SCHOOL OF NURSING

STUDENT HANDBOOK

Doctor of Nursing Practice (DNP) Program

2021-2022

University of North Carolina Wilmington School of Nursing

Doctor of Nursing Practice (DNP) Program Student Handbook

Preface

The purpose of this Student Handbook is to assist in understanding the policies, procedures, and general information specific to the Doctor of Nursing Practice (DNP) program options of the University of North Carolina Wilmington (UNCW) School of Nursing (SON). The information in this guide is a supplement to the published current issue of The University of North Carolina Wilmington Graduate Catalogue.

The University of North Carolina Wilmington School of Nursing

601 South College Road Wilmington, NC 28403-5995

Telephone: 910:962:3208

Fax: 910:962:7656

Email: son@uncw.edu

The University of North Carolina Wilmington is committed to and will provide equality of educational and employment opportunity for all persons regardless of race, gender, gender identity, sex (such as marital status or pregnancy), age, color, national origin (including ethnicity), religion, disability, sexual orientation, genetic information, political affiliation, veteran status or relationship to other university constituents—except where a protected status represents bona fide educational or occupational qualifications or where marital status is a statutorily established eligibility criterion for state-funded employee benefit programs.. (*The University of North Carolina Wilmington Graduate Catalogue 2020-2021*).

Table of Contents

SECTION I: Introduction

A. Overview and History of the School of Nursing

In the early 1960s, the New Hanover County Commissioners consolidated James Walker Memorial Hospital and Community Hospital creating the New Hanover Memorial Hospital, which has since become New Hanover Regional Medical Center (NHRMC). With the acquisition of Cape Fear Hospital, the current designation as New Hanover Health Network (NHHN) evolved. The New Hanover Memorial Hospital Board of Directors discontinued the diploma nursing programs that had existed at James Walker Memorial Hospital and Community Hospital. In response, county officials requested that Wilmington College establish a two-year associate degree program in nursing. The first Wilmington College nursing class graduated with an Associate of Arts degree in nursing in 1967.

During the 1970s, UNCW initiated plans for a Bachelor of Science program with a concentration in professional nursing. In 1980 a baccalaureate program was recommended to meet the needs of both first-time nursing students and registered nurses wishing to earn a four-year degree. In 1984, the UNC Board of Governors approved establishing the UNCW baccalaureate program in nursing. The curriculum received initial (provisional) approval from the Board of Nursing in June 1984. Having acquired approval from the University of North Carolina System and the North Carolina Board of Nursing, UNCW established the School of Nursing (SON) on July 1, 1984.

Authorization to plan the graduate program was granted by the University of North Carolina General Administration in fall 1997, with authorization to establish the program in July 1998. The first cohort of students (ten full-time and ten part-time) was admitted in fall 1998. The planning year and the first two years of the program were partially supported by grants totaling over one million dollars from the United States Department of Health and Human Services and the Cape Fear Memorial Foundation. The first Master of Science in Nursing class of nine FNP students graduated in May 2000. In 2004, continuing accreditation was granted the baccalaureate and MSN programs by the NLNAC for the maximum period of eight years (2012). In 2004, the SON admitted three students into the inaugural class of the Master of Science in Nursing – Nurse Educator Option (MSN-NE). In response to the critical shortage of registered nurses in professional practice, and the need to produce more faculty to accommodate increased student enrollment, the Nurse Educator Option was approved as the second option in the MSN program.

In June 2003, the Office of the President of the University of North Carolina approved the intent to plan the Bachelor of Science in Clinical Research (CLR) (non-nursing major). The following year in fall 2004, a cohort of five students began the program of study. The first five students graduated in May 2006 and the second and third cohorts graduated nine in May 2007, and nine in May 2008 respectively. Enrollment has increased steadily in the CLR program and is projected to continue to increase for the foreseeable future. The UNCW SON received funding to support early development of the program from Pharmaceutical Product Development, Inc. (PPD). A clinical research minor was subsequently added to the curriculum. In the spring of 2010, the

General Administration of the University of North Carolina approved the proposal to begin a Master of Science Degree in Clinical Research Management and Product Development and enrolled the first students in January 2011. In 2017, a post-graduate certificate was added.

A fully online Registered Nurse to Bachelors of Nursing (RN-BSN) program launched in August 2013, offering courses in a Carousel model over 7 weeks, allowing completion in as little as 12 months. The Doctor of Nursing Practice program was approved by the UNC General Administration in spring 2016, and the initial cohort of 9 students was enrolled in August 2016. The MSN Nurse Educator (NE) option was reopened in January 2017 as a fully online program with courses offered over 7 weeks.

The UNCW School of Nursing has continuously been approved by the North Carolina Board of Nursing (NCBON). The National League for Nursing (NLN) initially accredited the Bachelor of Science program, pre-licensure, and RN-BS options in 1987. In October 1996, continued accreditation was granted by the National League for Nursing Accrediting Commission, Inc. (NLNAC) through spring 2004 with reaffirmation through 2012. Subsequently, the decision was made to focus only Commission on Collegiate Nursing Education (CCNE) accreditation. In 2004 CCNE awarded five year accreditation of all curricula in the School of Nursing; continuous accreditation has been maintained since that initial award.

In July 2010, the UNCW College of Health and Human Services (CHHS) was established to make a positive impact on the health and quality of life of residents in the state of North Carolina and beyond. The goal of the CHHS is to help individuals, families and communities live healthier, more prosperous and empowered lives. The CHHS consists of three professional schools: School of Health and Applied Human Sciences, School of Nursing, and School of Social Work.

The Doctor of Nursing Practice (DNP) program was established in Fall 2016. This program began as a Post-Advance Practice Registered Nurse (APRN) program, admitted nurse practitioners (NP) of all specialties, clinical nurse specialists (CNS), certified registered nurse anesthetist (CRNA), and nurse midwives. The DNP expanded in 2020 to include four concentrations: BSN-DNP including Family Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner and two post-masters' concentrations including the previous Post APRN concentration and the Nurse Executive Leadership concentration.

The SON is an integral part of UNCW and a vital contributor to the healthcare community in New Hanover County and the surrounding southeastern region. The faculty is committed to preparing nurse graduates at the baccalaureate, master's, and doctoral levels to become vital members of the workforce contributing to the health of the community. The faculty is also committed to inter-professional collaboration in teaching, scholarship, and service to promote, support, and maintain the health of the citizens.

Follow this link for the College of Health and Human Services Fact Sheet.

Follow this link for the [School of Nursing Fact Sheet](#).

B. *School of Nursing Vision*

Together we improve health and well-being.

C. *School of Nursing Mission*

We educate and empower nursing and clinical research professionals to advance the health of diverse individuals and communities through excellence in teaching, practice, research, and scholarly activity.

D. *School of Nursing Values*

Value	Working Definition
Integrity	Honesty, transparency, trustworthiness, and the exercise of consistent moral and ethical standards.
Excellence	Being an organization of distinction in our teaching, research, scholarly inquiry, practice, quality/safety work, and by providing a student-focused learning environment.
Caring	Reciprocal practice of forming intentional connections that respect the worth, dignity, and rights of others.
Service	Extending our expertise and energies to enhance the welfare of diverse organizations, communities, and individuals.

E. *School of Nursing Program Accreditation*

The School of Nursing baccalaureate, masters and doctoral programs are accredited by the Commission on Collegiate Nursing Education (CCNE) (external link), One DuPont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791. The pre-licensure program is approved by the North Carolina Board of Nursing.

