking. Automatically becomes an "F" if requirement is not met within a specified time.)	
WF	Withdrawn-Failing (Computed as a failure.)	
W	Withdrawn-Passing (no credits earned and no quality points)	
WA	Withdrawn-Absent from the last class meeting or final	
WIP	Work-in-Progress	
P	Pass (Represents competency in meeting course requirements. No letter grade or computation for GPA is given)	
NA**	Never Attended (No credits earned and no quality points)	
**NA	is no longer available as a final grade, effective Fall 2004.	

The grade of "I" is earned in a course when the student has not completed all course requirements. It is a substitute grade given only with the approval of the Instructor and Graduate Associate Dean and Director at the specific request of the student prior to the end of the course. Approval is granted only when the student demonstrates circumstances beyond his/her control which temporarily prevents completion of the course work. All "incompletes" must be resolved by the dates indicated in the Academic Calendar for each semester. Any extension beyond the published dates of the Academic Calendar requires written approval of both the instructor and the Associate Dean and Director of the Graduate Program.

Withdrawal is made from the Registrar's Office and requires signature of the Instructor, the Graduate Associate Dean and Director, and the Financial Aid Officer, if the faculty is aware and agrees. Students will be permitted to withdraw from a course with a grade of "W" up to the last academic day of class prior to Final Exam week (refer to Academic Calendar for exact dates) with a grade of "W" or "WF" as determined by the Instructor and based on the student's work up to that time. "WF" grades will be equivalent to "F" and computed in the student's index. (For refund policy see College Catalogue.)

Pass/Fail Option - In selected graduate courses in the curriculum, the student may be offered the option of taking the course on a Pass/Fail basis. Notification for this option must be made in writing to the Office of the Registrar by the dates indicated in the Academic Calendar for each semester. Forms are available in the Office of the Registrar. Once approved, the request for Pass/Fail stands and the student may not petition for a change to a letter grade. Pass/Fail options are limited to one (1) three-credit course.

- F. Academic Integrity - The College maintains and affirms a strong policy of academic honesty. Every member of the academic community has a duty neither to cheat nor to condone cheating, fabrication, plagiarism, or facilitation of academic dishonesty. Academic infractions are subject to disciplinary action. (Refer to College Graduate Handbook)
- G. Grade Appeal - (Academic Review Process) - Students share responsibility for their learning and are expected to meet program and course requirements. Students are entitled to timely, fair and equitable evaluation of their academic work. A student, who has a question or issue regarding grading, initiates the Academic Review Process.

Informal Process:

- Step One: A student, who has an academic issue, meets with the faculty concerned. The intent of this meeting is to discuss the academic problem and together seek resolution.
The student has the option to move to Step Two if there is failure to obtain a satisfactory agreement.
- Step Two: A meeting between the student, faculty and Associate Dean and Director of the Graduate Program is held in a second attempt to reach a resolution.
The student has the option to move to Step Three if there is failure to solve the problem.

Formal Process:

- Step Three: a. The student submits a completed Academic Review Form to the Dean of the School of Nursing.
b. A formal meeting is held with:
Dean of the BHSNHS
Associate Dean and Director of Graduate Program
Faculty
Student
Student selected non-legal person
c. The student has the option to move to Step Four if there is a failure to obtain a satisfactory solution.
- Step Four: Student implements the Molloy College Grade Appeal Process. Refer to the **Molloy College Undergraduate/Graduate Student Handbook and Calendar**. It is the responsibility of the student to obtain the instructions and to observe the deadlines for filing an appeal. **The academic review process must be initiated within ten (10) school days of receipt of grade by the student. The final grade appeal process must be initiated within 30 calendar days of the receipt of the grade by the student.**

- H. Exit Interview
An exit interview with the Associate Dean and Director of the Graduate Program is required for students who choose to withdraw from the program, as well as for students whose grades do not meet the program requirements. This is necessary in order to identify retention problems and plan solutions.

I. Graduation Requirements

1. Completion of minimum program credit and clinical hours.
2. Completion of program in seven (7) Academic Years.
3. Maintenance of a 3.0 cumulative average. (Grades below B- are not applicable to the degree.)
4. Successful completion of a research proposal suitable for the conducting of research.
5. Completion of an online application for the degree not later than the deadline shown in the Academic Calendar. Application is found in Lion's Den under "My Academics".
September 1st for January graduation
December 1st for May graduation
May 1st for August graduation
6. Program Completion Survey distributed and submitted by student at last class meeting.

N.B. - Students should make certain that their academic records are in proper order at the time they make application for the Master's degree. If they are unable for any reason to take a prescribed course in the regular semester, it is their responsibility to take the course later on. They should not request a waiver for the course at a subsequent date nor should they expect the course to be offered at any unusual time to meet their personal convenience.

J. Americans with Disabilities

Molloy College is in compliance with Section 504 of the Rehabilitation Act of 1973 and with ADA requirements. All admitted students submitting a current and appropriate evaluation/diagnostic test by a certified expert in the field, indicating such need will be eligible for assistance.

Identification of Campus Coordinators:

AIDA/Section 5004 Coordinator	DSS/STEEP	C011 *516.323.3316
AIDS Coordinator	School Nurse	K310 *516.323.3467
Nondiscrimination Coordinator Title VII & IX	Human Resources	K124 *516.323.3050

K. School Honors

Awarded at May graduation to students of outstanding scholarship in their area of concentration. Two BHSNHS honors will be awarded to the Graduates earning the highest cumulative index (honors and honorable mention). January, May, August and December graduates are all eligible for BHSNHS Honors.

III. SCHOOL POLICIES

A. Hierarchy of Communication for Academic Problems

For resolution of academic problems, the sequential steps listed here are to be followed:

1. Make an appointment with individual instructor to discuss problem.
2. Make an appointment with the Associate Dean and Director of the Graduate Program and then, if necessary or desired, with the Dean of the BHSNHS to discuss the problem.
3. Make an appointment with the Vice President for Academic Affairs to discuss the problem.

B. Network for Assistance with Personal Problems

Services are available to nursing students who find themselves in need of counseling. The BHSNHS offers the following suggestions for those students who need assistance with personal problems:

1. Academic Problems:
 - a. Refer to A (above) for proper hierarchy of communication for assistance in dealing with academic problems.
 - b. Individual faculty members might be of assistance regarding suggested avenues for obtaining tutorial help with course work. However, the responsibility for acting upon such suggestions lies solely with the student.
 - c. For additional assistance, the student may contact his/her own academic advisor who might offer suggestions as to how to obtain help with academic problems.
2. Health Problems:
 - a. Contact the Health Services Office, Kellenberg Room 310, 516.323.3467 for assistance in locating appropriate medical services for a particular health problem.
3. Additional Personal Problems:
 - a. Students are referred for academic issues either by the Associate Dean of Academic Services or faculty or the Associate Dean and Director. An appointment is necessary with the Director of Personal Counseling, 516.323.3484 who may be able to assist with:

Crisis Management	Domestic Violence Concerns
Stress Management	Grief, Anxiety, Depression Counseling
Conflict Resolution	Alcohol and Substance Abuse Issues
 - b. For additional guidance in the areas of stress and coping, either in school or at home, the student may seek the assistance of the Office of Information and Referral Services of the Nassau County Department of Mental Health. The student may also wish to contact the Financial Aid Office for assistance with those problems which interfere with career goals as a result of financial difficulties.

C. Pre-Clinical/Practicum Requirements

Maintenance of high standards of health practice is the responsibility of every citizen.

NOTE: Students are responsible for their own health insurance. Prior to enrolling in clinical/practicum courses, graduate students are required to have the following on file in the Graduate Office. All clinical/practicum documents are to be submitted to Hagan Room 305. It is student's responsibility to keep Physicals up to date.

1. Current New York State license registration certificate.
2. Malpractice insurance appropriate to your program (Registered Nurse or Nurse Practitioner -addend to NP Student) with coverage of \$1,000,000 per claim/\$3,000,000 aggregate.
3. Cardio-Pulmonary Resuscitation (CPR) certification. MUST BE BLS for Healthcare Providers/Professional Rescuers.
4. Evidence of OSHA Training (Infection Control & Barrier Precautions)
5. A completed BHSNHS Physical Form required as per School schedule.
(Please be sure that you maintain a copy for your records.)
 - a. New York State Public Health Law 2165 requires post-secondary students attending colleges and universities to demonstrate proof of immunity against measles, mumps and rubella.
 - b. Additionally, clinical agencies require the following:
Titres for Varicella (Chicken Pox), Rubeola (Measles), Rubella (German Measles) and Mumps. Please attach a copy of the lab reports. Titres once submitted need not be repeated. An annual PPD/Quantiferon Tuberculin Test. A Chest X-ray is necessary only if a PPD/Quantiferon is positive. Tetanus/Diphtheria booster (every ten years). See appendix for Immunization Policy.
 - c. Yearly Influenza Vaccination or student must sign Influenza Declination Statement
 - d. OSHA Guidelines and clinical agencies require the Hepatitis B Vaccination. If you decline vaccination, you must sign the declination on the BHSNHS Physical Form
6. A drug screen may be required by clinical agencies. See the current Molloy College Student Planner/Handbook for further information. (www.molloy.edu)

Physical Due Date:

Initial Physical - Required for your first clinical or practicum experience Adv. Phy. Assess, N5320 & N5420) and then annually as per the following schedule:

- *Summer Semester:** Completed after March 15 and submitted before **April 15**.
Fall Semester: Completed after June 15 and submitted before **July 15**.
Spring Semester: Completed after November 1 and submitted before **December 1**.

*Note: courses listed in the Catalog as Summer offerings (clinical)

Annual Physical - Required on the anniversary of your initial physical. This includes PPD & Quantiferon testing. See Appendix for Initial and Yearly Physical requirements.

Students are required to wear a Molloy College ID Photo Badge. ID badges will be issued by the Department of Public Safety during the first weeks of the semester. See e-mail reminders or call 516.323.3500. You must present a copy of your class schedule that clearly shows your ID number or present a bill at the time you have your picture taken. Plain lab coats are to be worn (no institutional patch) with the ID badge clearly visible. Appropriate footwear. NO sneakers or sandals.

No student will be permitted in Clinical/Practicum settings without completing their Pre-Clinical/Practicum requirements. Please submit all documentation to Hagan Room 305. A fee of \$50.00 will be charged to process materials after the due date. If the completed physical form is not submitted by the first day of class, registration in the clinical course will be canceled.

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
HOSPITAL ORIENTATION FOR CLINICAL PRACTICUMS

Please be aware, that the Nassau Suffolk Hospital council has created a Universal Student Orientation for those individuals in the clinical setting. This is a power point presentation of 78 slides. At the same time, the Northwell Health System has also developed a web based orientation for students. It is the student's responsibility; if you are attending a **Hospital based** clinical practicum to view the appropriate orientation prior to starting your clinical assignment. You will be able to access either orientation by following these directions:

Go to the Molloy Website at www.Molloy.edu

Click on Molloy Life

Click on "LION'S DEN Portal"

Do not sign in.

CLICK on the orange tab at the top labeled, "NURSING ORIENTATION". This will bring up the instructions.

Once you identify which orientation you need to view, you can either click on the web link to the Northwell orientation or click on the PowerPoint presentation for the Universal Orientation. The link is found on the right hand column.

In both instances, there is a post test. **For the Northwell Program**, you MUST print and sign the test, the attestation form and the program evaluation form and return to Hagan, Room 305. Next, under the faculty programs, complete the "CONFIDENTIALITY AGREEMENT AND ACKNOWLEDGEMENT REGARDING USE OF COMPUTERS, EMAIL AND THE INTERNET; please print sign and return this form to Hagan, Room 305. **For the Universal Orientation**, you must print the post-test answer sheet and return to Hagan, Room 305. These Orientations are kept on file. THEY WILL BE FORWARDED TO THE INSTITUTION.