Contact Information

Director, UNCW School of Nursing

Linda Haddad, RN,PhD, FAAN

haddadl@uncw.edu

Associate Director for Academic Programs

Matthew J Gallek, PhD, RN
gallekm@uncw.edu

DNP Program Coordinator

Kelly Laham, DNP, RN, ANP-BC, CNE
lahamk@uncw.edu

FNP Concentration Leader

Sara L. Hubbell, DNP, APRN, PMHNP-BC, NP-C
hubbells@uncw.edu

BSN–DNP PMHNP Concentration Leader

Anka Roberto, DNP, PMHNP-BC, APRN, MPH

robertoa@uncw.edu

Post-APRN Concentration Leader

Kelly Laham, DNP, RN, ANP-BC, CNE
lahamk@uncw.edu

Nurse Executive Leader Concentration Leader

Elizabeth K. Woodard, PhD, RN
woodarde@uncw.edu

Office of Student Success

McNeill Hall, Room 1009
910.962.3208
Fax: 910.962.4921

Email: chhs@uncw.edu

Internet: https://uncw.edu/chhs/ssc/index.html

School of Nursing

(910) 962-7410
Fax: (910) 962-3723
Email: son@uncw.edu

Internet: http://uncw.edu/son/

http://www.uncw.edu/finaid/process.html

Financial Aid Office

(910) 962-3177
Email: finaid@uncw.edu

Graduate School

James
Hall
910-
962-
7303
Fax: 910-962-3787
http://uncw.edu/gradschool/admissions.ht
ml

Doctor of Nursing Practice Program Purpose

The Doctor of Nursing Practice (DNP) program integrates nursing science with biophysical, psychosocial, analytical and organizational sciences, which graduates use to understand the nature of health and health care delivery and evaluate the effectiveness of interventions.

The DNP is a practice-focused doctoral degree earned by advanced practice registered nurses (APRNs) and nurse leaders. The DNP serves as a clinical leader in transforming care of the individual, the community, and the healthcare system. UNCW's Post-Masters to DNP program concentrations can be completed in as few as five semesters. The BSN to DNP program concentrations can be completed in as few as eight semesters. Specialties include Family Nurse Practitioner, Psychiatric Mental Health Nurse Practitioner, , and Nurse Executive Leadership.

A. AACN Essential Competencies

The Doctor of Nursing Practice Program reflects the *The Essentials of Doctoral Education for Advanced Nursing Practice* as set forth by the American Association of Colleges of Nursing (AACN, 2006). The Essentials reflect the profession's core values and provide the necessary curricular elements, framework, and outcomes expected of all graduates of doctoral nursing programs. The DNP Essentials are as follows:

- Essential I: Scientific Underpinnings for Practice
- Essential II: Organizational and Systems Leadership for Quality Improvement and Systems Thinking
- Essential III: Clinical Scholarship and Analytical Methods for Evidence-Based Practice
- Essential IV: Information Systems/Technology and Patient Care Technology for the Improvement and Transformation of Health Care
- Essential V: Health Care Policy for Advocacy in Health Care
- Essential VI: Interprofessional Collaboration for Improving Patient and Population Health Outcomes
- Essential VII: Clinical Prevention and Population Health for Improving the Nation's Health
- Essential VIII: Advanced Nursing Practice

B. DNP PROGRAM OUTCOMES

Upon completion of the DNP curriculum, the new graduate will be able to:

1. Integrate science from nursing and other disciplines to identify, develop, and evaluate practice change initiatives that improve individual and population health
2. Demonstrate leadership within healthcare systems to adopt strategies to improve quality and safety.

3. Incorporate knowledge of evidence-based practice into advanced decision-making through the evaluation and translation of evidence into practice.
4. Analyze, apply and integrate appropriate information and technology that will improve and transform care at the individual and population level.
5. Critically analyze health policy to develop and implement health care reform that advocates for social justice and equity.
6. Engage in advanced decision-making within an inter-professional environment that results in culturally aware, ethical, and comprehensive systems of care.
7. Demonstrate high levels of skills in health promotion and disease prevention strategies for individuals, populations and systems.

1. **Degree Requirements**

 a. **Degree Requirements for Post-APRN Concentrations**

1. A total of 33 graduate semester hours is required for the Doctor of Nursing Practiceprogram, post-APRN concentration.

2. All courses required in the program are open only to graduate students admitted into the program.

3. A total of nine semester hours of transfer credit (non-clinical courses) may be accepted with approval from the DNP program coordinator.

4. With the exception of nine approved transfer credits, all graduate study must be completed in residence (online).

5. A DNP student must have a "B" or better in each required course. If a student earns a "C," he/she must repeat the course and must earn a "B" or better to progress in the program. A student will only be allowed to repeat one course. A student must maintain a cumulative GPA of 3.0.

6. A faculty-supervised DNP project is required. The DNP project emphasizes methods of implementing evidence to solve identified clinical problems that an APRN might encounter using appropriate EBP and translation methods. Students must present the proposal and receive approval from the faculty before implementation of the DNP Project.

7. The DNP Project will be presented orally at the end of the DNP program.

8. Each student must complete an approved course of study within six years from the date of first registration to be eligible for graduation.

9. DNP immersion hours must include a minimum of 1000 hours post BSN.

10. Attendance at the DNP Orientation is required.

11. DNP Project submission to the graduate school is required.

 b. **Degree Requirements for Nurse Executive Leader Concentration**
1. A total of 36 graduate semester hours is required for the Doctor of Nursing Practice program, Nurse Executive Leadership Concentration.

2. All courses required in the program are open only to graduate students admitted into the program.
3. A total of nine semester hours of transfer credit (non-clinical courses) may be accepted with approval from the DNP program coordinator.
4. With the exception of nine approved transfer credits, all graduate study must be completed in residence.
5. A DNP student must have a "B" or better in each required course. If a student earns a "C," he/she must repeat the course and must earn a "B" or better to progress in the program. A student will only be allowed to repeat one course. A student must maintain a cumulative GPA of 3.0.
6. A faculty-supervised DNP project is required. The DNP project emphasizes methods of implementing evidence to solve identified clinical problems that an APRN might encounter using appropriate EBP and translation methods. Students must present the proposal and receive approval from the faculty before implementation of the DNP Project.
7. The DNP Project will be presented orally at the end of the DNP program.
8. Each student must complete an approved course of study within six years from the date of first registration to be eligible for graduation.
9. DNP immersion hours must include a minimum of 1000 hours post BSN.
10. Attendance at the DNP Orientation is required.
11. DNP Project submission to the graduate school is required.

c. **Degree Requirement for BSN-DNP FNP and PMHNP concentrations**

1. A total of 70 graduate semester hours is required for the BSN to DNP program Family Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner concentrations.

2. All courses required in the program are open only to graduate students admitted into the program.

3. A total of nine semester hours of transfer credit (non-clinical courses) may be accepted with approval from the DNP program coordinator.

4. With the exception of nine approved transfer credits, all graduate study must be completed in residence.

5. A DNP student must have a "B" or better in each required course. If a student earns a "C," he/she must repeat the course and must earn a "B" or better to progress in the program. A student will only be allowed to repeat one course. A student must maintain a cumulative GPA of 3.0.

6. A faculty-supervised DNP project is required. The DNP project emphasizes methods of implementing evidence to solve identified clinical problems that an APRN might encounter using appropriate evidence base practice and translation methods. Students must present theproposal and receive approval from the faculty before implementation of the DNP Project.

7. The DNP Project will be presented orally at the end of the DNP program.

8. Each student must complete an approved course of study within six years from the date of first registration to be eligible for graduation.

9. DNP immersion hours and specialty focused clinical hours must include a minimum of 1000 hours post BSN.

10. Attendance at the DNP Orientation and on campus specialty course intensives isrequired.

11. DNP Project submission to the graduate school is required.

d. **Moving Between Concentrations**

Students enrolled in the DNP Program who desire to transfer to a different concentration must apply through the Transfer Between Concentrations Form which can be acquired from the faculty advisor. Application requires completion of at least one semester in current program, an essay to include admission criteria, physical space availability in the concentration, and all admission requirements met for concentration wishing to enter. Approval by concentration leader, DNP coordinator, SON Director and Graduate School for final approval. Students may only transfer once while in the DNP program if approved.

DNP Core Performance Standards

Admission to the School of Nursing Doctor of Nursing Practice (DNP) program is not based on the following performance standards, but on the eligibility requirements defined in the admissions materials. **The performance standards are used to assist students in determining whether accommodations or modifications are necessary and provide an objective measure upon which informed decisions can be based about whether the student is able to meet requirements.**

* Critical thinking ability sufficient for clinical judgment.
* Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
* Communication abilities sufficient for interaction with others in verbal and written form.
* Physical abilities sufficient to move from room to room and maneuver in small spaces.
* Gross and fine motor abilities sufficient to provide safe and effective nursing care.
* Auditory abilities sufficient to monitor and assess health needs.
* Visual ability sufficient for observation and assessment necessary in nursing care.
* Tactile ability sufficient for physical assessment.