NOTE: Only your Graduate Instructor will clear you to start your clinical experience. All documentation must be in place, including this orientation piece, prior to clearance for a site.

NORTHWELL HOSPITALS

Long Island Jewish Forest Hills
Franklin Hospital
Cohen Children's Medical Center
Glen Cove Hospital
Huntington Hospital
Long Island Jewish Medical Center
North Shore – Manhasset
Plainview Hospital
Southside Hospital
Staten Island University Hospital
Lenox Hill
Syosset Hospital
Zucker Hillside Hospital
JT Mather Memorial Hospital
South Oaks Hospital
Phelps Memorial Hospital
Peconic Bay Medical Center
Northern Westchester Hospital
Long Island Jewish Valley Stream
MEETH

NASS/SUFF UNIVERSAL

Brookhaven Memorial Hospital
Eastern Long Island Hospital
Good Samaritan Hospital Medical Center
St. Catherine of Siena Medical Center
St. Charles Hospital
St. Francis Hospital
South Nassau Communities Hospital
Nassau University Medical Center
Stony Brook Univ. Medical Center
Veterans Affairs Medical Center
Mercy Medical Center
St. Joseph's Hospital
Southampton Hospital
Winthrop University Hospital

D. Drug and Alcohol Policy

Drug Screening

Molloy College is committed to maintaining a quality educational experience for its students, and to complying with the regulations from its affiliating agencies. Some of those agencies require that students undergo drug screening prior to entering the facility. Students will be informed of the regulation and will be asked to sign a form that delineates the process for and the consequences of a positive test result. This form is maintained in the student's departmental file and the student is given a copy. The agency usually schedules and implements such testing.

If a student tests positive the following steps are taken:

- The student and the instructor/school are notified by the testing institution of a positive screening.
- The student is to meet with the appropriate Molloy College Associate Dean and Director or Dean to discuss action to be taken.
- The student withdraws from the clinical course(s).
- Notice is given to the Dean of Students for direction regarding counseling and further testing. Communication is maintained between the Dean of Students and the appropriate Associate Dean and Director.
- The student may be directed to take a leave of absence until intervention and treatment are completed and follow-up testing is negative.
- An approved counseling site that provides documentation of testing is identified by the student in conjunction with the covering health plan.
- The student is on a leave from all clinical courses until successful completion of intervention and treatments. Documentation from the agency of completion of treatment is required to be provided to the Associate Dean and Director or Dean of the BHSNHS
- A program of random testing will continue throughout the student's course of study and a subsequent positive drug screening will require program withdrawal.
- All documentation related to the events is maintained confidential in the office of the Associate Dean and Director or Dean and are destroyed upon graduation of the student.

If a student fails to comply with this policy, the usual disciplinary process will apply.

Substance Abuse

Any nursing student under the influence of alcoholic beverages or illegal substances on campus or during clinical experience is subject to disciplinary action as stated in the Molloy College Student Handbook.

A nursing student reporting to clinical agency under adverse influence of any type will not be permitted to remain in the agency that day. If warranted, the matter will be referred to the School of Nursing's appropriate Dean for further evaluation and disciplinary action.

Approved July 2012
Adapted Fall 2012

E. Clinical Practicum Policy

The Preceptor

1. Qualifications

a. Nurse Practitioner Program

1. Nurse Practitioner or physician
2. Current New York State license.
3. The same specialty area or allied field as the program of study.
4. Philosophy of the preceptor and nursing program are compatible.

b. All Others

1. Master's Degree preferred (Clinical settings).
2. Doctorate preferred (Education settings).
3. Experience in current position.
4. Previous experience as Preceptor or experience working with Master's level students preferred.
5. Expert clinician, teacher, manager or information technologist.
6. Congruence between preceptor's and Graduate program's philosophy of nursing and education.

2. Responsibilities

- a. Program objectives can be met through the educational experiences provided by the preceptor in collaboration with the faculty.
 - b. Recognize special needs of students and provide receptive and conducive atmosphere for learning.
 - c. Role of student is recognized and not confused with service functions.
 - d. Act as a resource by providing expert knowledge, critical decision making and skill.
 - e. Function as a role model by providing a unique style of leadership as an independent and interdependent professional.
 - f. Participate in evaluation of student learning using Molloy Clinical Competency Tool.
 - g. *Review Collaborative Practice Agreement with student and faculty member.
 - h. *Share protocols with student.
- *Nurse Practitioner Preceptors only.**

The Graduate Student (Responsibilities)

- a. Students registering for a clinical course are responsible for submitting all required paperwork to Hagan 305 **AND to keep it updated. See Physical Form for Requirements in Appendix.**
- b. Clinical placement will be arranged by the Program Coordinator. Student will be notified when facility has confirmed placement. It is suggested that student contact the facility to determine if they require any other mandatories and to establish schedule with preceptor.
- c. Students must fill out the preceptor placement form with current personal information and submit to **Hagan rm. 305** prior to the dates indicated below:
1st week of June for Fall Semester
1st week of October for Spring Semester
1st week of April for Summer Semester (when courses are offered)
- d. If the site is a hospital, proper on-line orientation must be completed per specific site locations.
- e. Clinical experience may begin, **after receiving clearance from faculty member on first class date.**
- f. If students begin a clinical without proper clearance, these clinical hours **will not** be counted towards their practicum experience.
- g. All clinical hours are to be maintained in a log, which must be signed off by the preceptor on a daily basis.

- h. Faculty will be making at least one site visit to evaluate the student in the Clinical Practicum area. It is the student's responsibility to identify three dates in which the faculty member will schedule a site visit.
- i. Students who have not arranged a site visit by the half-way point of the practicum hours will not have any further hours counted towards their clinical practicum hours.
- j. The faculty member will observe and evaluate a student conducting an episodic history and physical examination on a patient at the clinical site. Do not set up a site visit unless your preceptor is available and a patient is identified for you to examine.
- k. The faculty member will complete an evaluation form and the student will sign the evaluation. This form will be submitted to the Graduate Office and placed in your permanent record.
- l. Student will complete evaluation form. (SEE APPENDICES)

Faculty Member (Responsibilities)

- a. Clinical Coordinators will meet and assign preceptors. Faculty will receive notification of assignments.
- b. Faculty **cannot** clear any student for clinical until all “**Pre-clinical Requirements**” are submitted to Mary Jane O'Malley (Hagan 305) (**See Requirements in Appendix**) and **specific orientation mandatories per site have been met.**
- c. Students are *prohibited* from starting any clinical practicum hours until they have clearance from the Faculty member. Students who begin any clinical hours without proper clearance **will not** have any of these clinical hours counted towards their Practicum requirements.
- d. Faculty will act as a resource to Preceptor and Graduate Student during the clinical rotation and will maintain periodic contact with the Preceptor and Graduate Student in person and by phone to evaluate student progress. One on-site visit, at minimum, approximately half way through the practicum experience is required with additional visits made, at the discretion of the faculty, to evaluate student progress.
- e. Faculty will evaluate the student, during the site visit with the preceptor and the student, using the Clinical Competency Tool. The faculty member with preceptor in attendance will observe and evaluate student conducting an episodic history and physical examination on a patient at the clinical site.
- f. The faculty member will submit the preceptor evaluation forms, the faculty evaluation form and the clinical log hours complete with student and preceptor signatures to the Graduate Office.

F. APA Format

Students are required to use the format of the Publication Manual of the American Psychological Association (current edition) for all assigned written material in the Master's Program.

G. Critical Thinking Definition:

Critical thinking is “the rational examination of ideas, inferences, assumptions, values, beliefs, and Actions “Bandman & Bandman” (1988). Critical Thinking in Nursing. Conn: Appleton & Lange, p. 5. Critical thinking underlies independent and interdependent decision-making and is essential to the implementation of the Humanistic Nursing Framework's concepts and sub-concepts.

Mechanisms

Initial evaluation of critical thinking:

The graduate/post-graduate advanced certificate program applicant is to write an essay/letter stating goals aspirations and philosophy of nursing as a component of the admission package. This is reviewed and assessed in light of critical thinking elements and writing ability.

H. Plagiarism

Plagiarism is the presentation of another's writing or another's ideas from the literature as one's own. Legally, socially and academically it is considered a form of theft and usually results in automatic failure on the paper or in the course and may result in an inability to repeat the course. Students who have plagiarized may be referred to the Associate Dean for Academic Support Services. Repeated plagiarism may result in dismissal from the college (See College Graduate Student Handbook).

I. Student Clinical/Practicum Injury

If a student is injured in the clinical area, the following steps are to be taken.

*******All students are expected to carry their own health insurance.*******

1. Student must notify Clinical/Practicum Mentor and Faculty Member.
2. Clinical/Practicum Mentor or Faculty Member will take the student to the emergency room for appropriate treatment.
3. Clinical/Practicum Mentor or Faculty Member will notify the agency In-Service Department and the College BHSNHS office.
4. Clinical/Practicum Mentor or Faculty Member will complete agency incident report and College accident report for College Health Office.

Students who are injured, become ill, have exposures or other health-related issues at a clinical practicum site will be required to follow the respective clinical agency policy and protocol for evaluation and treatment. Any charges will be billed to the student's health insurance plan. Costs not covered by the insurance plan are the responsibility of the student.

J. Non-Discrimination in Nursing Practice

In order to meet the learning needs of the student, and in keeping with the philosophy of the Molloy Nursing Program, client assignment will be made without discrimination toward diagnosis, value systems, sex, cultural background, or religion of the client.

K. Strike Policy

Procedures for Strikes at Affiliating Agencies

In the event of a strike at an affiliating health care agency, the following procedures are in effect:

1. The Dean or Associate Dean and Director of the Graduate Program will communicate to faculty that personnel at an affiliating agency are on strike or that a specific date for a strike has been set.
2. Faculty and/or students of the Molloy College community will not cross picket lines at the affected agency under any circumstances.
3. Faculty will communicate with the affected agency, their established policies regarding handling strikes.
4. Faculty will inform students of a strike in the clinical agency and attempt to provide alternative clinical experiences.
5. All incidents relating to the strike, e.g., phone calls, harassment, meetings, confrontations, should be reported in writing to the Office of the Vice President for Academic Affairs.

6. Administration will maintain contact with the affected agency. The Dean of the BHSNHS or the Associate Dean and Director of the Graduate Program will relay information to the Vice President for Academic Affairs.

In the event that strikers arrive at Molloy College, the following procedures are to be followed:

1. An Administrative Assistant will call Security (Ext. 3500) to advise that strikers are on the premises.
2. The decision to talk with strikers' rests with the administration of Molloy College and the Dean of the School of Nursing.
3. The administration present will communicate the results of the meeting with the Associate Dean and Director of the Graduate Nursing Program.
4. The disputing agency will be notified of the strikers' visit by the appropriate College personnel.
5. Faculty may speak with the strikers or may refer them to the Office of the Vice President for Academic Affairs. Faculty must identify if they are speaking as individuals or representatives of Molloy College.

L. Infectious Disease Policy for Students and Faculty of the Hagan School of Nursing

Nassau County Department of Health:

Please Note:

- a. New York State Public Health Law 2165 requires post-secondary students attending colleges and universities to demonstrate proof of immunity against measles, mumps and rubella.
- b. Additionally, clinical agencies require the following tests which identify immunity levels: Titers are required for: (i) Varicella (Chicken Pox), (ii) Rubeola (measles), (iii) Rubella (German Measles) and (iv) Mumps and **Hepatitis B**. Lab reports of the **five** titers are required. (See appendix for Immunization Policy)
- c. Routine chest x-rays are not required. An x-ray is necessary if a PPD Tuberculin Test is positive.
- d. Yearly Influenza Vaccination or student must sign an Influenza Declination statement.
- e. The following items are recommended as a means of fostering health:
 - i. SMA6
 - ii. Pap Smear
 - iii. Sickle Cell Preparation (when appropriate)
- f. Hepatitis B vaccine is required prior to beginning clinical practice. (Follow-up titer recommended). A student who declines immunization must complete a declination form to be filed in the School of Nursing.
- g. Individual clinical agencies may require additional testing such as drug screening or PPD testing. An informed consent regarding Drug Screening is to be signed by students and will be kept on file in the School of Nursing. Students will be notified about any additional testing required.

Rev. 8/2019

Institutional Guidelines

Molloy College believes that it has a moral commitment to its students, faculty, and the community to demonstrate compassion and understanding toward individuals who have communicable or infectious diseases.

Molloy College in accordance with sections 503 and 504 of the Rehabilitation Act of 1973, will not discriminate against such individuals, nor will it discriminate against any individual based on the perception that he or she is a member of a group of risk for such infection.

The following document has assisted in the formulation of this policy:

The American Nurses' Association "**Ethics in Nursing: Position Statement and Guidelines**" (2001)

M. Social Media Use

Social media is defined as media designed to be disseminated through internet, social interaction sites. Examples include but are not limited to LinkedIn, Twitter, Facebook, Instagram, Second Life, Flickr, YouTube, MySpace and text messaging. All laws, professional expectations and guidelines for interacting in person apply online as well.

Students are not to post confidential or proprietary information about patients, other students or faculty. Students must follow the applicable federal requirements such as FERPA and HIPAA in cyberspace. Students must also adhere to all Molloy College policies as noted in the Student Handbook. Students who share confidential information do so at the risk of disciplinary action.

Students may consult the National Council State Boards of Nursing's "*A Nurse's Guide to the use of Social Media*" for more information on this issue. The brochure is available in C217 or can be accessed on line at <https://www.ncsbn.org/2930.htm>.

Approved July 2012
Adopted Fall 2012

Universal Blood and Body Fluid Precautions

All health-care workers should routinely use appropriate barrier precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluid of any patient is anticipated. Gloves should be worn for touching blood and body fluids, mucous membranes, or non-intact skin of all patients, for handling items or surfaces soiled with blood or body fluids, and for performing venipuncture and other vascular access procedures. Gloves should be changed after contact with each patient. Masks and protective eyewear or face shields should be worn during procedures that are likely to generate droplets of blood or other body fluids to prevent exposure of mucous membranes of the mouth, nose, and eyes. Gowns or aprons should be worn during procedures that are likely to generate splashes of blood or other body fluids.

Hands and other skin surfaces should be washed immediately and thoroughly if contaminated with blood or other body fluids. Hands should be washed immediately after gloves are removed.

All health-care workers should take precautions to prevent injuries caused by needles, scalpels, and other sharp instruments or devices during procedures; when cleaning instruments; during disposal of used needles; and when handling sharp instruments after procedures. To prevent needle stick injuries, needles should not be recapped, purposely bent or broken by hand, removed from disposable syringes, or otherwise manipulated by hand. After they are used, disposable syringes and needles, scalpel blades, and other sharp items should be placed in puncture-resistant containers for disposal; the puncture-resistant containers should be located as close as practical to the use area. Large-bore reusable needles should be placed in a puncture-resistant container for transport to the reprocessing area.

Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use in areas in which the need for resuscitation is predictable.

Health-care workers who have exudative lesions or weeping dermatitis should refrain from all direct patient care and from handling patient-care equipment until the condition resolves.

Pregnant health-care workers are not known to be at greater risk of contractive HIV infection than health care workers who are not pregnant; however, if a health care worker develops HIV infection during pregnancy, the infant is at risk of infection resulting from perinatal transmission. Because of this risk, pregnant health-care workers should be especially familiar with and strictly adhere to precautions to minimize the risk of HIV transmission.

Implementation of universal blood and body-fluid precautions for all patients eliminates the need for use of the isolation category of "Blood and Body Fluid Precautions" previously recommended by CDC for patients known or suspected to be infected with blood-borne pathogens. Isolation precautions (e.g. enteric, "AFB") should be used as necessary if associated conditions, such as infectious diarrhea or tuberculosis, are diagnosed or suspected.

Precautions for invasive procedures

In this document, an invasive procedure is defined as surgical entry into tissues, cavities, or organs or repair of major traumatic injuries 1) in an operating or delivery room, emergency department, or outpatient setting, including both physicians' and dentists' offices; 2) cardiac catheterization and angiographic procedures;

3) a vaginal or cesarean delivery or other invasive obstetric procedure during which bleeding may occur, or 4) the manipulation, cutting, or removal of any oral or perioral tissues, including tooth structure, during which bleeding occurs or the potential for bleeding exists. The universal blood and body-fluid precautions listed above, combined with the precautions listed below, should be the minimum precautions for all such invasive procedures.

1. All health-care workers who participate in invasive procedures must routinely use appropriate barrier precautions to prevent skin and mucous-membrane contact with blood and other body fluids of all patients. Gloves and surgical masks must be worn for all invasive procedures. Protective eyewear or face shields should be worn for procedures that commonly result in the generation of droplets, splashing of blood or other body fluids, or the generation of bone chips. Gowns or aprons made of materials that provide an effective barrier should be worn during invasive procedures that are likely to result in the splashing of blood or other body fluids. All health-care workers who perform or assist in vaginal cesarean deliveries should wear gloves and gowns when handling the placenta or the infant until blood and amniotic fluid have been removed from the infant's skin and should wear gloves during post-delivery care of the umbilical cord.
2. If a glove is torn or a needle sticks or other injury occurs, the glove should be removed and a new glove used as promptly as patient safety permits; the needle or instrument involved in the incident should also be removed from the sterile field.

From Centers for Disease Control

Policy Guidelines for Students

- A. Infectious disease information will continue to be part of the curriculum. Educational materials specific to the needs of students in the BHSNHS will continue to be developed by the curriculum committee and specific specialty groups.
- B. Informational, referral, and similar support services will be provided to students by the Health Services Office. Requests for information and services regarding communicable and infectious disease will be treated with respect for privacy and confidentiality.
- C. Decisions regarding admission to Molloy's BHSNHS will be made on the basis of academic and related qualifications. Proof of current antibody titres or immunizations, as mandated by the New York State Health Department and/or affiliating clinical agencies, will be required of nursing students.

- D. As long as their medical condition permits, all nursing students will be allowed equal access to college facilities for the purpose of academic, clinical or social activities.
- E. In the event that a student is exposed to a communicable or infectious disease, the policy of the institution in which the exposure occurred will be followed. Counseling regarding treatment, referral, testing, and follow-up may be provided by the institution and by the college Health Service Office. The benefits of such interventions will be discussed, but such actions will not be required. Such incidents and any follow-up will be treated as confidential and privileged information.

Policy Guidelines for Faculty

- A. Faculty will follow current CDC guidelines when teaching infectious disease content.
- B. Informational, referral, and similar support services will be provided to faculty with communicable or infectious diseases by the Health Services Office. Requests for information and services will be treated with respect for privacy and confidentiality.
- C. Decisions regarding employment at Molloy will be made on the basis of academic and related qualifications. Proof of current antibody titres or immunization, as mandated by the New York State Health Department will be required of faculty. Where applicable, faculty will be required to submit proof of ongoing health care.
- D. As long as their medical condition permits, all faculty will be allowed equal access to college facilities for the purpose of academic, clinical or social activities.
- E. In the event that a faculty member is exposed to a communicable or infectious disease, the policy of the institution in which the exposure occurred will be followed. Counseling regarding treatment, referral, testing, and follow-up may be provided by the institution and by the college Health Services Office. The benefits of such interventions will be discussed, but such actions will not be required. Such incidents and any follow-up will be treated as confidential and privileged information.

Guidelines for Clinical Experiences

Universal Precautions, as established by the CDC, must be followed by students and faculty during all clinical experiences.

- A. Guidelines in the use of protective precautions, equipment, and supplies necessary to minimize the risk of infection will be provided to the students as per CDC guidelines.
- B. Students will be held accountable during clinical experiences for the safe and effective use of recommended protective measures. When monitoring reveals a failure of the student to follow recommended precautions, counseling and re-education will be provided by the School of Nursing.

- C. Prior to entering the clinical area, it is the responsibility of the student to become familiar with current information on the epidemiology, modes of transmission, and prevention of infectious disease; and the need to follow the guidelines for the use of Universal Precautions.

IV. PROFESSIONAL ORGANIZATIONS

A. American Association of Colleges of Nursing (AACN)

Promotion and improvement of higher education for professional nursing. Promotes research and provides for the development of academic leaders.

B. American Nurses Association (ANA)

Establishes standards of nursing practice, education, and services. Promotes educational and professional advancement, and the general welfare of registered nurses.

C. Commission on Collegiate Nursing Education (CCNE)

National professional accrediting body for baccalaureate and higher degree programs.

D. National League for Nursing (NLN)

Provides educational programs and promotes legislation supportive of health services and Accreditation of nursing education programs.

E. New York State Nurses Association (NYSNA)

Promotes educational and professional advancement of registered nurses on a state level. District #14 is the local level of State Nurses Association for those in Brooklyn, Queens and Nassau.

F. Sigma Theta Tau (STTI)

The International Nursing Honor Society - Chapters are located across the United States and in several foreign countries. Molloy's Chapter is Kappa Epsilon, which recognizes superior academic achievement; promotes and recognizes the development of leadership qualities; fosters high professional standards; encourages expression of an individual's creativity in nursing and strengthens commitment to the ideas and purposes of the profession.

V. COMMITTEES WITH GRADUATE STUDENT REPRESENTATIVES

A. Process for Graduate Student Election to BHSNHS Graduate Committee and Molloy College Governance Committees:

- During the Spring semester, the Graduate Office will distribute information regarding committees available for election to all matriculated graduate students. Included will be information regarding committee focus and responsibility.
- Students interested in serving on a committee may self-nominate or may nominate another graduate student. Nominating another graduate student requires that student's agreement.
- The completed nomination form is returned to the Graduate Office, as per the date noted.
- Ballots are then distributed to all matriculated graduate students for return to the Graduate Office in a sealed envelope within a two-week period.
- Notices of results are posted on the graduate bulletin board upon notice to each elected student.
- All elected students begin their term of office in the ensuing academic year.

COLLEGE-WIDE COMMITTEES

There are four major committees: Graduate Academic Policies and Programs, Campus and Community Life, Financial Resource and Priorities and Planning. Graduate Programs (Education and Nursing) will seek volunteers to serve. Their duties and student membership on each are as follows:

B. Graduate Academic Policies and Programs Committee

Makes recommendations' regarding such matters as the introduction, continuation and elimination of programs and/or majors, academic disciplinary policies, academic standards, criteria for admissions and institutional academic scholarships.

C. Campus and Community Life Committee

Reviews and makes decisions regarding recommendations, petitions and/or concerns which may arise from any constituency; makes recommendations to the appropriate administrative officer concerning such matters as parking facilities and library services. The main goal of this committee is to foster the development of better student-faculty-administrators-staff interrelationships. Students are represented on this committee by the MSA President, one (1) student elected from MSG, three (3) students elected by the undergraduate student body and one (1) student elected from the graduate program.

D. Financial Resources Committee

Determines that the basic assumptions underlying the budget are compatible with the mission and goals of the College; reviews and makes recommendations to the President concerning such matters as the annual budget, enrollment effects, space allocation and financial aid. The Treasurer of the MSG is a student representative on this committee and one (1) student elected from the graduate program.