If an otherwise qualified student believes that he or she cannot meet one or more of the standards without accommodation or modifications, the nursing program will determine, on an individual basis, whether or not the necessary modifications can be made reasonably. The following process will be used:

1. Each student admitted to the Doctor of Nursing program will have online access to the Student Handbook which includes a list of the required Core Performance Standards.
2. If you are a student with a disability and need accommodation, you must be registered with Disability Services (DePaolo Hall, 910-962-7555). Please provide your Accommodations Letter within the first week of class or as soon as possible. You should then meet with your

instructor to make mutually agreed upon arrangements based upon the recommendations in the Accommodations Letter. For additional information please click the following link: http://uncw.edu/disability/ . A representative may be contacted by clicking on the following link and referring to the contact information for each representative: http://uncw.edu/disability/about/contact.html

A. Course Registration

The process for registering for graduate courses is described on the website "Steps to Search for Courses and Register for Courses". This site also contains instructions for dropping and adding courses after you have registered. You will have to complete the process through SeaNetwhich is the portal for accessing courses, schedules, the graduate catalogue, and financial aid.

Graduate Course Registration

Changes in full-time or part-time status need to be approved by the DNP program coordinator and the specific concentration leader. This request will be considered on a case-by-case basis.

B. Academic Review for Awarding Clinical/Credits

In accordance with the National Task Force on Quality Nurse Practitioner Education Essentials (2016) 1,000 advanced practice post-BSN clinical/immersion hours must be documented to earn a DNP degree. 500 clinical hours in the advanced practice nursing specialty of the chosen concentration area are required in population focused areas for APRN students. These hours do not include employment experiences or continuing education courses but must be listed on an official transcript from a nationally accredited institution and must demonstrate scholarly rigor and engagement in clinical/ immersion hours. An additional 500 immersion hours are required for the DNP degree.

Post-Master certificate students

In accordance with the National Task Force on Quality Nurse Practitioner Education Essentials (2016), 500 clinical hours in the advanced practice nursing specialty are required in the chosen population focused specialty concentration area. These hours do not include employment experiences or continuing education courses but must be listed on an official transcript from a nationally accredited institution and must demonstrate scholarly rigor and engagement in clinical.

C. Clinical Placement Handbook

Additional clinical information is provided in the Doctor of Nursing Practice Program

Immersion & Clinical Overview.

Section II: DNP Concentrations

A. BSN to DNP Family Nurse Practitioner (FNP) Concentration

The Doctor of Nursing Practice Family Nurse Practitioner (FNP) concentration is designed to produce a nursing professional with advanced practice nursing skills to provide primary health care to patients across the lifespan for a wide range of populations including rural and urban.

This program integrates nursing science with biophysical, psychosocial, analytical and organizational sciences, which graduates use to understand the nature of health and health care delivery, while evaluating the effectiveness of interventions. The DNP serves as a clinical leader in transforming care of the individual, the community, and the healthcare system.

Graduates will be eligible to take the American Nurses Credentialing Center (ANCC) or the American Academy of Nurse Practitioners (AANP) certification exam for Family Nurse Practitioners which validates their knowledge and skills for practice as a nurse practitioner. Graduates will be able to seek approval to practice as a FNP in North Carolina or another state of their choice. UNCW's BSN to DNP FNP Concentration is a 70-credit hour program that can be completed in as few as eight semesters.

At the time of matriculation, students must hold and maintain an active, unrestricted RN license in North Carolina or a compact license to practice in North Carolina. Students must complete clinical/practicum hours in North Carolina.

BSN to DNP Family Nurse Practitioner (FNP) Concentration Course Descriptions can be found here: BSN-DNP FNP Course Descriptions

BSN to DNP FNP Concentration Full-Time Plan of Study is located here: BSN-DNP FNP Full-Time

BSN to DNP FNP Concentration Part-Time Plan of Study is located here: BSN-DNP FNP Part-Time

B. BSN to DNP Psychiatric Mental Health Nurse Practitioner (PMHNP) Concentration

The Doctor of Nursing Practice Psychiatric Mental Health Nurse Practitioner (PMHNP) Concentration is designed to produce a nursing professional with advance practice nursing skills to provide psychiatric and mental health care to patients across the lifespan.

This program also integrates nursing science with biophysical, psychosocial, analytical and organizational sciences, which graduates use to understand the nature of health and health care delivery and evaluate the effectiveness of interventions. The DNP serves as a clinical leader in transforming care of the individual, the community, and the healthcare system.

Graduates will be eligible to take the American Nurses Credentialing Center (ANCC) certification exam for Family Psychiatric Mental Health Nurse Practitioners which enhances their opportunity for advancement in the field. They will be able to seek approval to practice as a

PMHNP in North Carolina or other state of choice. UNCW's BSN to DNP PMHNP Concentration is a 70 credit hour program that can be completed in as few as eight semesters

At the time of matriculation, students must hold and maintain an active, unrestricted RN license in North Carolina or a compact license to practice in North Carolina. Students must complete clinical/practicum hours in North Carolina.

BSN – DNP Psychiatric Mental Health Nurse Practitioner (PMHNP) Concentration Course Descriptions can be found here: [BSN-DNP PMHNP Course Descriptions](#)

BSN to DNP PMHNP Concentration Full-Time Plan of Study is located here: [BSN-DNP PMHNP Full-Time Plan of Study](#)

BSN to DNP PMHNP Concentration Part-Time Plan of Study is located here: [BSN-DNP PMHNP Part-Time Plan of Study](#)

C. Post APRN Master's to DNP Concentration

The Doctor of Nursing Practice (DNP) program integrates nursing science with biophysical, psychosocial, analytical and organizational sciences, which graduates use to understand the nature of health and health care delivery and evaluate the effectiveness of interventions.

The DNP is a practice-focused doctoral degree earned by advanced practice registered nurses (APRNs). The DNP serves as a clinical leader in transforming care of the individual, the community, and the healthcare system. UNCW's Post-Master's DNP is a 33 credit hour program that can be completed in as few as five semesters.

Post APRN Masters to DNP Concentration Course Descriptions can be found here: [Post APRN Course Descriptions](#)

Post APRN Masters to DNP Concentration Full-Time Plan of Study is located here: [Post APRN Full-Time Plan of Study](#)

Post APRN Masters to DNP Concentration Part-Time Plan of Study is located here: [Post APRN Part-Time Plan of Study](#)

D. Post Masters to DNP Nurse Executive Leadership Concentration

The UNCW Doctor of Nursing Practice Nurse Executive Leadership concentration prepares nurses across all settings who are in a leadership trajectory. Graduates of this program are expected to lead healthcare organizations in changing the delivery of care and the expected outcomes for our clients, community, and global health. DNP prepared leaders will contribute to the discipline of nursing through innovation and translating evidence into leadership practice.

The Essentials of the Doctoral Education for Advanced Nursing Practice (Definition page 4 of AACN DNP Essentials) and the American Organization for Nursing Leadership (AONL)) competencies are embedded in this program. (AACN DNP Essential VIII). UNCW's post-

Masters Nurse Executive Leadership DNP is a 36-credit hour program that can be completed in as few as five semesters.

Post Masters DNP Nurse Executive Leadership Concentration Course Descriptions can be found here: DNP Nurse Executive Leadership Course Descriptions

DNP Nurse Executive Leadership Concentration Full-Time Plan of Study is located here: DNP Nurse Executive Leadership Full-Time

DNP Nurse Executive Leadership Concentration Part-Time Plan of Study is located here: -DNP Nurse Executive Leadership Part-Time

E. DNP Project Guidelines

All students enrolled in the DNP are required to complete a quality improvement project which mustadhere to the rigor of doctoral academic work. The DNP Project is a faculty-guided experience that provides evidence of critical thinking, ability to integrate information, and understanding of quality improvement and program evaluation processes incorporating the best available evidenceto improve outcomes.

The UNCW School of Nursing faculty promotes the nursing profession through programs of research and scholarship to establish evidence-based practice focusing on health care across the lifespan, and nursing education. Prior to starting any project, you must complete the IRB Training as listed on the UNCW Office of Sponsored Sponsored Programs and Research Compliance website.