E. Priorities and Planning Committee

Establishes the long range goals of the College; integrates and prioritizes the needs for academic programs; receives decisions from other committees and ranks them in the order in which they will be fulfilled and/or sent to the Board of Trustees for approval. Student membership on this committee is that of the President of MSA, one (1) student elected from and by the undergraduate student body and one (1) student from the graduate program.

BHSNHS COMMITTEE

F. Graduate Nursing Committee

Sec. 1 Purpose:

Plan, develop, monitor and evaluate matters related to the Graduate Program. This includes curriculum, academic policies and procedures as well as the standards related to admission, progression, retention and graduation. Issues may be referred to the Graduate Committee by the Dean, Associate Deans and Directors, or by a recommendation of faculty and/or students.

Sec. 2 Responsibilities/Functions:

1. Plan, design, evaluate and update the Graduate Nursing curricula.
2. Discuss recommendations from students and faculty regarding changes in the Graduate curricula.
3. Bring to the general Nursing faculty, proposed Graduate curricular changes for a discussion and vote.
4. Evaluation Process
 - a) Implement formative and summative evaluative studies as to the effectiveness of the Graduate Nursing curricula.
 - b) Monitor and assess student evaluation tools.
5. Consider, discuss and act on recommendations from the American Association of Colleges of Nursing, the Commission on Collegiate Nursing Education, the National League for Nursing, the New York State Education Department, and the Middle States Association of Colleges and Schools (Commission on Higher Education) as they pertain to the Graduate Nursing curricula.

6. Liaison with faculty not represented through membership, who are teaching on a part-time basis to obtain input for Graduate curricular decisions.
7. Maintain liaison between the BHSNHS Graduate Nursing Committee and various agencies for mutual sharing.
8. Review and maintain the currency of learning resources appropriate to the Graduate curriculum:
 - a) Library holdings
 - b) Texts
 - c) Computer Assisted Learning materials
9. Make recommendations regarding the Graduate budget at least yearly.
10. Monitor procedures and standards related to admission, progression, retention and graduation.
11. Review and update Graduate Student Handbook.

Sec. 3

Membership:

1. Qualifications:
 - a. Earned doctorate in Nursing or allied field *
 - b. Previous teaching experience in baccalaureate and/or graduate nursing education.
 - c. Leadership and involvement in professional activities.
 - d. Content experience in curriculum development, research, method and design, and measurement and evaluation.
 - e. Involvement in current research, scholarly activities/publication(s).

* Faculty nearing completion of doctorate or ABD are eligible for this committee as are Nurse Practitioners teaching in the Master's program.
2. Eligibility:

Full time faculty members teaching in the Graduate Program hold membership on the Graduate Committee.
3. Composition:

All full time faculty teaching in the Graduate Program and the Associate Dean and Director of the Graduate Program. Two students from Graduate Program.
4. Term of Office - Length of Time:

Membership on this committee is maintained while teaching in the Graduate Program.

Sec. 4

Meetings:

Meetings are held 3x per semester and at the discretion of the Associate Dean and Director of the Graduate Program, who serves as Chairperson of the committee.

Sec. 5

Chairperson:

Associate Dean and Director of the Graduate Program shall serve as Chairperson of the Graduate Faculty Committee.

VI. AIDS TO LEARNING AND RESEARCH

A. Advisement

The Registrar will post an e-mail with instructions for reserving your courses. The Advisor will help you plan your academic progression. It is imperative that you meet with your respective Advisor after you reserve your course choices. Your Advisor will lock in your registration. Advisor appointments are accomplished on line. Your advisor is found in Lion's Den under "My Academics".

B. Resources

1. **College Academic Resource Center:** The College Academic Resource Center is available to students for assistance with writing, reading and note taking skills.
2. **Clinical Learning Lab:** The clinical learning laboratories in The Barbara H. Hagan Center for Nursing consist of 9 laboratories: 4 hands-on laboratories for bedside practice and 5 high fidelity simulation laboratories and a pediatric simulation suite; all located on the first floor of the Hagan building. The laboratories are available for students Monday thru Thursday 8 am to 8 pm, Friday 8 am to 6 pm and Saturday 8 am to 4 pm for review, testing and classes. The labs are staffed by Clinical Laboratory Instructors.
3. **Academic Enrichment Program (AcE):** The AcE assists students who encounter problems in their course of study. Students are taught to develop the skills necessary for test preparation, note-taking, text-reading, preparing oral presentations, and organizing term/research papers. The Center welcomes drop-ins as well as those referred by faculty
4. **Academic Computer Laboratory:** The Academic Computer Laboratory is available to all students. Various computer programs, such as Computer Assisted Instruction programs which address various nursing topics, provide academic support. The laboratory is located in Wilbur Arts Center in W205A and W208. Information Commons located on the 2nd floor of the Public Square.
5. **Libraries:** The James E. Tobin "JET" Library is a resource for all students. A library guidebook is available and materials unavailable at Molloy may be obtained via intercollegiate library system. Students are expected to utilize the periodical room of the library to familiarize themselves with the many resources available to them. Students are encouraged to keep abreast of current trends in nursing by subscribing to one or more nursing journals. Students may use all member libraries of the Long Island Regional Association of Colleges and Higher Education institutions.
6. **Media Services:** Media Services is located in Kellenberg Room 022. The library has a collection of DVDs, CDs, records, tapes, as well as viewing equipment. Equipment can be used here or borrowed for classroom or club meeting use. Assistance is available to help prepare student presentations.

7. **Alumni Lifetime Scholarships:** Graduation for Molloy students is truly a commencement. After receiving their degree, graduates may return as often as they choose to audit courses within the level in which the degree was awarded. With the payment of fees, alumni are always welcome at Molloy. Growth, recreation, and enhancement of the person are lifelong endeavors, totally congruous with "Molloy's lifetime scholarships." Records of courses that have been audited will be retained and transcripts will be issued upon written request and submission of the appropriate fee. At no time will credit be granted for audited courses.

VII. COLLEGE POLICIES

See Molloy College Student Planner/ Handbook

VIII. POST-MASTER'S ADVANCED CERTIFICATE PROGRAMS

A. Purpose and Overview

The purpose of the formal post master's advanced certificate programs is to provide advanced study for registered nurses without completing a second Master of Science degree in nursing. As with all Molloy College Nursing Programs, Post-Master's Advanced Certificate Programs were developed to meet both the career goals of nurses and society's needs.

The Post-Master's Advanced Certificate Program in Nursing Education is for those who plan to focus on teaching and the Post-Master's Advanced Certificate Programs in Nursing Administration and Nursing Informatics are for those who plan to expand their telepractice and managerial/administrative role. The Nurse Practitioner and Clinical Nurse Specialist Post-Master's Advanced Certificate Programs are designed to prepare advanced practice nurses in primary care of the adult, pediatric or family client.

Consideration is given to the learner as an adult. As such, students assume self-direction and identify their specific learning needs. Instructional methods demonstrate individualized learning and collaboration between students, faculty, mentors or preceptors.

B. Nursing Education, Nursing Administration, Nursing Informatics, and Nursing Administration with Informatics:

The primary focus of the Nursing Education Post Master's Advanced Certificate Program is on humanistic teaching/learning as it applies to nursing education in baccalaureate or associate degree programs as well as in-service, continuing education or community health programs.

The Nursing Administration Post Master's Advanced Certificate Programs have as their focus, humanistic management of human resources in a variety of health care settings requiring nursing services. The primary focus of the Nursing Informatics Post Master's Advanced Certificate Program is on theory and skills required to succeed as a nurse informaticist in a variety of health care environments that incorporate telehealth practice/health information systems. The theory/field experience courses provide for the testing of role theories, the exploration of role expectations and experience in role function. These programs are part-time and include 15 to 27 credits, 15-24 of which must be taken at Molloy College.

Admission

Requirements for admission into the Post-Master's Advanced Certificate Programs include:

1. Master's degree in nursing from a professionally accredited program. (Applicants from non-accredited programs may be considered for admission on an individual basis.)
2. Current, unencumbered NYS license registration certificate
3. Graduate GPA 3.0 on a 4.0 scale
4. One year of clinical nursing experience in specialty area
5. A personal interview
6. A completed application with 3 letters of reference that attest to clinical competency
7. Health and professional requirements as determined by the nursing program.
8. Current CV (Resume)

NOTE: Students are responsible for their own health insurance.

Course Offerings

<u>Course</u>	<u>Credits</u>
<u>Nursing Education</u> (27 credits)	
Advanced Practice Core:	
NUR 5190 Pathophysiological Basis in Pharm for Nurse Educators	4
NUR 5724 NE: Advanced Physical Assessment for Nurse Educators	2
NUR 5890 Specialty Prac. For Nurse Educators (30 experiential hours)	1
NUR 5290 Health Issues with a Global View	2
NUR 5300 Curriculum & Development	3
NUR 5310 Measurement & Evaluation	3
NUR 5320 Practicum in Nursing Education (90 experiential hours)	3
NUR 5280 Informatics for Nursing Educators	3
NUR 5700 Higher Education in America	3
NUR 5710 Creative Strategies for Teaching Nursing	3
<u>Nursing Administration</u> (21 credits)	
NUR 5150 Organizational Theory	3
NUR 5400 Administration I	3
NUR 5410 Administration II	3
NUR 5420 Practicum in Nursing Administration (90 experiential hours)	3
NUR 5430 Nursing Informatics I	3
NUR 5460 Human Resource Management	3
BUS 5570 Health Care Finance	3
<u>Nursing Administration with Informatics</u> (27 credits)	
NUR 5150 Organizational Theory	3
NUR 5400 Administration I	3
NUR 5410 Administration II	3
NUR 5420 Practicum in Nursing Administration (90 experiential hours)	3
NUR 5430 Nursing Informatics I	3
NUR 5440 Nursing Informatics II	3
NUR 5450 Nursing Informatics III (100 experiential hours)	3
NUR 5460 Human Resource Management	3
NUR 5480 Nursing Informatics IV (100 experiential hours)	3

Nursing Informatics (15 credits)

NUR 5430 Nursing Informatics I	3
NUR 5440 Nursing Informatics II	3
NUR 5450 Nursing Informatics III (100 experiential hours)	3
NUR 5460 Human Resource Management	3
NUR 5480 Nursing Informatics IV (100 experiential hours)	3

Clinical Nurse Specialist: Adult-Gerontology Health (20 credits)

NUR 5240 Advanced Pathophysiology	3
NUR 5380 Role of CNS	2
NUR 5730 Pharmacotherapeutics	3
NUR 5721 AGNP/CNS: Advanced Physical Assessment	3
NUR 5330 CNS: Foundations & Decision Making (125 clinical hours)	3
NUR 5340 CNS: Adult-Gero Health Practice I (125 clinical hours)	2
NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hours)	2
NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hours)	2

C. Nurse Practitioner

The Adult-Gerontology Primary Care Nurse Practitioner, Adult-Gerontology Acute Care Nurse Practitioner, Pediatric Nurse Practitioner-Primary Care, Family Nurse Practitioner-Primary Care and Family Psychiatric Mental Health Nurse Practitioner Post Master's Advanced Certificate Programs are designed to provide students with the knowledge, skills and abilities for advanced humanistic practice in primary care. Educational experiences in the classroom, Nurse Practitioner College Learning Laboratory and the clinical practica prepare students in the assessment of physical and mental health conditions, diagnosis of illnesses, and the performance of therapeutic and corrective measures within a specialization. The focus on advanced practice roles is to foster high levels of health through promotion, prevention and self-care. These programs may be full or part-time, include 23-29 credits and a minimum of 580 clinical hours (715 for FNP). Graduates are eligible for certification as a nurse practitioner in New York State, which grants prescriptive privileges. Graduates are also eligible to take the certification examinations offered by the American Nurses' Credentialing Center (a subsidiary of American Nurses' Association) and the National Certification Board of Pediatric Nurse Practitioners and Nurses.

Admission

Requirements for admission into the Nurse Practitioner Post-Master's Advanced Certificate Programs include:

1. Master's degree in nursing from a professionally accredited program. (Applicant's from non-accredited programs may be considered for admission on an individual basis.)
2. Graduate GPA 3.0 on a 4.0 scale.
3. Current New York State license registration certificate.
4. One year recent clinical experience in specialty area.
5. Three letters of reference that attest to clinical competency.
6. A personal interview.
7. Evidence of the successful completion of a basic physical assessment course or its equivalent as a prerequisite to Advanced Physical Assessment.
8. Students must take and pass a BPA competency exam prior to Advanced Physical Assessment
9. Health and professional requirements as determined by the nursing program. (See Pre-Clinical/Practicum Requirements)
10. Current CV (Resume)
11. A completed application.

Nurse Practitioner Programs
Advanced Practice Core

D.

<u>Course</u>	<u>Credits</u>
NUR 5240 Advanced Pathophysiology*	3
NUR 5721,2 or 3 Advanced Physical Assessment* (45 clinical hours)	3
NUR 5730 Pharmacotherapeutics*	3
NUR 5830 The Role of the NP *	2

*Prerequisites for acceptance into the Adult Gerontology Acute Care Nurse Practitioner Program

Nurse Practitioner Specialty Areas

Adult-Gerontology Primary Care Nurse Practitioner (15 credits)

NUR 5760 AGNP: Diagnostic Reasoning (90 clinical hours)	3
NUR 5871 AGNP: Diagnoses & Therapeutics I	2
NUR 5872 AGNP: Diagnoses & Therapeutics II	2
NUR 5873 AGNP: Diagnoses & Therapeutics III	2
NUR 5570 AGNP: Practicum in Primary Care I (155 clinical hours)	2
NUR 5580 AGNP: Practicum in Primary Care II (155 clinical hours)	2
NUR 5590 AGNP: Practicum in Primary Care III (155 clinical hours)	2

Adult-Gerontology Nurse Practitioner- Acute Care (18 credits)

NUR 5760 AGNP: Diagnostic Reasoning (90 clinical hours)	3
NUR 5881 AGACNP: Diagnoses & Therapeutics I	3
NUR 5882 AGACNP: Diagnoses & Therapeutics II	3
NUR 5883 AGACNP: Diagnoses & Therapeutics III	3
NUR 5891 AGACNP: Practicum I (155 clinical hours)	2
NUR 5892 AGACNP: Practicum II (155 clinical hours)	2
NUR 5893 AGACNP: Practicum III (155 clinical hours)	2

Pediatric Nurse Practitioner-Primary Care (15 credits)

NUR 5770 PNP: Diagnostic Reasoning (90 clinical hours)	3
NUR 5840 PNP: Diagnoses & Therapeutics I	3
NUR 5850 PNP: Diagnoses & Therapeutics II	3
NUR 5660 PNP: Practicum in Primary Care I (155 clinical hours)	2
NUR 5670 PNP: Practicum in Primary Care II (155 clinical hours)	2
NUR 5680 PNP: Practicum in Primary Care III (155 clinical hours)	2

Family Nurse Practitioner-Primary Care (18 credits)

NUR 5780 FNP: Diagnostic Reasoning (90 clinical hours)	3
NUR 5810 FNP: Diagnoses & Therapeutics I	3
NUR 5820 FNP: Diagnoses & Therapeutics II	3
NUR 5860 FNP: Diagnoses & Therapeutics III	3
NUR 5620 FNP: Practicum in Primary Care I (200 clinical hours)	2
NUR 5630 FNP: Practicum in Primary Care II (200 clinical hours)	2
NUR 5640 FNP: Practicum in Primary Care III (200 clinical hours)	2

Family Psychiatric Mental Health Nurse Practitioner (15 credits)

NUR 5920 FPMHNP: Theoretical Foundations (60 clinical hours)	3
NUR 5930 FPMHNP: Diagnoses & Therapeutics I	3
NUR 5940 FPMHNP: Diagnoses & Therapeutics II	3
NUR 5510 FPMHNP: Practicum in Primary Care I (165 clinical hours)	2
NUR 5520 FPMHNP: Practicum in Primary Care II (165 clinical hours)	2
NUR 5530 FPMHNP: Practicum in Primary Care III (165 clinical hours)	2

Note: Students will be evaluated for clinical competency after completing their minimum number of practicum hours. Additional practicum hours may be required. NUR 5970 will fulfill this need.

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
Post Master's Advanced Certificate Programs
SAMPLE PROGRAMS OF STUDY

CNS: ADULT-GERONTOLOGY HEALTH

Semester One (Fall)

NUR 5730 Pharmacotherapeutics	3
NUR 5240 Advanced Pathophysiology	3

Semester Three (Fall)

NUR 5330 CNS: Foundations Decision Making (125 clinical hours)	3
NUR 5340 CNS: Adult-Gero Health Practice I (125 clinical hours)	2

Semester Two (Spring)

NUR 5380 Role of CNS	2
NUR 5721 AGNP/CNS: Advanced Physical Assessment	3

Semester Four (Spring)

NUR 5350 CNS: Adult-Gero Health Practice II (125 clinical hours)	2
NUR 5360 CNS: Adult-Gero Health Practice III (125 clinical hours)	2

Total 20 credits

NURSING EDUCATION

Semester Three (Fall)

NUR 5190 Pathophysiological Basis in Pharm	4
NUR 5700 Higher Education in America	3
NUR 5310 Measurement and Evaluation	3

Semester Five (Fall)

NUR 5724 NE: Adv. Phys. Assesor for Nrs Edu	2
NUR 5890 Specialty Practicum for Nurse Edu (30 experiential hours)	1
NUR 528 Informatics for Nsg. Edu	3

Semester Four (Spring)

NUR 5300 Curriculum Development	3
NUR 5290 Health Issues with Global View	2
NUR 5710 Creative Strat. For Teaching Nsg	3

Semester Six (Spring)

NUR 5320 Practicum in Nsg. Edu (90 experiential hours)	3
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Total 27 credits

NURSING ADMINISTRATION with INFORMATICS

Semester One (Fall)

NUR 5150 Organizational Theory	3
NUR 5400 Administration I	3

Semester Three (Fall)

NUR 5420 Practicum in Nsg. Admin. (90 experiential hours)	3
NUR 5440 Informatics II	3

Semester Five (Fall)

NUR 5480 Practicum in Informatics IV (100 experiential hours)	3
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Semester Two (Spring)

NUR 5430 Informatics I	3
NUR 5410 Administration II	3

Semester Four (Spring)

NUR 5450 Practicum in Informatics III (100 experiential hours)	3
NUR 5460 Human Resource Management	3

Total 27 credits

Revised 8/2018

NURSING ADMINISTRATION

Semester One (Fall)

NUR 5150 Organizational Theory	3
NUR 5400 Administration I	3

Semester Three (Fall)

NUR 5420 Practicum in Nursing Administration (90 experiential hours)	3
BUS 5570 Health Care Finance	3

Semester Two (Spring)

NUR 5410 Administration II	3
NUR 5430 Nursing Informatics I	3

Semester Four (Spring)

NUR 5460 Human Resource Management	3
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Total 21 credits

NURSING INFORMATICS

Semester One (Fall)

NUR 5430 Nursing Informatics I	3
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Semester Three (Fall)

NUR 5450 Nursing Informatics III (100 experiential hours)	3
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Semester Two (Spring)

NUR 5440 Nursing Informatics II	3
NUR 5460 Human Resource Management	3

Semester Four (Spring)

NUR 5480 Nursing Informatics IV (100 experiential hours)	3
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Total 15 credits

Post Master's Advanced Certificate Programs in the NP Program follow the same Progression
Adult-Gerontology Primary Care, Adult Gerontology Acute Care, Pediatric Nurse Practitioner-Primary Care,
Family Nurse Practitioner-Primary Care and Family Psychiatric Mental Health Nurse Practitioner

Semester One (Fall)

*NUR 5730 Pharmacotherapeutics	3
* NUR 5240 Advanced Pathophysiology	3
*NUR 5830 Role of NP	2
**All prerequisites for AGACNP Program	

Semester Three (Fall)

NUR 5660/5570/5620/5510/5891 Practicum I	2
NUR 5871/5881 D & T I	2/3
NUR 5840/5810/5930 D & T I	3

Semester Five (Summer)

NUR 5680/5590/5640/5530/5893 Practicum III	2
NUR 5873/5883 D & T III	2/3
NUR 5860 D & T III	3

Semester Two (Spring)

* NUR 5721,2,3 Advanced Physical Assessment	3
NUR 5760/5770/5780 Diagnostic Reasoning	3
NUR 5920 FPMHNP Theoretical Foundation	3

Semester Four (Spring)

NUR 5670/5580/5630/5520/5892 Practicum II	2
NUR 5850/5820/5940 D & T II	3
NUR 5872/5882 D & T II	2/3

***Core Courses (11 credits)**

Revised 7/2019

Appendices

Guidelines for Clinical Preceptor Assignment

1. Students must complete the attached Preceptor/Clinical Placement Information form prior to the dates noted on the form. Please include employment information and home address as clinical coordinators in many of the facilities assign students and require that information.
2. All documentation- NYS license, physical, vaccination/titer report, malpractice insurance, OSHA Infection Control Certification, Hospital Orientation and BLS certification- must be current prior to the start of the semester. If any of these documents expires during the semester you will be suspended from attending clinical until renewed.
3. The following process occurs prior to the start of a clinical rotation.
 - Student submits preceptor form to Hagan Rm. 305
 - Contracts are signed by school administrators and attorney and sent to the preceptor who may have contract reviewed by their attorney prior to signing
 - Student documentation expiration dates are checked
 - Site confirms the name of the preceptor and contact information
 - Instructor notifies student
4. The instructor will notify you of the contact information. Students may not start their clinical rotations before the contracts have been confirmed. Any hours completed prior to confirmation will not be considered toward the final hours required for each course. Final student placements are approved by the instructor. If you have any questions or concerns regarding your placement you should contact the instructor.
5. Each student will be assigned to one preceptor for each individual rotation. It is the responsibility of the student to work closely with the preceptor to assure completion of the required number of hours. Please note for clinical programs- this is a primary care program and our preceptors work in clinics, practices and centers that may not be open in the evening or weekend. We cannot guarantee that you will be able to complete your hours on the off shifts. You will need to have flexibility in your work/personal schedule to complete the hours during the weekday day shift.
6. Students will be assigned one site for each rotation. If there is a problem the instructor will visit the site to determine if there is a reason to discontinue use of the site. Length of travel to a site, and availability of hours in the evening and weekends will not constitute reason to change site.
7. Students have the option of submitting a name of a physician or nurse practitioner for consideration as a preceptor. The faculty will then contact the professional and determine appropriateness of the site to the course objectives. This is not a guarantee that a student will be assigned to this site. **It is not the responsibility of the student to locate preceptors.** Please do not contact hospitals, clinics or other facilities as they each have specific procedures for assigning their staff to students. This process is completed between the individual sites and the college.

Please realize that preceptors volunteer their time, expertise and patient population for you to develop skills. Therefore, it is expected that all students will maintain a respectful, professional demeanor with their preceptor.

I have read the above and agree to the guidelines for clinical preceptor assignment. I was also offered the opportunity to discuss the process with the faculty.

Print Name

Signature

Date

Course

All questions and concerns should be forwarded to the instructor.