The DNP Program is designed to include three DNP Project courses that guide the project development. Students will be assigned a faculty Team Leader for their DNP project in the NSG 681course of the DNP program. A formal DNP Project Team meeting is required to approve the DNP Project proposal. The student will supply a copy of the proposal draft (paper and presentation) to each Team member. Students **should provide the Project Team members at least 2 weeks to review your proposal before the meeting.**

The DNPProject paper and proposal presentation will follow the SQUIRE 2.0 Guidelines . The DNP Project will be implemented and evaluated during NSG 699. Students must enroll in NSG 699 for a minimum of two consecutive semesters. The most current edition of American Psychological Association (APA) style will be the formatfor the DNP project.

Final submission of the DNP Project paper will be submitted to the UNCW Graduate School according to UNCW Graduate School guidelines.

The final DNP Project paper and presentation must meet the passing grades according to the rubric below. Failure to do so will result in the student taking an additional NSG 699 course to make the needed revisions.

The timely completion of the DNP project is the student's responsibility.

F. DNP Project Rubric

Criteria	Below Expectations	Meets Expectations	Exceeds Expectations
	1	2	3
Title	Does not indicate project's concerns or initiative to improve healthcare.	Somewhat indicates project's concerns and initiatives to improve healthcare but not fully developed.	Broadly indicates project concerns as initiative to improve healthcare.
Abstract	Does not provide a structured abstract and/or does not meet word limits.	Provides a structured abstract but does not have all sections and/or sections are not succinct.	Structured abstract includes succinct Background, Local Problem, Methods, Intervention(s), Results and Conclusions while meeting word limitations.
Problem Description	Does not fully describe nature and/or significance of local problem.	Adequately describes nature and significance of local problem.	Succinctly describes nature and significance of problem at all levels, including but not limited to the local level (clinic or organizational level).
Available Knowledge	Does not synthesize current knowledge of the problem from the literature.	Provides a summary of information from the literature but it does not flow organizationally in the paper.	Synthesis of what is currently known about the problem in the literature.
Rationale	Framework, model, concept, or theory is	Identifies an appropriate	Clearly identifies an Appropriate

Criteria	Below Expectations	Meets Expectations	Exceeds Expectations
	not appropriate for DNP project and lacks supporting evidence.	framework, model, concept, or theory but does not fully justify assumptions and/or reasons the intervention(s) is expected to work.	framework, model, concept, or theory to explain the problem with descriptions of assumptions, and reasons why the intervention(s) is expected to work.
Specific aims	Purpose statement is not clear and/or well written.	Purpose statement does not reflect the actual purpose of the project but is clear and well written.	Clearly and succinctly states and adequately reflects the purpose of the project.
Methods: Context	Organizational elements are not clearly stated.	Organizational elements are clearly stated but not tied into the project intervention(s).	Provides clear organizational elements in relation to the project and intervention(s).
Intervention(s)	Intervention(s) are not evidence-based.	Descriptions of the intervention(s) and team are provided but are not detailed or clear.	Clear and succinct descriptions of the intervention(s) and specifics of the team involved.
Study of the Intervention(s)	Assessment of the intervention(s) chosen was not appropriate and/or does not indicate how to determine if the outcome is due to the intervention(s).	Assessment of intervention(s) impact is appropriate but not clearly written and/or unable to determine how the outcome is from the intervention(s).	Clearly has chosen an appropriate way of assessing the impact of the intervention(s) and to determine if the outcome was due to the intervention(s).
Measures	Does not provide a clear rationale, operational definition, validity, and/or reliability of measures chosen.	Some aspects are well written and clear but does not provide detail and/or succinct rationale, operational definitions, validity and/or reliability of measures chosen.	Measures chosen include the rationale, operational definitions, validity and reliability in a well written succinct manner.
Analysis	Does not use quantitative analysis and/or does not	Inferences from the data are not clear and/or does not	Quantitatively draws inferences from data with clear

Criteria	Below Expectations	Meets Expectations	Exceeds Expectations
	consider time as a variable.	provide a succinct understanding of variation within the data.	understanding of variation within the data, including time as a variable.
Ethical considerations	Does not address ethical considerations.	Does not provide clear understanding of ethical processes for QI projects.	Clearly states IRB approval was obtained for QI project
Results	All aspects are not covered and/or graphs and charts are not used to represent data appropriately.	Most aspects are covered but some aspects lack sufficient detail and/or graphs and charts are not detailed.	Covers all aspects in detail: steps, evolution, and modifications made to intervention(s), details of process measures and outcomes, contextual elements that interacted with intervention(s), unintended consequences, and details about missing detail. Graphs and charts are used appropriately to represent data.
Discussion: Summary	Key findings and strengths are not clearly written and/or are not related to the relevance of the rationale or specific aims of the project.	Key findings and strengths of the project are clearly written but lack relevance to the rationale and specific aims of the project.	Clearly written key findings, particular strengths of project with relevance to the rationale and specific aims of the project.
Interpretation	Aspects are not clearly written and/or described.	Most aspects are clearly written but some aspects lack sufficient detail.	All of the following aspects are clearly written: association and outcomes of intervention(s), comparison of results from other studies in the literature with reasons for differences, impact

Criteria	Below Expectations	Meets Expectations	Exceeds Expectations
			on people and systems, explains any differences between observed and anticipated outcomes, and costs that include strategic trade-offs.
Limitations	Does not describe and/or understand the limited generalizability of a DNP project and/or does not acknowledge factors that limit internal validity.	Describes limited generalizability and factors limiting internal validity but does not fully develop concepts.	Clearly describes and displays understanding of limited generalizability of DNP projects and acknowledges factors possibly limiting internal validity.
Conclusions	Does not clearly cover all aspects.	Covers most aspects but does not clearly describe all aspects in sufficient detail.	Includes but is not limited to a clear description of usefulness of work, sustainability, implications for practice, potential spread to other contexts, and suggested next steps.
Column Totals			
Total Score			
Must have a minimum score of 34 topass			

Section III: Supporting Services

A. *Support Services*

Academic Support Services

The University Learning Center (ULC) provides academic support services in a variety of areas. Visit the ULC website for details about services that are available to all UNCW students (http://uncw.edu/ulc/).

The ULC offers online writing consultation to assist students with academic writing. It is recommended that students submit drafts of written assignments at least one week before the assignment is due. Additional information is available at Writing Consultation Services

Canvas HELP feature for student resources

Technology Support Services

The Technology Assistance Center (TAC) provides technology support to all UNCW students. Students can call TAC at 910-962-HELP for assistance. Hours of operation vary and are posted on the TAC homepage http://uncw.teamdynamix.com/TDclient/home/

Office of e-Learning

The Office of e-Learning provides a wide variety of 'How-to' instructional materials for students enrolled in online course.   The resources include step-by-step directions and videos to help guide students with use of technology in online learning. Visit the OEL website to access these resources Distance Education

Health and Counseling Services

The Abrons Student Health Center on the UNCW campus provides health services to UNCW students. Visit their website for additional information http://uncw.edu/healthservices/

The Counseling Center on the UNCW campus provides a broad range of psychological, counseling, and educational services to UNCW students. Visit their website for additional information and to access stress reduction resources http://uncw.edu/counseling/about.html

Student Governance

The Graduate Student Association of the University of North Carolina Wilmington is the student government association   representing all graduate students at UNCW. The organization works to advance interests and welfare of graduate students within the university (UNCW GSA Constitution, 2011). Membership is granted to all full and part-time graduate students at UNCW. Learn more about participating in university level governance by visiting the GSA website at http://student.uncw.edu/org/gsa/

Nursing students have the opportunity to contribute to program governance within the School of Nursing by serving as the student representative on each of the school's governance committees including: Graduate Faculty Council and FNP Program Council. Students are notified of committee vacancies by the DNP Program Coordinator and may self-nominate to serve in this key governance role.

Section IV: General Procedures and Polices

Awards

1. **Award of Excellence – Graduate**

   One graduate student will be selected from each of the DNP program concentrations.