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
GRADUATE PROGRAM

PRECEPTOR/CLINICAL PLACEMENT INFORMATION

Instructions: This form is to be completed by the student and Program Coordinator for all clinical placements in conjunction with the Graduate Nursing Program prior to start of the clinical assignment. A Clinical Placement form must be processed for each site, each semester. **All student medical documents must be current prior to start of clinical experience.** This form must be forwarded to **Hagan Rm. 305** prior to the dates indicated below:

1st week of June for Fall Semester

1st week of October for Spring Semester

1st week of April for Summer Semester (when courses are offered)

Student Completes

Course #: _____ Date: _____

Semester: _____ Faculty Name: _____

Student Name: _____ ID #: _____

Address: _____

Email: _____ Cell Phone: _____

Place of Employment: _____ Department: _____

Coordinator of Program Completes

Preceptor Name, Title: _____
(Please provide full name and proper title)

Preceptor Phone and E-Mail: _____

Clinical Coordinator at Facility: _____

Clinical Facility Name: _____

Practice Description: _____

Address: _____

Phone and FAX number: _____

Placement setting and clinical preceptor are appropriate to meet course practicum objectives for this student. Preceptor understands the course/practicum requirements and expectations, including faculty visitation/evaluation during the student's experience.

Placement is **APPROVED**: (Date) _____ (Signature) _____

Note: Faculty for the course will advise student of clearance to begin clinical experience.

**MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSE PRACTITIONER PROGRAM**

STUDENT EVALUATION OF PRECEPTOR

Student _____ Course Number _____

Course Title _____

Semester _____ Clinical Site & Location _____

Clinical Assignment Dates _____ to _____

Preceptor _____

GENERAL	Excellent	Very Good	Good	Fair	Poor	Never	Comments
Orientation to setting							
Objectives clarified							
Opportunities to meet objectives							
Welcomes you as a team member							
Serves as professional role model							

PRECEPTOR AS TEACHER	All of the Time	Most of the Time	Sometimes	Rarely	Never	Comments
Encourages questions						
Stimulates problem solving						
Freely admits does not know						
Concise/logical						
Allows you to provide direct patient care rather than observation						
Observed you performing history						
Observed you performing PE						
Encourages you to assume increasing responsibility during clinical experience						
Leads you through decision-making rather than giving own impressions						
Reviews differential diagnoses and alternative management						
Utilizes evidenced base practice in diagnostic process						
Gives you feedback regarding performance and progress on a daily basis						

Would you recommend this preceptor/clinical site to other students? Yes _____ No _____
Why/Why not? (Please be specific)

Narrative summary of your experience at this site

Student Signature _____ **Date** _____

**MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSE PRACTITIONER PROGRAM**

FACULTY EVALUATION OF STUDENT PERFORMANCE

Course: _____ Date of Site Visit: _____ Student Name: _____

Preceptor Name & Title: _____ Clinical Site: _____

Note whether the student:	Yes	No	Comments
Establishes effective nurse practitioner - patient/family relationship			
Takes appropriate history based upon chief complaint.			
Performs physical exam consistent with chief complaint.			
Presents findings clearly and concisely to faculty or preceptor.			
Verbalizes possible diagnoses			
Verbalizes a plan of care			
Demonstrates adequate documentation skills			

Based on the above assessment, the student is performing:

_____ Above the expected level

_____ At the expected level

_____ Below the expected level (*if this choice is selected, note on reverse side an action plan for meeting course objectives*)

Comments (based on observation and discussion with preceptor):

Faculty signature: _____ Student signature: _____

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
GRADUATE PROGRAM
NUR 5320- PRACTICUM IN NURSING EDUCATION

Evaluation of Student in the Education Practicum

Student Name: _____ **Semester:** _____

Faculty Member's Name: _____

Preceptor # Hours _____

Practicum Site: _____

Preceptor: _____

Objective	Pass	Fail	Needs Improvement	No Opportunity To Observe
<p>A. Educator Role</p> <ol style="list-style-type: none"> 1. Identified the characteristics of an effective nurse educator. 2. Participated in the overall functioning of an education setting. 3. Constructed personal objectives for the Practicum experience. 4. Carried out evaluation procedures appropriate to the Practicum. 5. Maintained a professional relationship with the Mentor. 6. Implemented a teaching plan for a class presentation in the Practicum setting. 7. Assessed the learner. 8. Identified teaching-learning activities. 9. Implemented teaching strategies. 10. Implemented technological resources and modalities to support teaching and evaluate learning/program outcomes. 				

Objective	Pass	Fail	Needs Improvement	No Opportunity to Observe
<p>B. <u>Research Role</u></p> <ol style="list-style-type: none"> 1. Utilizes research to support decisions/actions in educator role. 2. Identifies potential research related to education. 3. Demonstrates ability to access technology related to advanced practice and education. 4. Utilizes databases to document and monitor learner and program outcomes. 				
<p>C. <u>Professionalism</u></p> <ol style="list-style-type: none"> 1. Assumes responsibility for maintaining current knowledge and competency in area of specialization. 2. Develops a plan for professional development. 3. Collaborates with other advanced practice nurses within the institution and healthcare system. 4. Promotes a positive image of nursing. 5. Participated in Practicum Seminars 				

COMMENTS: (Please address overall performance and any area marked Fail, Needs Improvement or No Opportunity to Observe)

PRECEPTOR:

FACULTY:

STUDENT:

Preceptor's Signature _____ Date _____

Faculty's Signature _____ Date _____

Student's Signature _____ Date _____

MOLLOY COLLEGE
 THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
 GRADUATE PROGRAM
 NUR 5450 – NURSING INFORMATICS III PRACTICUM

Evaluation of Student in the Informatics Practicum

Student Name: _____ Semester: _____

Faculty Member's Name: _____

Preceptor # of Hours: _____

Practicum Site: _____

Preceptor Name: _____

Objective	Pass	Fail	Needs Improvement	No Opportunity To Observe
<p>A. <u>Informaticist Role</u></p> <p>1. Participates in the functioning of the information technology system of an institution.</p> <p>2. Supports and facilitates the organization's /unit's implementation of computerized information systems.</p> <p>3. Assists administration in coordinating, implementing, and evaluating software/information technology systems/program.</p> <p>4. Participates in appropriate meetings and/or conferences.</p> <p>5. Seeks input from administrator regarding professional development.</p> <p>6. Applies critical thinking analysis to decisions regarding technological resources for management issues of budgeting, planning, staffing, quality control, etc.</p> <p>7. Selects and utilizes appropriate software for information and database management.</p> <p>8. Applies standards of ethics and laws pertaining to information management.</p>				

Objective	Pass	Fail	Needs Improvement	No Opportunity to Observe
<p>B. <u>Research Role</u></p> <ol style="list-style-type: none"> 1. Utilizes research to support decisions in informaticist role. 2. Identifies potential research related to information technology and its application in health care. 3. Utilizes advanced software programs to support/evaluate research. 4. Utilizes/develops database to monitor patient outcomes. 5. Acts as a resource to other nurses. 				
<p>C. <u>Professionalism</u></p> <ol style="list-style-type: none"> 1. Assumes responsibility for maintaining current knowledge and competency in field. 2. Develops a plan for professional development. 3. Collaborates with others in the field. 4. Promotes a positive image of nursing. 5. Participated in Practicum Seminars 				

COMMENTS: (Please address overall performance and any area marked Fail, Needs Improvement, or No Opportunity to Observe)

PRECEPTOR OR FACULTY:

STUDENT:

Preceptor's Signature _____ Date _____

Faculty's Signature _____ Date _____

Student's Signature _____ Date _____

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
GRADUATE PROGRAM
NUR 5480-NURSING INFORMATICS IV PRACTICUM

Evaluation of Student in the Informatics Practicum

Student Name: _____ Semester: _____

Faculty Member's Name: _____ Hours _____

Practicum Site: _____

Preceptor: _____

Objective	Pass	Fail	Needs Improvement	No Opportunity To Observe
<p>A. <u>Informaticist Role</u></p> <ol style="list-style-type: none"> 1. Participates in the functioning of the information technology system of an institution. 2. Supports and facilitates the organization's /unit's implementation of computerized information systems. 3. Assists administration in coordinating, implementing, and evaluating software/information technology systems/program. 4. Participates in appropriate meetings and/or conferences. 5. Seeks input from administrator regarding professional development. 6. Applies critical thinking analysis to decisions regarding technological resources for management issues of budgeting, planning, staffing, quality control, etc. 7. Selects and utilizes appropriate software for information and database management. 8. Applies standards of ethics and laws pertaining to information management. 				

Objective	Pass	Fail	Needs Improvement	No Opportunity to Observe
<p>B. <u>Research Role</u></p> <ol style="list-style-type: none"> 1. Utilizes research to support decisions in informaticist role. 2. Identifies potential research related to information technology and its application in health care. 3. Utilizes advanced software programs to support/evaluate research. 4. Utilizes/develops database to monitor patient outcomes. 5. Acts as a resource to other nurses. 				
<p>C. <u>Professionalism</u></p> <ol style="list-style-type: none"> 1. Assumes responsibility for maintaining current knowledge and competency in field. 2. Develops a plan for professional development. 3. Collaborates with others in the field. 4. Promotes a positive image of nursing. 5. Participated in Practicum Seminars 				

COMMENTS: (Please address overall performance and any area marked Fail, Needs Improvement or No Opportunity to Observe)

PRECEPTOR OR FACULTY:

STUDENT:

Preceptor's Signature _____ Date _____
Faculty's Signature _____ Date _____
Student's Signature _____ Date _____

**MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES**

Nurse Practitioner Clinical Skills Checklist

Faculty or preceptors are to date and sign under one or more of the following columns for designated skills. Students will begin this checklist in Advanced Physical Assessment and maintain it until completion of all clinical courses. By that time there should be at least one column entry for every listed skill. Students are to submit a copy of the checklist to their faculty member at the end of each clinical course.

Skills	Learned in class/lab	Practiced in lab	Performed in clinical setting
<i>Dermatologic</i>			
Wood's light exam			
I & D simple abscess			
Steri-Strip Application			
Suture Insertion			
Suture Removal			
Tick Removal			
PPD technique, and reading			
<i>Musculoskeletal</i>			
Clavicle Immobilization			
Splinting & Taping			
<i>Genitourinary</i>			
Pap Smear Collection			
Microscopy – urine and wet mount			
Vaginal pH			
<i>HEENT</i>			
Audiometry Testing			
Eyelid Eversion			
Corneal Abrasion & Foreign Body Removal			
Eye Trauma Stabilization			
Cerumen Impaction Removal			
Epistaxis Control			
Fluorescein stain of the eye			
Throat swab			
<i>Cardiovascular</i>			
Doppler Technique			
ECG Lead Placement			
ECG Interpretation			
Venipuncture			
Fingerstick			
<i>Respiratory</i>			
Aerosol/Inhalation Administration (Nebulizer)			
Peak Flow Meter			
X-ray Interpretation Chest			
<i>Other Skills Learned or Practiced</i>			

GUIDELINES FOR NP CLINICAL COMPETENCY TOOL**TO BE COMPLETED BY PRECEPTOR**

1. It is the student's responsibility to give the evaluation tool to the preceptor prior to starting any clinical hours.
2. Grading is as follows:
 - a. Diagnostic Reasoning - Score of 30 or above and no greater than 3 unsatisfactory marks.
 - b. Practicum One - Score of 35 or above and no greater than 2 unsatisfactory marks.
 - c. Practicum Two - Score of 40 or above and no greater than 1 unsatisfactory mark.
 - d. Practicum Three - Score of 50 or above and no unsatisfactory marks.
3. Students must receive a passing grade based on the above criteria to pass this element of the course.
4. This rubric will appear in each clinical course syllabus and in the graduate handbook.