   Criteria:

   1. Overall cumulative GPA 3.25 or above. (Verified by Student Services Coordinator)

   2. Outstanding clinical/academic performance.

   3. Nominations accepted from all faculty teaching in the respective concentration—with justification statement. Nominations, selection, and voting will occur at the individual concentration level and will be presented to the DNP Program Committee.

   4. Must be graduating at the respective December or May commencement.

   5. Each awardee will receive a commemorative plaque. A plaque of all awardees will be displayed in McNeill Hall.

2. **Achievement Award—Graduate**

   One graduate student will be selected from each of the DNP program concentrations

   Criteria:

   1. Demonstrates growth and mastery of nursing concepts and practices.

   2. Utilizes resources effectively to develop potential.

   3. Takes initiative for own responsibility for learning growth.

   4. Nominations accepted from all faculty teaching in the respective program concentration—with justification statement. Nominations, selection, and voting will occur at the individual concentration level and will be presented to the DNP Program Committee.

   5. Must be graduating at the respective December or May commencement.

   6. Each awardee will receive a commemorative plaque. A plaque of all awardees will be displayed in McNeill Hall.

3. **DNP Project Award---Graduate**

   One DNP graduate student will be selected from the entire current DNP Program

   Criteria:

   1. Demonstrates growth and mastery of ~~nursing concepts and practices.~~ Quality improvement and evidence-based practice.

2. Utilizes resources effectively to develop, ~~potential.~~ Implement, evaluate, and disseminate the DNP project. Dissemination in this text means to the clinical agency and the DNP Team.

3. Takes initiative for own responsibility for learning growth.

4. Nominations accepted from the DNP project team ~~all faculty teaching in the respective program concentration~~ with justification statement. Nominations, selection, and voting willoccur at the ~~individual concentration level and will be presented to the~~ DNP Program Committee.

5. Must be graduating at the respective ~~December or~~ May commencement.

6. Each awardee will receive a commemorative plaque. ~~A plaque of all awardees will be displayed in McNeill Hall.~~

7.

Maintenance of RN Licensure

All DNP students are required to maintain continuous RN licensure during enrollment in the program. If a student's RN license is renewed during the program, the student must provide documentation of this renewal to the nursing faculty adviser. If the student's RN license lapses or becomes encumbered due to a disciplinary action, the student is required to notify the DNP

program coordinator immediately and may be dismissed from the program.

Insurance

Liability insurance is required for each semester that a student is registered for clinical courses and is for coverage while working in a student capacity only. Each student is required to have liability insurance with minimum coverage of $1,000,000 incident/$3,000,000 aggregate. RNs should be aware that most if not all, employment coverage does not transfer to student coverage. Professional liability insurance will be billed to the student's account each semester for an annual cost of $17.50 (cost subject to change).

Health insurance is required for all UNCW students who meet the following three criteria: enrolled in a minimum of 6 credit hours per semester for undergraduates or 1 credit hour for graduate students; enrolled in a degree-seeking program; and eligible to pay the UNCW student health fee. Since extension and distance education students do not pay the health fee or use the health center, they will not be required to show proof of health insurance.

Orientation

Students are required to attend the DNP program **on campus orientation <u>and</u> on campus intensive days during concentration specific semesters.** An optional orientation is provided by UNCW Graduate School. Students are encouraged to attend.

Retention and Progression Policy

Refer to "Retention Policy" as outlined in the University of North Carolina Wilmington Graduate Catalogue under "Academic Regulations and Procedures" section for graduate school policy. However, note the following School of Nursing specific policies related to retention and progression. Students are responsible for abiding by all Graduate School and SON policies related to retention and progression.

o   Student must maintain a grade of B (3.0) in each required course in order to remain in the program. A student who receives less than a B (3.0), but no lower than a C (2.0), will be allowed to repeat the **one** course. **A student will only be allowed to repeat one course**. A student who is unsuccessful on the second attempt in a nursing course, or a student receiving a grade of C or below in two or more nursing courses will be dismissed from the program. In accordance with the graduate school progression policy, a student must maintain a cumulative GPA of 3.0 at all times. Further, if at any point a student falls below the required 3.0 GPA, he or she will be put on academic probation. The student will be given the opportunity to repeat the course a maximum of one time when the course is offered again.

o   An incomplete grade ("I") indicates that the student was passing the course at the time of consideration for Incomplete but is unable to complete the course requirements. It also indicates that the student received consent from the course faculty member to complete the

work for which the "I" grade is awarded. An "I" grade must be removed no later than one calendar year from the time the grade is awarded. An "I" grade not removed will be converted to an "F." Should the Incomplete occur in the final semester, the student will complete the course for a letter grade in the following semester. The Graduate School will then confer the degree at commencement during which the course was successfully completed.

o In order to progress in each course in the curriculum, students are expected to adhere to professional standards of advanced nursing practice and exhibit behaviors demonstrating role readiness. Examples of readiness include: 1) availability to the program; 2) collaborative interpersonal skills; 3) emotional stability; 4) ethical and legal behavior; 5) clinical skills, and 6) personal and professional accountability. Students deemed clinically unsafe will be dismissed from the program and will not be eligible for readmission.

Grading

The University of North Carolina Wilmington uses the quality point system and semester hour credit for calculating student achievement. Grade symbols and equivalent quality points used are as follows in the Graduate Grading section of the Graduate Catalog. Students may receive a "C" in one graduate course. In the event of this happening, the student must repeat the course. However, program progression halts until the student passes the course with a "B" or above. If a student receives a second "C" in the program, they are dismissed from the program.

Grade	Points	Grade Point	Description
A	100-90	4.00	Excellence
B	89-80	3.00	Completely satisfactory
C	79-70	2.00	Must repeat course and program progression halts
F	<70	0	Failure
I/F		0	Failure
P/F			Pass/Fail
S			Satisfactory progress (~~thesis~~) (DNP Project)
U			Unsatisfactory progress (~~thesis~~) (DNP Project)
I/U			Unsatisfactory progress (~~thesis~~) (DNP Project)
I			Work incomplete
W			Withdraw passing

Rounding of Grades

Individual assignment grades will not be rounded. Final grades will be rounded to the closest whole number using the 0.5 rule. For example, an 85.489 is an 85. An 85.844 is an 86. An 85.500 is an 86.

Grade Appeal Procedure

Any student considering an appeal of a final course grade should understand that each faculty member has the academic freedom and responsibility to determine grades according to any method chosen by the faculty member. However, prejudiced or capricious academic evaluation by a faculty member is a violation of a student's rights and valid grounds for a grade appeal. Any intent to appeal a final course grade must be made in writing to the Graduate School within 30 days of issuance of the grade. Any student who contests a course grade shall first attempt to resolve the matter with the faculty involved. Failing to reach a satisfactory resolution, the student may appeal the grade in accordance with the procedures

outlined by the Graduate School. Please visit the Graduate School Grade Appeal Procedure website for additional information.

Academic Grievance Procedure

Students enrolled in the DNP program are to follow the Graduate Academic Grievance Procedure for academic or procedure concerns (not grade-related).

Graduate students who have academic or procedural concerns, other than grades, should attempt to resolve those concerns at the lowest academic level as soon as possible (and no more than 90 days) after the event giving rise to the complaint. The first level for redress is with the appropriate faculty member. Within 30 days of failing to reach a satisfactory resolution with the faculty member, the student may appeal to the School Director or Associate Director for Academics. Failing resolution at the department level, the student may, within 10 business days, appeal jointly to the Dean for the student's academic area and to the Dean of the Graduate School. The deans (or their designees) will conduct interviews with all parties to arrive at a resolution of the issue. The mutually agreed upon decision of the deans will be final and not subject to further appeal. Complaints that fall within the categories of sexual harassment, improper personal relationships, personal discrimination, unlawful workplace harassment, or workplace violence should be filed in accordance with Appendix J of the UNCW Code of Student Life (UNCW, 2016)

Code of Ethics

All School of Nursing programs subscribe to the Code of Student Conduct of the University of North Carolina Wilmington.

Student Standards of Conduct

Students share in the responsibility for maintaining an environment in which the rights of each member of the academic community are respected. When asked to report to any university office, a student is expected to appear at the time specified or to arrange another appointment. All students and their guests shall be responsible for conducting themselves ina manner that helps to enhance an environment of learning in which the rights, dignity, worth and freedom of each member of the academic community are respected.

In addition, students and faculty of UNCW SON subscribe to the American Nurses Association (ANA) Code of Ethics whereby, all students and faculty are expected to be honest and honorable in all academic and professional endeavors. It is further expected that they will refrain from any activity, which might impair the image of the university, school, or the nursing profession.

Academic Conduct

All students and faculty are expected to refrain from acts of academic misconduct including, but not limited to, plagiarism, the giving or falsifying of any academic documents or related materials, cheating, and the giving or receiving of unauthorized aid in tests, examinations, or other assigned schoolwork.

Professional Conduct

Professional misconduct is construed as any violation of the following provisions:

1. Faculty and students assume responsibility for individual and professional judgments and actions. Also, it is expected that they will seek consultation and clarification on professional actions in which there is uncertainty. It is expected further that they will continue to maintain the competence of their practice.
   a. The student nurse assumes responsibility and accountability for individual nursing judgments and actions at his/her level of knowledge and expertise.
   b. Nursing faculty and nursing students exercise informed judgment and use individual competence and qualifications as criteria in seeking consultation, accepting responsibilities, and delegating nursing activities to others.
2. It is expected that faculty and students will respect and uphold the rights of all their patients and their students.
   a. By providing services with respect for human dignity and the uniqueness of the patient and/or student unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
   b. By safeguarding the patient's/students right to privacy by judiciously protecting information of a confidential nature.
3. It is expected that faculty and students will protect patients and students against incompetent, unethical, or illegal practice.
   a. By participating in the profession's efforts to establish and maintain conditions of practice conducive to high quality of nursing care.
   b. By participating in the profession's efforts to implement and improve standards of nursing and nursing education.
   c. By participating in the profession's efforts to protect the public from misinformation and misrepresentation and to maintain the integrity of nursing.
   d. By collaborating with members of the health profession and other citizens in promoting community and national efforts to meet the health needs of the public.
   e. By assuming responsibility for reporting incompetent, unethical, or illegal practice to the appropriate authority (i.e., incident reports, etc.)
4. It is expected that faculty will respect and uphold the rights of students.
   a. By maintaining confidentiality of students' records.
   b. By obtaining or disseminating to the appropriate persons only information strictly pertinent to student's current academic performance.
   c. By treating the student as a person of worth and dignity.
5. It is expected that students will respect and uphold the rights of faculty.

a. By maintaining confidentiality of faculty records.
        b. By obtaining or disseminating to the appropriate persons only information strictly pertinent to faculty's current academic performance.
        c. By treating the faculty member as a person of worth and dignity.
6. The NCBON Regulations will also be upheld during the student's time in the DNP program.

Student Misconduct & Academic Integrity

Every student attending the School of Nursing is expected to adhere to the UNCW Honor Code. Any violation is considered an act of misconduct and warrants disciplinary action appropriate to the violation. A student has the right to contest any allegation of misconduct or disciplinary action. Whenever possible, allegations of misconduct should be settled at the lowest possible level—between the individuals involved. Allegations of misconduct should be resolved as quickly as possible. When a faculty member believes that a student has engaged in misconduct or scholastic dishonesty, the faculty member will submit a report to the Office of Student Affairs. The student may then be required to meet with a staff member to discuss the matter. If a student disagrees with the outcome of the case and does not wish to accept an informal resolution, the Campus Conduct Board composed of faculty and students will hear the case. When students are found responsible for scholastic dishonesty, the sanctions can include, but are not limited to, the following options: failing grade on an assignment, failing grade in a course, completing a required assignment, being placed on disciplinary probation, being suspended, or being expelled. Be advised that University policy prohibits withdrawing from a course to avoid a grade penalty due to scholastic dishonesty. The School of Nursing does not allow a student to withdraw from a class if accused of scholastic dishonesty. A student has the right to a hearing and to appeal any disciplinary action. Records of academic misconduct are kept on file in the college office and in the Office of Student Conduct.

Class Attendance

The University policies regarding class attendance states, "Students are expected to be present at all regular class meetings and examinations for the courses in which they are registered. **All faculty are responsible for setting policy concerning the role of attendance in determining grades for their classes**. It is the responsibility of the students to learn and comply with the policies set for each class in which they are registered. (See UNCW Catalogue).

Students enrolled in courses in the School of Nursing are responsible for class attendance and for the prescribed activities of the courses. **Students are expected to confer with faculty <u>prior</u> to anticipated absences and make arrangements for any required make-up assignments**. Students are expected to notify faculty when they are unable to attend a class or clinical/internship experience. In the case of a clinical/internship absence, students are to notify the appropriate faculty member by the beginning of that experience. Following an absence, students will confer with the faculty member regarding the absence and any further assignment. Faculty may deduct points or assign a "0" to an assignment should a student fail to attend a required class.

Confidentiality Statement

While a student in a clinical or educational agency via Contractual Agreement or Memorandum of Understanding between the School of Nursing and the agency, students are allowed access to patient records. Patient information from any source and in any form, including paper records, oral communication, audio recording, and electronic display, is **strictly confidential**. Access to confidential information is on a need-to-know basis and must comply with policies of the educational agency and the Health Insurance Portability and Accountability Act (HIPAA).

It is the policy of the UNCW School of Nursing that students, faculty, and staff of the school shall respect and preserve privacy and confidentiality of patient and student information, regardless of the agency to which the student or faculty is assigned. Violations of this policy include, but are not limited to:

- accessing information that is not within the scope of one's assignment
- misusing, disclosing without proper authorization, or altering patient, student, or personnel information
- disclosing to another person one's sign-on code and password for accessing electronic or computerized records
- using another person's sign-on code and password for accessing electronic or computerized records
- leaving a secured application unattended while signed on and
- attempting to access a secured application without proper authorization.

Violation of this policy by students, faculty or staff to any agency with which the UNCW School of Nursing has a Contractual Agreement or Memorandum of Understanding, may constitute grounds for corrective action up to and including loss of agency privileges, dismissal or termination from the school in accordance with applicable agency, school, or university procedures. Violation of this policy by any member of the school's student body, faculty, or staff may constitute grounds for termination of the contractual relationship or other terms of affiliation between the school and the agency. Unauthorized release of confidential information may also result in personal, civil, and/or criminal liability and legal penalties.

Equal Opportunity, Diversity, and Unlawful Harassment

The SON follows the policies and procedures related to Equal Opportunity, Diversity and Unlawful Harassment as outlined in the Undergraduate and Graduate Academic Catalogues.

Civility Statement

The School of Nursing embraces the [UNCW Respect Compact](#).

The School of Nursing is dedicated to creating and maintaining a civil community that supports respectful discourse and openness to opposing viewpoints. Members of the School of Nursing Community are asked to:

- Assume goodwill approach situations positively
- Communicate respectfully
- Address issues to the person directly involved. Follow the chain of command if not resolved when discussed with the person involved.
- Abide by the American Nurses Association Position statement about civility.

Statement of American Nurses Association Position (2015):

ANA's Code of Ethics for Nurses with Interpretive Statements states that nurses are required to "create an ethical environment and culture of civility and kindness, treating colleagues, co-workers, employees, students, and others with dignity and respect." Similarly, nurses must be afforded the same level of respect and dignity as others (ANA, 2015a). Thus, the nursing profession will no longer tolerate violence of any kind from any source. All registered nurses and employers in all settings, including practice, academia, and research must collaborate to create a culture of respect, free of incivility, bullying, and workplace violence. Best practice strategies based on evidence must be implemented to prevent and mitigate incivility, bullying, and workplace violence to promote the health, safety, and wellness of registered nurses and to ensure optimal outcomes across the health care continuum. This position statement, although written specifically for registered nurses and employers, is also relevant to other health care professionals and stakeholders who collaborate to create and sustain a safe and healthy interprofessional work environment. Stakeholders who have a relationship with the worksite have a responsibility to address incivility, bullying, and workplace violence (para. 1, 2).