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSE PRACTITIONER PROGRAM

CLINICAL COMPETENCY TOOL

STUDENT _____ **DATE** _____ **COURSE** _____

PRECEPTOR _____ **SITE** _____

Directions: Rate the student you have precepted on each of the following items. Circle the number after each statement that most nearly expresses your view.

- (4) Performs independently
 (3) Performs with minimal assistance
 (2) Performs with considerable assistance
 (1) Unsatisfactory performance

1. Obtains comprehensive and problem-focused health histories	4	3	2	1
2. Performs comprehensive and problem-focused physical exams	4	3	2	1
3. Analyzes and interprets history, physical exam findings, and diagnostic information to develop appropriate differential diagnoses	4	3	2	1
4. Employs appropriate diagnostic and therapeutic interventions	4	3	2	1
5. Utilizes pharmacotherapeutic modalities with consideration of efficacy, safety, and cost	4	3	2	1
6. Delivers health promotion and disease prevention services based on age, developmental stage, family history, and ethnicity	4	3	2	1
7. Initiates consultation and referral services when the problem exceeds his/her expertise or the nurse practitioner scope of practice	4	3	2	1
8. Establishes effective nurse practitioner-patient/family relationships	4	3	2	1
9. Effectively protects client confidentiality and privacy	4	3	2	1
10. Provides appropriate health education to clients based on needs assessment, mutual goal-setting, and evidenced-based rationale	4	3	2	1
11. Utilizes appropriate information resources/evidence bases to support decision-making and high quality client care	4	3	2	1
12. Practices with regard to an understanding of health care delivery systems and reimbursement, practice resources and policies, and legal and ethical frameworks	4	3	2	1
13. Demonstrates cultural and spiritual competence by respecting the value and dignity of individuals, without regard to age, gender, religion, socioeconomic status, sexual orientation, and ethnicity	4	3	2	1
14. Documents in logical order and timely manner with completeness	4	3	2	1
15. Demonstrates efficient / appropriate use of time	4	3	2	1
16. Develops collaborative working relationships	4	3	2	1

Attention All Graduate Nursing Students

For clarification of any of the attached forms including:

The Annual Physical, PPD/ Quantiferon Form , Latex Allergy

Sign Off and the Proof of **Seasonal Flu Vaccine **or for****

questions and concerns contact: **Mary Jane O'Malley at**

momalley@molloy.edu / **516-323-3737 Please return documents**

to **The Barbara H. Hagan School of Nursing And Health**

Sciences Room 305. Submit documents during the following

business hours **9:30am- 5:00 pm Monday through Friday.**

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
GRADUATE NURSING PROGRAM

TO: GRADUATE NURSING STUDENTS TAKING ADVANCED PHYSICAL ASSESSMENT (NUR5721, 2, 3 & NUR 5320 & NUR 5420) AND SUBSEQUENT CLINICAL COURSES

FROM: Associate Dean and Director, Graduate Nursing Program

RE: INITIAL AND YEARLY PHYSICAL

Prior to taking your clinical practicum courses, you are required to have the following:

1. Current New York State license registration certificate.
2. Malpractice insurance appropriate to your program (Registered Nurse or Nurse Practitioner - Addend to: **NP Student**) with coverage of \$1,000,000 per claim/ \$3,000,000 aggregate.
3. Cardio-Pulmonary Resuscitation (CPR) certification. **MUST BE BLS.**
Accepted Program: American Heart Association – BLS for Health Care Providers.
4. Evidence of OSHA training (Infection Control Certificate).
5. A **completed** BHSNHS Physical Form. (See attached) **Attach Titre lab sheets!**

PHYSICALS:

Two copies are required...**KEEP ONE COPY FOR YOUR RECORDS.** Copies will not be returned to you. Clinical areas require presentation of completed physical. You are required to present this physical upon demand. Please be prepared. All medical documents are to be submitted to Hagan Rm. 305 per schedule below.

There will be NO reminder. It is your responsibility to submit an annual Physical and PPD/Quantiferon whether or not you are enrolled in a clinical course. If you submit your physical on November 1st the following year another Physical and PPD will be due on November 1st. It is further your responsibility to send all interim renewals to Hagan Rm. 305 i.e., CPR, PPD, malpractice, etc.

1. Physicals: Physical examination, completed on a **BHSNHS PHYSICAL FORM.** Form must be **signed, stamped and dated** by Health Care Provider and must include:
 - **ALL STUDENTS MUST HAVE QUANTIFERON TB TEST** – OR
 - **Two step PPD (2nd PPD must be planted 1-3 weeks after first PPD) OR**
 - **You can avoid a 2nd PPD if you can provide documentation of previous PPD within the past 365 days.**

PPD-Must be read between 48 and 72 hours

Please refer to: <http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5202a2.htm>

- **Chest X-Ray if Quantiferon or PPD is positive. A copy of Chest X-Ray report must be attached to physical form.**
- **Laboratory Titre Reports (LAB SHEETS) for: Rubella; Rubeola; Varicella; Mumps- and Hepatitis B Numerical Values Required**

Physicals are due:

- **Summer Semester:** Completed after March 15th and submitted before April 15th
- **Fall Semester:** Completed after June 15th and submitted before July 15th
- **Spring Semester:** Completed after November 1st and submitted before December 1st

2. Immunizations:

All immunization information must be documented on all physicals. Leave no blank areas on Physical Forms. All dates for Hepatitis must be included.

Yearly Influenza Vaccination or must sign Influenza Declination Statement

Note: Once titers are completed and document immunity, they need not be repeated for subsequent physicals.

3. Clinical Agency Affiliation Health Requirements:

Individual clinical agency affiliates may require additional medical tests for students entering their agencies. A **Drug Screening Test and/or finger printing** may be required.

4. Health Insurance:

Students are expected to carry their own health insurance.

5. Late Fee:

A fee of \$50.00 will be charged to process late physical materials.

6. Photo ID Badge

Students are required to wear an up-to-date Molloy College photo ID badge during all clinical/practicum experiences.

Photo ID badges are issued by Department of Public Safety during the first and second week of classes. See e-mail notice at start of semester for hours or call Ext. 3500.

7. Uniform for Clinical Experience

Graduate students are to wear plain white lab coat (no affiliation badges of any kind are to be displayed on the lab coat). MOLLOY STUDENT PHOTO ID IS TO BE DISPLAYED.

Submit all physical materials to Hagan Rm. 305. **Students will not be permitted in Clinical settings until all the necessary documents are on file in the School of Nursing.**

MOLLOY COLLEGE
MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
PHYSICAL FORM

Return form to: Molloy College – School of Nursing
Hagan Room 305
1000 Hempstead Ave., P.O. Box 5002 Rockville Centre, NY 11571-5002

Anticipated Class
next semester

Class Section

Last Name _____ First Name _____

ID# _____

Maiden Name _____

Date of Birth _____

Address _____

Male _____ Female _____

Phone _____

Email _____

Required on Initial Physical Only: TITRES NEED TO BE SUBMITTED ONE TIME ONLY

LAB REPORTS MUST BE ATTACHED FOR EACH TITRE!

Rubella Titre Value _____ Result: _____

Rubeola Titre Value _____ Result: _____

Varicella Titre Value _____ Result: _____

Mumps Titre Value _____ Result: _____

Hepatitis B Titre Value _____ Result: _____

NEGATIVE TITRES FOR RUBELLA, RUBEOLA AND MUMPS REQUIRE PROOF OF TWO (2) MMR's, A NEGATIVE VARICELLA TITRE REQUIRES PROOF OF TWO (2) VARICELLA VACCINES.

MMR #1 _____

MMR #2 _____

VARICELLA #1 _____

VARICELLA #2 _____

Diphtheria/TetanusPertussis: [Within Last 10 Years] (Tdap) _____ (Td) _____

If, as an adult you haven't had a vaccine that contains pertussis (whooping cough) one of **the doses** you receive needs to have pertussis in it.

Hepatitis B Vaccine: 1) Date _____ 2) Date _____ 3) Date _____

NURSING STUDENTS ARE TO BE IMMUNIZED WITH HEPATITIS B VACCINE PRIOR TO THE BEGINNING OF CLINICAL PRACTICE OR MUST SIGN A DECLINATION STATEMENT.

DECLINATION STATEMENT

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring Hepatitis B virus (HBV) infection. I have been informed of the need to be vaccinated with Hepatitis B Vaccine. However, I decline Hepatitis B vaccination at this time. I understand that by declining this vaccination, I continue to be at risk of acquiring Hepatitis B, a serious disease.

Name (Print): _____

Date: _____ SIGNATURE: _____

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES

I certify that _____

Is in good health as determined by a recent physical examination of sufficient scope to ensure that he or she is free from health impairments which may be of potential risk to patients or other personnel or which may interfere with the performance of his or her duties, including habituation or addiction to depressants, stimulants, narcotics, alcohol or other drugs or substances which may alter individual behavior. This individual is able to participate in clinical learning experiences as a student of Nursing.

I have identified the following:

B.P.: _____

Vision: _____ Hearing: _____

Allergy To Latex: Yes: _____ No: _____ Other Allergies: _____

Illnesses: _____

Injuries: _____

Restrictions on activity: _____

Medications: _____

Disabilities: _____

****Students with disabilities are considered on an individual basis. Students must be able to meet program objectives.**

Name of Health Care Provider:

(Stamp Is Required)

Address: _____ Phone: _____

Date: _____

HEALTH CARE PROVIDER

SIGNATURE: _____

RELEASE OF HEALTH RECORDS

I, the undersigned, authorize release of information from my Health Record to affiliating clinical agencies.

PLEASE SIGN BELOW:

SIGNATURE: _____ **Date** _____

COPY OF BLS/CPR CARD MUST BE SUBMITTED

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES

PHYSICAL FORM

Return form to: Molloy College – School of Nursing
Hagan Rm. 305
1000 Hempstead Ave., P.O. Box 5002 Rockville Centre, NY 11571-5002

Anticipated Class
next semester:

_____ _____
Class Section

Last Name _____ First Name _____ ID# _____
Maiden Name _____ Date of Birth _____
Address _____ Male _____ Female _____
_____ Phone _____
Email _____

- QuantiFERON TB Gold Result _____ **-Lab Sheet Must Be Attached**

OR

- Two Step PPD - Tuberculin Test (PPD intradermal only) [MUST BE READ 48 – 72 HOURS LATER]

Date Implanted: _____ Read: _____ Result: _____

SECOND (2ND) PPD IS REQUIRED AND MUST BE PLANTED 1-3 WEEKS AFTER FIRST PPD

Date Implanted: _____ Read: _____ Result _____

OR

You Can Avoid a 2nd PPD If You Can Provide Documentation of Previous PPD Within The Past 365 Days

POSITIVE FINDINGS OF ALL TUBERCULOSIS TESTS REQUIRE A NEGATIVE CHEST X-RAY REPORT X-RAY REPORT MUST BE ATTACHED:

Date: _____ Result: _____

Name of Health Care Provider: _____

Name

_____ Address

_____ Phone Number

(STAMP IS REQUIRED)

Revised 8/2014/hm

MOLLOY COLLEGE
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Latex Allergy Policy

Background: Over the last ten years, latex allergy has become a serious healthcare problem. Experts have described it as a disabling occupational disease among healthcare workers (American Nurses Association, 1997).

The allergic reaction to latex is evoked by direct contact with products containing latex rubber or by inhaling powder from latex gloves. Responses may range in severity from a rash to asthma attacks to death from anaphylaxis (New York State Nurses Association, 1999)

The increased need to don gloves in both medical and non-medical settings has increased the prevalence of latex allergies. A 1997 alert published by the National Institute of Occupational Safety (NIOSH) indicated that about 1% to 6% of the general population and 8% to 12% of regularly exposed healthcare workers are sensitized to latex. These statistics indicate that an increasing number of entering nursing students may already have a latex sensitivity. Beginning one's professional life with a latex allergy presents unique problems for students and faculty.