American Nurses Association (2015). Incivility, bullying, and workplace violence. Retrieved from http://www.nursingworld.org/IncivilityBullying-and-WorkplaceViolence-PositionStatement

Literary Format

In order to provide consistency, uniformity, clarity, and standardization for written documents in all School of Nursing programs, the *Publication Manual of the American Psychological Associate* (latest edition) is the adopted style for all written documents in the School of Nursing. This format should be used by all students in writing papers as part of course requirements (unless otherwise specified.) The above titled book is often referred to as the "APA Style Manual."

Substance Abuse Policy

Students, faculty members, administrators, and other employees of the University of North Carolina Wilmington are responsible, as citizens, for knowing about and complying with the provisions of North Carolina Law that make it a crime to possess, sell, deliver, or manufacture those drugs designated collectively as "controlled substances" in Article 5 of Chapter 90 of the North Carolina General Statutes. Any member of the university community who violates that law is subject both to prosecution and punishment by the civil authorities and to disciplinary proceedings by UNCW. It is not "double jeopardy" for both the civil authorities and the university to proceed against and punish a person for the same specified conduct. The university will initiate its own disciplinary proceedings against the student, faculty member, administrator, or other employee when the alleged conduct is deemed to affect the interest of the university.

For a complete account, please reference the current issue of *The University of North Carolina Wilmington Student Handbook and Code of Student Life*.

Drug Screening Program

1. Admission and Annual Drug Screen
   Graduate student nurses **must** pass a urine drug screen no later than two weeks prior to fall orientation, **annually to continue in the program,** and at other times as mandated by clinical agencies. The student must obtain a 12-panel urine drug screen at a NIDA certified laboratory. The report must be issued from a National Institute of Drug Abuse (NIDA) approved laboratory. The Panel must include Amphetamines (AMP), Barbiturates (BAR), Benzodiazepines (BZO), Cocaine (COC) Metabolite, Marijuana (THC), Methadone (MTD), Methamphetamine (mAMP), Ecstasy (MDMA), Opiate (OPI), Phencyclidine (PCP), Propoxyphene (PPX), and Oxycodone (OXY). (Appendix A, CertifiedBackground.com) A Medical Review Officer (MRO) from Castle Branch consults confidentially with any student that tests positive to verify if there is a valid medical explanation. Complete and accurate results are typically available within 48 hours. At any time, a student can access, view and print his/her completed confidential report results from their online account. Refusal or failure to pass a urine drug screen or will result in the withdrawal of the admission.

   Students will be required to submit to random urine drug screening throughout their practicum courses. When a random urine drug screen is required, individual students will be notified by email and will have 24 hours to complete the screening. Test results will be made available to the School of Nursing and the student. No individual test results of the drug screen will be provided to clinical agencies. There will be a group list of those qualified to attend clinical as a result of the screen. Before these results are available, students must not attend off-campus clinical experiences. All expenses associated with drug testing are the responsibility of the student.

2. Testing based on Reasonable Suspicion
   a. A student may be subject to testing at any time when, in the judgment of a faculty member, there is reasonable cause to suspect the student is engaging in the use of non-prescribed or illegal drugs/alcohol. Such individualized reasonable suspicion may be based on information from any source deemed reasonable by the faculty member, including but not limited to:
      i. observed possession or use of substances that reasonably appear to be illegal drugs or legal drugs used illegally.
      ii. conviction for a criminal offense related to the possession, use or trafficking in drugs/alcohol.
      iii. observed abnormal appearance, conduct or behavior, including unusual patterns of absence from school or excessive tardiness that is reasonably interpretable as being caused by the use of drugs/alcohol.
   b. Individualized reasonable suspicion means: if the available facts were conveyed to a (hypothetical) reasonable person unfamiliar with the student, that person would conclude that there is a factual basis for determining that the student is using a prohibited drug/alcohol.
   c. When individualized reasonable suspicion is found to exist, the student shall be subject to the SON Policy on Dismissal for Unsafe Practices.
   d. In the case of individualized reasonable suspicion drug testing, the SON shall contract with a private laboratory. Once the student has been notified by the faculty member of the need for reasonable suspicion drug testing, the faculty member will remove the student from the clinical setting and will coordinate transportation for the student to be screened by the identified laboratory. For student and public safety, the faculty member may request that the student take a cab to the drug testing laboratory. The student must present for drug testing within 2 hours of being notified by the faculty member. The student is responsible for all expenses associated with drug testing. A consent and release form will be signed by the student for drug testing. Validated copies of the drug test results will be sent to the SON and, subsequently, to the student.
   e. Once the faculty member has confronted and removed the student from the clinical setting, the faculty member shall notify the DNP Program Coordinator, Associate Director for Academic Programs, and /or Associate Dean for Academic Affairs.

3. Consequences of Failure to Participate in or Cooperate with Testing

   An instance of failure or refusal to participate in or cooperate with testing shall be deemed to be an occasion of impermissible drug use that justifies dismissal under the SON Policy on Dismissal for Unsafe Practices.

4. Consequences of Impermissible Drug Use

   When prohibited drug use has been confirmed through positive test results, the student shall meet with the Director of the School of Nursing or designated representative of the Director. The following consequences may apply:

f. Student may be subject to dismissal under the SON Policy on Dismissal for Unsafe Practices.
g. Referral to UNCW Counseling Center for assessment, treatment recommendations, and follow up monitoring.
   i. If a student chooses not to participate in the referral and/or treatment prescribed by the UNCW Counseling Center, the student will be subject to dismissal under the SON Policy on Dismissal for Unsafe Practice.
   ii. If a student chooses to participate in the treatment prescribed by the UNCW Counseling Center, the student may continue theory courses. The student may not attend clinical until the prescribed treatment program has been completed. The treatment program must contain at least the following:
      a. Student agrees to assistance, to be drug free, and if there is a relapse, the student must report this to the counselor immediately.
      b. Student will obtain the prescribed counseling for a specified length of time and provide documentation to the UNCW Counseling Center on a regular basis.
      c. Student will submit to random drug testing as determined by the UNCW Counseling Center.
h. Once a student has successfully completed the treatment program and is released by the UNCW Counseling Center, the student must submit a letter to the Associate Director and Program Coordinator requesting re-entry into practicum courses. If approved, the student will continue to be subject to the substance abuse policy and must report any relapse immediately to the course and/or Program Coordinator, as well as the Associate Director and Director.

5. Confidentiality of Information Concerning Drug Use

Any information concerning a student's alleged or confirmed use of drugs shall be restricted to institutional personnel and North Carolina Board of Nursing as required, and to parents of minors or dependent students. No individual test results of the drug screen will be provided to clinical agencies. There will be a group list of those qualified to attend clinical as a result of the pre-clinical drug screen. No other release of such information will be made without the student's written consent, unless in response to appropriate judicial process. The institution, however, will not voluntarily disclose such information in the absence of a subpoena or court order.

Pre-clinical / immersion hours Criminal Background Check (CBC)

A criminal background check (CBC) must be completed by each student prior to orientation and may be required annually as directed by the graduate school. The purpose for completing a criminal background check is to meet the requirements of UNCW's clinical agency partners to participate in clinical / immersion hours. Additional information can be found in the Doctor of Nursing Practice Program Immersion & Clinical Overview Handbook.

Refusal to complete a CBC will result in the withdrawal of the admission offer.

Infectious/Communicable Disease Policy

Infectious/communicable diseases are common and may be a threat to students and faculty of the School of Nursing. During the performance of clinical practice/research activities, students may have contact with infectious disease organisms. Such contact may expose the student to infectious agents and may result in the student transmitting an infectious disease to other students, faculty, patients, family members, and subjects.

To help protect the health and safety of its students, as well as that of patients and subjects, the School of Nursing requires:

- A. Initial Infectious Disease Screening for nursing students
- B. Pre-exposure prophylactic immunization against specified infectious/communicable diseases for nursing students
- C. Post-exposure prophylactic follow-up/treatment of students following exposure to specified infectious diseases such as AIDS, tuberculosis and Hepatitis B

Exit Survey

Prior to graduation, each student will complete an exit survey about program satisfaction. If needed, the student can request an exit interview with the graduate coordinator.

Registration with NC Board of Nursing

Once the DNP is conferred following graduation, the SON Director will forward a notarized letter to the NC Board of Nursing as outlined in the NP Rules: " A notarized letter of verification from the Director of the NP program including a) the type of NP program completed b) the date of completion of the program and c) that the program meets requirements as stated in the NP rules 21 NCAC-36085 or 21NCAC32M.080

FNP Certification

In preparation for graduation, FNP-track students must plan for FNP certification. (Information is provided for the two national certification exam contacts). Students may contact either the American Nurses Credentialing Center (ANCC) or the American Academy of Nurse Practitioner (AANP) for details and to request the necessary form(s).

For the American Nurses Credentialing Center, students must obtain Form E—Nurse Practitioner Educational Preparation Verification, for initial validation, which can be found on page 16 of the ANCC catalog. The UNCW code is found on page 27 of the ANCC catalog. For additional information, students can contact ANCC, 600 Maryland Avenue, SW, Suite

100 West, Washington, DC 20024-2571, (202) 651-7000, (800) 284-2378, fax: (202) 651-7004.

The AANP Certification Program National Certification Examination Application, which is accessed via the AANP web site. Validation that you have met program specific outcomes is by official transcript which displays program completion and the date the degree has been conferred. For additional information, students can contact AANP, Certification Program, P. O. Box 12926, Austin, TX 78711, (512) 442-5202, fax: (512) 442-5221, or e-mail at certification@aanp.org.

PMHNP Certification

In preparation for graduation, PMHNP concentration students must plan for PMHNP credentialing. Students may contact the American Nurses Credentialing Center (ANCC) for details and to request the necessary form(s).

The American Nurses Credentialing Center certification catalogue/instructions can be accessed on line. In particular, students must obtain Form CPM-FRM-51 validation of APRN education form for initial credentialing. For additional information, students can contact ANCC, 8515 Georgia Avenue, Suite 400 Silver Spring, MD 20910-4392, (301) 628-5000, (800) 284-2378, www.nursingworld.org.

University Academic Expectations

In choosing UNCW, students have become part of our community of scholars. Faculty recognize that the UNCW learning experience is challenging and requires hard work. It also requires a commitment to make time available to do that hard work. The University expects students to make academics the highest priority by dedicating the time and energy to training one's mind and acquiring knowledge. Academic success in critical thinking and problem solving prepares students for the changes and challenges one will encounter in the future. Faculty and academic support resources are readily available as partners in this effort, but the primary responsibility for learning lies with the student.

Software Requirements

Students are required to have Microsoft Office when taking courses in the DNP programs. Additional software requirements will be listed on course syllabi.

Browser Requirements

Students are required to use browsers that are compatible and recommended for UNCW's current version of Canvas or other learning management system used by UNCW. The current

recommendation is for Firefox Extended Support Release (ESR). Visit
http://uncw.edu/dl/gettingstarted.html for updates and to learn more. Students are to complete
a browser test to ensure the web browser is properly configured. The browser test is
accessible after logging into Canvas.

Hardware Requirements

It is recommended that your computer/laptop be no more than three years old. A web camera
and microphone may be used. Additional hardware requirements will be listed on course
syllabi. Students must have access to a reliable high-speed internet connection. Assignment
due dates will not be extended due to disruptions in internet access. Students may have
computer operating systems and internet browsers that vary, so it is important to check for
compatibility before beginning a course using Canvas. The School of Nursing reserves the
right, at any time, to use distance learning technologies (e.g. interactive video to and from
remote sites) in the delivery of educational offerings.

Technical Support

For any issues using Canvas or other technical issues, contact the Technology Assistance Center
via their website or phone at 910-962-4357 (HELP). Technical issues are not an excuse for a late
assignment. The student must contact TAC for assistance within a timely manner. All contact
with the TAC is documented and faculty may contact TAC to verify if a student was having
technology issues and to confirm that the student made contact and the outcome of that contact.

Academic Integrity

All members of UNCW's community are expected to follow the academic Honor Code.
Academic dishonesty in any form will not be tolerated in this class. All academic integrity
violations will result in a failing grade for the course and will be reported to the University.
Please read the UNCW Honor Code carefully (as covered in the UNCW Student Handbook).
Please be familiar with UNCW's position on plagiarism as outlined in the UNCW Student
Handbook. Plagiarism is a form of academic dishonesty in which you take someone else's ideas
and represent them as your own. Please note it is also possible to plagiarize yourself. If you use
your work from a previous class or assignment in another class without proper citation, it is
plagiarism (i.e., using the same paper, or substantial portions of the same paper, for two classes
or assignments is not acceptable). It is always best to speak to the faculty prior to submitting a
paper if there is a question regarding academic integrity.

UNCW Statement on Diversity

As an institution of higher learning, the University of North Carolina Wilmington represents a
rich diversity of human beings among its faculty, staff, and students and is committed to
maintaining a campus environment that values that diversity. Accordingly, the university
supports policies, curricula, and co-curricular activities that encourage understanding of and

appreciation for all members of its community and will not tolerate any harassment or disrespect for persons because of race, gender, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, political affiliation, marital status, or relationship to other university constituents.

Zero Tolerance Policy

UNCW practices a zero tolerance policy for violence and harassment of any kind. For emergencies contact UNCW CARE at 962-2273; Campus Police at 962-3184; or Wilmington Police at 911. Follow this link for more information on University or community safety resources.

Student Support Services

The Division of Student Affairs consists of fourteen functional departments, each of which is responsible for providing a variety of student support, service, and educational programs which are accessible to all members of the university community. The staff members are dedicated individuals known for their passion and commitment to implementing programs and services that affect student development over the course of a lifetime. Student Affairs provides excellent delivery of student services that are responsive to student needs and promotes the quality of life and education both inside and outside the classroom. We build institutional traditions and lifelong affiliations through creative programs, vibrant student organizations, and a living/learning environment built on core values and uncompromising principles. The Division is a leader and primary spokesperson for students.

Students with Disabilities

If you are a student with a disability and need accommodations, you must be registered with Disability Services (DePaolo Hall, 962-3746). Please provide your Accommodations Letter within the first week of class or as soon as possible. You should then meet with your instructor to make mutually agreed upon arrangements based upon the recommendations in the Accommodations Letter. You can contact the Diability Resource Center here.

University Learning Center

The University Learning Center's (ULC) (DePaolo Hall, 910.962.7857) mission is to help students become successful, independent learners. Tutoring at the ULC is NOT remediation: the ULC offers a different type of learning opportunity for those students who want to increase the quality of their education. ULC services are free to all UNCW students and include the following: University Learning Center Services

Math Services

Writing Services

Appendix A Student's Consent Form

SON Substance Abuse Policy

Consent to the Substance Abuse Policy

I have read the UNC-W SON Substance Abuse Policy. I have been given an opportunity to ask any questions I may have about the policy. I understand my responsibilities in complying with the SON Substance Abuse Policy and any consequences regarding violation of the policy. I am voluntarily agreeing to participate in the UNCW SON program and abide by the Substance Abuse Policy.

Signed this＿＿day of＿＿＿＿＿＿＿＿＿, 20＿＿.

＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿   ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿
Student signature   Printed name of student

Appendix B Notice of Drug Testing

To: _____ (Name of Student)

From: _____

(Faculty, School of Nursing)

Re: Reasonable Suspicion Drug Testing

Based on individual reasonable suspicion that you may be engaging in the impermissible use of drugs prohibited by the School of Nursing Program of the University of North Carolina Wilmington, you are to report to the Next Care Urgent Care Center located at 4815 Oleander Drive no later than_____(time) on_____(date). You will be required to provide a urine and/or blood sample and/or submit to an alcohol breathalyzer test at that time, in accordance with

   a) the policies and procedures established by the School of Nursing Program at the University of North Carolina Wilmington.

   b) your signed consent to the provisions of the policy and the program

   for Substance Abuse. Confirmed confidential written results shall be sent to:

                Linda Haddad, RN, PhD, FAAN

                Director and Irwin Belk Distinguished Professor

                School of Nursing

                University of North Carolina Wilmington

                601 South College Avenue

                Wilmington, North Carolina

Signed:_____   _____

       (Nursing student)   (Date & Time)

Clinical Faculty:_____(Date and
                                           Time)

In addition, please reference the "Substance Abuse" section in the current issue of the *University of North Carolina Wilmington Student Handbook and Code of Student Life*.