In light of this growing problem the BHSNHS has developed the following policy related to latex exposure.

Initial Steps: All Molloy BHSNHS Student and Faculty History and Physical Forms to have a category, which indicates Latex Allergy. The healthcare provider completing the form must specifically respond to this item.

Follow Up: In these instances where a latex allergy has been indicated, the following information has been made available to faculty/students.

- A booklet from the New York State Nurses Association, "Protect Yourself from Latex Allergy".
- A video which can be viewed in the Media Center, "Latex Allergy, A Closer Look".
- A website to the Latex Allergy Association: www.latexallergyresource.org
- Faculty/Student acknowledgement of this policy will be kept on file in department

Agency Contact: The faculty/student will be responsible for sharing information about themselves regarding latex allergy with the respective clinical agency.

I am a faculty member/student in the Molloy College School of Nursing. I have read the Molloy College policy concerning Latex Allergy.

- I do not have any allergy to latex, or
- I have a latex allergy and I have previously so notified Molloy College. I am fully aware of the dangers arising out of exposure to latex and I agree to exercise appropriate caution. I hereby release Molloy College, its Board of Trustees, officers and administration and employees from any claim or liability out of my exposure to latex either on the campus of Molloy College or in any clinical setting.

Print Name

Signature

Date

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES

FLU VACCINE FORM

PLEASE PRINT

Student Name

ID Number

Molloy E-Mail Address

Phone Number

Class & Section

* *Clinical Placement* _____

NAME OF HOSPITAL/FACILITY Fall _____ Spring _____

Manufacturer of Vaccine _____

Lot Number of the Vaccine _____

Dose Administered _____

Date Administered _____

Name of Provider

License Number

Stamp

Address of Provider

* **YOU MUST SUBMIT A COPY TO HAGAN RM. 305 AS WELL AS KEEP
COPIES FOR YOURSELF AND YOUR INSTRUCTOR**

MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
BASIC PHYSICAL ASSESSMENT COMPETENCY EXAMINATION

Passing of The Basic Physical Assessment Competency Examination is a ***pre-requisite*** for you to take Advanced Physical Assessment. All Nurse Practitioner students, Education students and those in the CNS program are required to have taken a Basic Physical Assessment course as part of the program entrance requirements. Advanced Physical Assessment explores advanced assessment techniques, and mastery of basic physical assessment skills is a prerequisite to this course.

The Basic Physical Assessment Competency Examination will consist of a 50- item multiple choice exam and an observed demonstration of a randomly selected body system (you may obtain the BPA demonstration skills form for required skills and grading criteria from Cindy Lynch in The Barbara H. Hagan Center for Nursing Rm. 305). The multiple choice examination will be based on Bate's Guide to Physical Examination and History Taking. Students must receive a passing grade for both elements in order to begin Advanced Physical Assessment. Students who fail one or more parts of the examination will be able to retake the section(s) that they failed ***one time only*** with a re-examination fee of \$100.00, added to student's tuition bill.

The examination dates for students who have met progression requirements PRIOR to registering for Advanced Physical Assessment are as follows: Students taking Advanced Physical Assessment for the FALL semester are offered in January and February. Dates for students who plan on taking Advanced Physical Assessment in the SPRING semesters are offered in September and October.

The multiple-choice examination will be given on the arrange dates and times. The observed demonstration will be scheduled immediately following the written examination. Applications and Study Guide may be obtained from Cindy Lynch, 516.323.3739 in Hagan Rm. 305.

If your physical assessment skills are ***rusty***, it is ***strongly advised*** that you take a review course in Basic Physical Assessment (BPA). The Molloy College Center for Continuing Education offers BPA review classes. You may contact them at 516.323.3550 for their review course schedule. You may also take a review course at another institution, but the course should include hands-on practice.

*****All students must have access to their Molloy e-mail accounts in order to obtain their grade*****

Molloy College
The Barbara H. Hagan School of Nursing and Health Sciences
Nurse Practitioner Programs

**Application for Basic Physical Assessment Competency Exam
(For those registered for Advanced Physical Assessment)**

Applications must be submitted to Cynthia Lynch, in person at The Barbara H. Hagan School of Nursing and Health Sciences (Rm. 305) or e-mailed to clynch@molloy.edu at least 2 weeks before the requested testing date

Name _____ ID# _____

Date of application _____ Molloy e-mail address _____

Major (circle one): AGNP FNP PNP FPMHNP CNS

Name of advisor: _____

Date of test requested (check one):
_____ Monday

_____ Monday

(RETEST ONLY) _____ Friday

This is my: _____ Initial test

_____ Re-test (applications for re-tests will be billed by
Office of the Bursar for \$100.00)

Taking the pre-test is required. This is not a registration guarantee for Advanced Physical Assessment

**MOLLOY COLLEGE
THE BARBARA H. HAGAN SCHOOL OF NURSING AND HEALTH SCIENCES
NURSE PRACTITIONER PROGRAMS**

Study Guide for the Basic Physical Assessment Exam

Questions will be based on following chapters in, Bickley, L.S. (2016). (12th ed). *Bates' Guide to Physical Examination and History Taking*. Philadelphia: Lippincott. You will Not be responsible for information printed in red on the right margins of the pages.

Chapter 1

Overview: Physical Examination and History Taking

Chapter 7

The Head and Neck – Techniques of Examination

Chapter 8

The Thorax and Lungs– Techniques of Examination

Chapter 9

The Cardiovascular System– Techniques of Examination

Chapter 10

The Breasts and Axillae– Techniques of Examination

Chapter 11

The Abdomen– Techniques of Examination

Chapter 12

The Peripheral Vascular System– Techniques of Examination

Chapter 16

The Musculoskeletal System– Techniques of Examination

Chapter 17

The Nervous System– Techniques of Examination

In addition to the text book there are Bates DVD's in the Library's Media Center –Patron Services Desk or access through streaming: www.molloy.edu/library/bates-mobile

www.molloy.edu/library/bates

The DVD's demonstrate how to do the physical examination.

1. **Head, Eyes, Ears**
2. **Nose, Mouth, and Neck**
3. **Thorax and Lungs**
4. **Cardiovascular: Neck Vessels and Heart**
5. **Cardiovascular: Peripheral vascular system**
6. **Breast and Axillae**
7. **Abdomen**
8. **Musculoskeletal System**
9. **The Nervous System Cranial Nerves and Motor System**
10. **The Nervous System: Sensory System and Reflexes**

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NURSE PRACTITIONER PROGRAM

Head and Neck

Examination element	1	2	3	Comments
Head, scalp, skull, face, skin				
Visual acuity				
Visual fields				
Inspect eye structures				
Pupils – light and near reaction				
EOMs				
Ophthalmoscopic exam				
Inspect ear structures				
Auditory acuity				
Otoscopic exam				
Inspect nose				
Palpate sinuses				
Inspect all oral structures				
Visualize posterior pharynx				
Inspect neck				
Palpate and name lymph nodes				
Inspect and palpate thyroid				

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NURSE PRACTITIONER PROGRAM

Thorax and Heart

Examination element	1	2	3	Comments
Inspect posterior chest and AP:lateral diameters				
Palpate tenderness, expansion (posterior)				
Fremitus, posterior chest				
Percuss posterior chest				
Auscultate posterior chest				
Inspect anterior chest				
Palpate tenderness, expansion (anterior)				
Fremitus, anterior chest				
Percuss anterior chest				
Auscultate anterior chest				
Bronchophony, egophony, whispered pectoriloquy				
Assess JVP, carotids				
Inspect and name cardiac areas				
Palpate pulsations, thrills, locate apical impulse				
Auscultate with diaphragm				
Auscultate with bell				
Auscultate in left lateral position with bell				
Identify S1 and S2				

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NURSE PRACTITIONER PROGRAM

Abdomen and Peripheral Vascular

Examination element	1	2	3	Comments
Inspect abdomen				
Auscultate for bowel sounds, bruits				
Percuss entire abdomen				
Percuss and measure liver span				
Percuss spleen 2 ways (towards and splenic percussion sign)				
Light palpation entire abdomen				
Deep palpation entire abdomen				
Palpate liver				
Palpate spleen (2 positions)				
Palpate kidneys				
Palpate aorta				
Check for CVA tenderness				
Murphy's sign				
Inspect arms				
Palpate arm pulses and nodes				
Inspect legs				
Palpate leg pulses and nodes				
Check for edema (3 locations)				

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NURSE PRACTITIONER PROGRAM

Breast and Musculoskeletal

Examination element	1	2	3	Comments
Inspect breasts (4 positions)				
Palpate breasts				
Name and palpate axillary lymph nodes				
Inspect, palpate, ROM TMJ				
Inspect, palpate, ROM neck				
Identify shoulder landmarks (acromion tip, greater tubercle of humerus, coracoid process)				
Inspect, palpate, ROM shoulder				
Inspect, palpate ROM elbow				
Inspect, palpate ROM wrists and hands				
Inspect (from back and side), palpate ROM spine				
Inspect, palpate ROM hips				
Identify knee landmarks (tibial tuberosity, medial and lateral tibial condyles)				
Inspect, palpate ROM knees				
Inspect, palpate ROM ankles and feet				

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NURSE PRACTITIONER PROGRAM

Neurologic Exam

Examination element	1	2	3	Comments
Assess orientation (time, person, place)				
CN I				
CN II (fields, fundi, state you would do acuity)				
CN III,IV, VI (pupils, EOMs)				
CN V (facial sensation, temporal and masseter m.)				
CN VII (facial movement)				
CN VIII (hearing)				
CN IX, X (swallowing, palate rise, can omit gag)				
CN XI (shoulder movements)				
CN XII (tongue movement)				
Gait, tandem walk, toe and heel walk, hops, knee bends				
Grasp strength				
Coordination point to point UE and LE, RRAMS UE and LE				
Romberg				
Sensory – pain and light touch hands and feet				
DTRs: biceps				
DTRs: triceps				
DTRs: brachioradialis				
DTRs: patellar				
DTRs: Achilles				

Grading:

Head/neck: 1.96 per point, each score of 3 = 5.88. MORE THAN 2 “1” scores = failing

Thorax/heart: 1.85 per point, each score of 3 = 5.55. MORE THAN 2 “1” scores = failing

Abdomen/PV: 1.85 per point, each score of 3 = 5.55. MORE THAN 2 “1” scores = failing

Breast/Musculoskeletal: 2.38 per point, each score of 3 = 7.14. MORE THAN 2 “1” scores = failing

Neuro: 1.66 per point, each score of 3 = 5.0. MORE THAN 3 “1” scores = failing

MOLLOY COLLEGE
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ACADEMIC REVIEW FORM

THIS FORM IS TO BE COMPLETED BY STUDENTS WHO WISH TO PURSUE
MEDIATION OF AN ACADEMIC ISSUE.

Date: _____

Student Name: _____
(please print)

Course: _____

It is understood that an informal discussion has taken place between the student and the faculty
Member concerned.

Faculty Name: _____
Date of meeting: _____
Outcome: _____

It is also understood that an informal discussion has taken place with the student, faculty and the
Associate Dean & Director.

Associate Dean & Director: _____
Date of meeting: _____
Outcome: _____

FORMAL MEDIATION FOR ACADEMIC REVIEW

1. Specify problem or complaint _____

2. Provide evidence to support the complaint _____

3. State desired outcome _____

Student Signature

Date

FOR DEPARTMENT USE ONLY

Resolution

No basis for grade appeal

Grade appeal

Recommended Action:
