

WEST TEXAS A&M UNIVERSITY DEPARTMENT OF NURSING



RN to BSN PROGRAM STUDENT HANDBOOK

West Texas A&M University Department of Nursing does not discriminate on the basis of race, color, religion, gender, handicap, or national origin. West Texas A&M University, according to Affirmative Action Goals, encourages qualified men, women, and minorities of all ages to apply.

Visit the Division of Nursing WEB site at
www.wtamu.edu/nursing

Revised – August 2011

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My academic advisor is: _____

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WTAMU website: www.wtamu.edu

Department of Nursing Web site: www.wtamu.edu/nursing

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TABLE OF CONTENTS

PROGRAM INFORMATION

Forward.....	6
Statement of Responsibility and Accountability	7
Confidentiality Agreement	8
Philosophy, Vision & Mission.....	9
Self-Directed Learning	10
Department of Nursing Strategic Goals	11
Aggregate Student Outcomes	11
Individual Student Expected Outcomes	12

ACADEMIC INFORMATION

Re-admission to the Department of Nursing.....	13
Progressions and Graduations.....	13
RN to MSN	15
ANA Code for Nurses.....	18
History and Significance of the Nursing Pin.....	19

ADMINISTRATION

Academic Grievance Procedure.....	19
Academic Advisement	19
Withdrawal	19
Graduation.....	19
Liability Insurance	19
Posting of Grades and Communication	20
Immunizations.....	22
Annual Requirements	23
Procedure for Implementing Post-Exposure Prophylaxis for Clinical/Occupational HIV	
Exposure.....	24

BIVINS NURSING LEARNING CENTER

Purpose	26
Location	26

Staff	26
Hours	26
Conduct of Students	26
General Use of Resources and Equipment	27
Resource Areas Available for Student Use	28
Resources/Holdings.....	29

PROFESSIONAL RESPONSIBILITIES & CONDUCT OF NURSING STUDENTS IN ALL ACADEMIC AND CLINICAL AREAS

Absences.....	30
Accountability	30
Clinical Assignments.....	30
Clinical Settings Professional Uniform Dress Code.....	31
Conduct	32
Confidential Information.....	32
Courtesy.....	32
Incident/Accident Reports	33
Responsibility	33
Scholastic Dishonesty	33
Transportation.....	33
BNLC Price List	34

NURSING STUDENT ORGANIZATIONS AND ACTIVITIES

West Texas A & M University Nursing Students' Association	35
Sigma Theta Tau National Honor Society	36

Appendix A.....	37
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PROGRAM INFORMATION

FORWARD

Welcome to West Texas A&M University and the Department of Nursing. This handbook has been developed as a guide for undergraduate RN to BSN nursing majors, outlining policies of the Department of Nursing and is intended to give general information. It is hoped that it will be of service to you because the Department of Nursing, faculty, staff and students, are eager to help you in the busy years ahead. We encourage new students to take part in all activities of the University and the Department of Nursing. The advantages of new experiences are unending.

All policies and statements contained in this handbook are subject to continuous review and evaluation. The WTAMU Department of Nursing reserves the right to make changes at any time without notice. This publication is intended for information only.

STATEMENT OF RESPONSIBILITY & ACCOUNTABILITY

A copy of the Department of Nursing Student Handbook and the West Texas A&M University Code of Student Life is made available to all students via the WTAMU nursing website at www.wtamu.edu/nursing . All nursing students will be held accountable and responsible for the information in both publications.

As a nursing student of West Texas A&M University, I understand that I am responsible for the information in the Nursing Student Handbook and the Code of Student Life. I also understand that nurses work in conditions that may place them at risk for exposure to physical harm and to communicable diseases (including HIV, the virus which causes AIDS, and hepatitis). Every effort is made to protect nursing students from harm while engaged in their studies. All nursing students are responsible for employing the safety measures available to them.

West Texas A&M University
Department of Nursing
Confidentiality Agreement: Student

In the course of your studies at West Texas A&M University, you may have access to confidential information (written, oral and/or electronic) about patients and/or families. Confidential information is defined as all identifying information of patients, such as medical information, fiscal and conversations relating to care of the patient. The purpose of this agreement is to help you understand your duty regarding the access, use, disclosure, storage and disposal of confidential information.

Confidential information is valuable and sensitive, and is protected by federal privacy regulations, state confidentiality laws and University Policies. The intent of these regulations, laws and policies is that confidential information will remain confidential and will only be used as necessary to properly care for patients.

Accordingly, as a condition of and in consideration of your access, use, disclosure, storage and disposal of confidential information, you agree to the following:
HIPAA Compliance form (Appendix B)

Confidentiality:

Nursing students, as members of the nursing profession, must demonstrate respect for the privacy and confidentiality of others. As the client, often in a vulnerable state, encounters the nurse, the nurse has the utmost responsibility to respect the client's right to determine his or her own self-disclosure. Based upon the belief in the dignity of the human being, each nursing faculty member and student shall maintain the privacy and confidentiality with each human being.

Access to confidential information is always restricted to persons who "need to know" such information. Confidential information may only be used for the purpose for which it is collected. Discussion about confidential data informally with other staff or at home with friends and family is strictly prohibited. Discussion of any confidential information in public areas, hallways, elevators, etc. is also strictly prohibited.

Health Insurance and Portability and Accountability Act of 1996 (HIPAA)

Annual education materials are available through WTClass. Each year every nursing student must review the HIPAA video. After viewing the video, a test is made available online. Upon successful completion of the test, a card may be printed. Each semester clinical instructors will require each student to show a current card.

Department of Nursing

Mission, Vision, & Philosophy

MISSION

As an integral part of its parent institution, the Department of Nursing is committed to serving as the principle academic center for baccalaureate and graduate nursing education for a multi-state region. Our mission is to be a student-centered, learning community dedicated to developing professional and academic leaders in nursing and to serve our constituents through educational programs that engage students, high quality nursing services, evidence-based nursing practice, and nursing scholarship.

VISION

The West Texas A&M University Department of Nursing envisions a health care system in which all persons receive quality care in an atmosphere of respect for human dignity. Scholarly nursing practice will be integral to such system. The undergraduate and graduate programs will promote the many ways of knowing that contribute to the Art of Nursing.

PHILOSOPHY

The faculty of the Department of Nursing believes **humans** are unique, holistic, and multidimensional beings who are valued in their uniqueness and are deserving of respect and dignity. Human beings have a right to self-determination and to make informed choices. They also have a right to competent advocacy when their abilities for self-determination and choice are impaired.

We believe that **health** is the dynamic state of interactions among mind, body, and spirit. Health is uniquely experienced by each person and exists in any of many conditions.

We believe that **nursing** is a practice discipline requiring the scholarly use of scientific, ethical, aesthetic, and personal ways of knowing (the Art of Nursing). Nurses use the many ways of knowing to enable persons to bring body, mind and spirit into harmonious relationship.

We believe that the **environment** is the biological, physiological, personal, spiritual, social, cultural, and political context in which persons experience health. The environment is not a separate entity, but an integral component of the human experience.

We believe caring, commitment, honesty, integrity, dependability, respect, responsibility, accountability and initiative are values, which are central to nursing scholarship. We believe that the **teaching and learning of nursing** is both an individual and community enterprise. Learners *and* teachers have role responsibilities, which foster informed participation, open communication, critical thinking, and community building.

Self-Directed Learning

The Philosophy of the Department of Nursing states the belief that the teaching and learning of nursing is both an individual and community enterprise. The teaching-learning process requires an individual to be self-directive and an active participant. A **self-directed learner** may be defined as a person who identifies their own learning goals, plans their own learning experiences and evaluates their own progress toward achievement of their goals. The Department of Nursing faculty members act as consultants, resource or reference persons, and teachers for students. This philosophy allows the student some freedom and flexibility in the teaching-learning process and assists the student in reaching their highest potential. It benefits a student in preparing for a role in nursing for future years regardless of what that role may be.



Department of Nursing Strategic Goals

1. Develop processes, programs and facilities necessary to provide the students of the Department of Nursing with a superior student-centered learning experience.
2. Recruit and retain increasing numbers of students in nursing who will graduate from our programs, assume leadership roles in society, and meet the nursing workforce needs of the region and state.
3. Recruit, develop, and support a faculty and staff that embody the core values of the Department of Nursing and the university and support their missions and goals.
4. Support individual scholarly and/or creative accomplishment in the Department of Nursing and develop into a “Center of Excellence” with increasing cross-departmental and college collaboration in these and other emerging areas.
5. Strengthen external relations and support of the Department of Nursing and the university with alumni, friends of the university, local and regional constituents, and legislative and governmental entities.
6. Baccalaureate and master’s nursing graduates will demonstrate achievement of the expected student learning outcomes and the expected aggregate outcomes

Program Outcome Objectives:

1. Graduation rates for RN to BSN will be 85% within 4 years of enrollment to the first nursing course.
2. 95% of graduates will be employed in their major at graduation.
3. Alumni satisfaction is in the top 50% of ranked peer institutions.
4. 95% of our employer respondents express satisfaction with nursing graduates.

Program Outcome Statement:

The RN to BSN program at WTAMU will educate students about the nursing role relating to a Baccalaureate nursing graduate which include: member of the profession; provider of Patient-Centered Care; Patient Safety Advocacy; and member of the health care team. The students will demonstrate responsibility

for continued competence. They will promote the practice of professional nursing through leadership activities and advocacy. The students will provide safe and compassionate care, plans of care, and teaching plans to families, populations, and communities through many health care services. The students will use a systematic problem-solving process in the care of their patients and families based on the liberal arts, science, and evidence-based practice outcomes and research studies.

Individual Student Learning Outcomes

RN to BSN students are expected to demonstrate the following core competencies as defined by the nursing faculty. These competencies are assessed through the end-of-program clinical practicum. Student perception of these competencies is also assessed using an end-of-program survey.

Caring: As the essence of nursing, professional nurse caring embraces the nurse's empathy for and connection with the patient, family, and the community and must emanate from a foundation of knowledge, competency and confidence.

Therapeutic Nursing Intervention: The capability to integrate, synthesize and transfer theoretical knowledge and learned skills into caring behaviors, actions, and activities that are deliberately directed toward assisting, supporting and enabling individuals, families or communities with actual or anticipated needs to improve or adapt to a human condition.

Communication: A dynamic, ongoing process that allows persons to establish, maintains, and improves contact with each other. In its positive state, it is goal-directed, facilitative, and meaningful to those persons regardless of age, culture, consciousness, gender, environment, or setting; in 1:1's, within groups, and among groups; including verbal, nonverbal, written and technological modes.

Critical Thinking: A complex cognitive process that is disciplined and self directed. The process of critical thinking involves the ability to analyze, explain, evaluate, interpret, draw inferences and self-regulate by imposing intellectual standards on thinking.

Leadership: The ability to influence individuals and groups to collaboratively move beyond self-interest in the achievement of a goal or goals. Leadership involves encouraging participation, sharing information, making decisions, responding to change and fostering strengths of others. Leadership evolves within interpersonal relationships and occurs in diverse settings.

Professionalism: The extent to which an individual identifies with nursing as profession; adheres to its standards; and possesses characteristics of competence, caring autonomy, commitment, responsibility and personal integrity.

ACADEMIC INFORMATION

The Department of Nursing offers courses of study leading to the baccalaureate degree in nursing and the master's degree in nursing. Both programs are fully accredited by the Commission on Collegiate Nursing Education (CCNE) and meet educational standards and requirements for the Texas Board of Nursing (BON). The undergraduate program prepares graduates for the practice of professional nursing in diverse health care settings and with diverse populations.

WTAMU website: www.wtamu.edu
Dept of Nursing website: www.wtamu.edu/nursing
WTAMU catalog: www.wtamu.edu/academics/catalog.aspx.

Admission to West Texas A&M University

Students who wish to be considered for admission are required to complete the application for admission and submit with it a \$25 application fee. Applications are available at the Admissions Office in Old Main, Room 124, or students may apply on the internet at www.applytexas.org.

Admission to the Department of Nursing

The Department of Nursing programs have a secondary admission process. Application to the Department of Nursing can be made after completion of approximately 56-59 hours of core curriculum requirements. The applicant must be a licensed registered nurse in good standing with the Board of Nursing upon

admission to the Nursing Program. Criminal background checks are required. Credit for previous nursing course work and practice knowledge will be held in escrow until successful completion of the final course in the RN degree completion program. Application must be accompanied with a \$50 admission fee. Admission packets are available at the Department of Nursing office in Old Main 311 or students may retrieve a packet on the nursing website at www.wtamu.edu/nursing .

Progressions and Graduations

Refer to the University Catalog which may be obtained from the Registrar's office in the basement Old Main or may be accessed on the website at <http://www.wtamu.edu/academics/catalog.aspx>.

Reminder:

- A minimum grade of "C" or above must be maintained in all nursing and required biology, chemistry, sociology, psychology and mathematics courses.
- A grade of "C" or above is required to pass a nursing course and progress through the curriculum on schedule. Three nursing course failures (grade of D or lower) will result in dismissal from the program.
- Students are strongly urged to contact their assigned advisor before dropping a course.

West Texas A&M University
RN-BSN Unofficial Plan of Study
(Catalog 2010-2011)

Name _____ Student # _____ Date _____

Address/Phone _____

Core Curriculum Courses			Nursing Undergraduate		
Course	School	Grade	Course	School	Grade
ENGL 1301 Comp 1			NURS 3304 Biostatistics		
ENGL 1302 Comp 2 (or ENGL 2311)			NURS 3325 Integration		
SOCI 1301 Intro to Sociology			NURS 3355 Culture		
PSYC 2301 Gen Psychology			NURS 4345 Leadership		
PSYC 2314 Human Development			NURS 4365 Practice		
POSC 2305 Am. Nat. Govt or 2370			NURS 3345 Pharmacotherapeutics (<i>Suggested 3000-4000 Level Elective for RN-MSN</i>)		
POSC 2306 State/Local Govt 2370			NURS 3360 Research (<i>Suggested 3000-4000 Level Elective for RN-MSN</i>)		
HIST 1301 America 1492-1877 or 2301			BSN Completion Courses		
HIST 1302 America since 1877 or 2301			NURS 3335 Health Assessment & Clinical Reasoning		
SCOM 1315 or 1318 or 1321 Speech			NURS 4335 Issues		
MATH (choose 1) 1314, 1324, 1332, 2412, or 2413			NURS 4323 Populations		
CHEM (choose 1) CHEM 1405 & 1405L or CHEM 1411 & 1411L			<i>Suggested 3000 - 4000 Level Elective; By Advisor Approval Only</i>		
BIOL 2420/2420L or 2572/2572L Micro					
BIOL 2401 & 2401L A&P I					
BIOL 2402 & 2402L A&P II			Advanced Level Undergraduate Nursing Hrs		33
Humanities (choose 1) ENGL 2321; ENGL 2326; ENGL 2331; ENGL 2341; ENGL 2343; HIST 2311; HIST 2372; MCOM 1307; PHIL 1301; PHIL 2374; SPAN 2312 or Equivalent course: 2 nd year, 2 nd sem, French or German			BAS Nursing Hrs (awarded @ graduation) (through passing NCLEX-RN credits)		31
Vis/Performing Arts (choose 1) HUMA 1315; ARTS 1303; ARTS 1304; DANC 2303; MUSI 1306; or MUSI 1208 <i>and</i> MUSI 1209; or THRE 1310.			Total Undergraduate Core Hrs		56-59
Institutionally Designed Option: (choose 1) ANSC 2370, IDM 1105, IDM 1301, IDM 1315, IDM 2345, IDS 1071, or PHIL 2303			Total Undergraduate Hrs towards RN-BSN		120-123

❖ Because the NCLEX-RN is a nationally recognized examination for basic nursing knowledge and skills, any person who has successfully been licensed as a Registered Nurse through the passing of this examination will be given credit as

follows: NURS 2330 (3 cr. hr.), NURS 2350 (3 cr. hr.), NURS 3550 (5 cr. hr.), NURS 3570 (5 cr. hr.), NURS 3580 (5 cr. hr.), and NURS 3290 (2 cr. hr.), NURS 4540 (5 cr. hr.), and NURS 4350 (3 cr. hr.), for a **total of 31 cr. hr.**

RN to MSN

RN students will initially be admitted into the RN to BSN program. After successful completion of the initial nursing courses, students have the option of transferring to the RN to MSN program or completing their BSN. However students must be eligible for admission to both the WTAMU Graduate School and the Department of Nursing Graduate program in order to progress in the MSN program. Application and admission to both are required before transferring to the RN to MSN program. If matriculating through the RN to MSN program, there are five courses that may be taken in the graduate school in place of courses in the undergraduate program. If a student who is declared as RN-MSN decides to drop back and complete the RN-BSN program, the undergraduate equivalents of these courses must be taken to satisfy degree requirements; the graduate equivalents can not be used for undergraduate credit. (table below)

Undergraduate course	Graduate course
NURS 4335 Nursing Issues	NURS 6306 Nursing Issues
NURS 3335 Health Assessment	NURS 6315 Health Assessment
NURS 3360 Nursing Research	NURS 6317 Nursing Research
NURS 4323 Populations	NURS 6318 Nursing Populations
NURS 3345Pharmacotherapeutics	NURS 6384Pharmacotherapeutics

Application Procedure for the Graduate Nursing Program

All application materials must be received on or before **August 1** for fall admission; on or before **December 1** for spring admission; and May 1 for summer admissions. Application materials required and directions for submission are as follows:

1. **Information to be sent directly to WTAMU Office of Admissions, WTAMU Box 60907, Canyon, TX 79016-0001:**
 - West Texas A&M University Application for Admission (send via internet if possible).
 - Official transcripts from *all* colleges attended.

2. **Information to be sent directly to WTAMU Graduate School, WTAMU Box 60215, Canyon, TX 79016-0001:**
- Application for Admission to the Graduate School
 - Students are granted admission to the Graduate School when both of the following conditions are met:
 - 3.0 to 4.0 undergraduate GPA

Students who do not qualify for admission *may* be granted conditional admission when both of the following conditions are met:

- At least a 2.5 undergraduate GPA

Students not qualifying for regular or conditional admission will be denied admission and may consult with the dean of the Graduate School for assistance on future admission possibilities. Denied applicants with GPAs exceeding 3.0 are particularly encouraged to consult with the dean.

3. **Information to be sent directly to WTAMU Department of Nursing, WTAMU Box 60969, Canyon, TX 79016-0001 (You may contact the Nursing Admissions Secretary at 806-651-2630 if you have questions):**
- Application to the Department of Nursing Graduate Program (attached). A non-refundable \$50 nursing application fee must accompany your application to the Department of Nursing. (When paying by check, please write your driver license number on the check.)
 - Copies of transcripts (unofficial photocopies are acceptable).
 - Basic statistics course description if the course was not taken at WTAMU.
 - Copy of current CPR certification.
 - Copy of immunization records or titer, as appropriate.
 - For the Family Nurse Practitioner role, letter(s) from employer(s) documenting at least two years of recent clinical practice as an RN.

If all of the above items are not received by the Department of Nursing by the application deadline, your folder will be viewed as incomplete and may not be considered.

After admission to the Graduate Nursing Department, students should then refer to the MSN Student Handbook. It is available online at www.wtamu.edu/nursing

ANA CODE OF ETHICS FOR NURSES

The development of a code of ethics is an essential characteristic of a profession and provides one the means for the exercise of professional self-regulation. A code indicates a profession's acceptance of the responsibility and trust with which it has been invested by society. Upon entering the profession of nursing, each person inherits a measure of the responsibility and trust that has accrued to nursing over the years and the corresponding obligation to adhere to the profession's code of conduct and relationships for ethical practice.

The Code for Nurses, originally adopted by the American Nurses Association in 1950 and periodically revised, serves to inform both the nurse and society of the profession's expectations and requirements in ethical matters. The Code and Interpretive Statements together provide a framework for the nurse to make ethical decisions and discharge responsibilities to the public, to other members of the health team and to the profession. Each nurse has a personal obligation to uphold and adhere to the Code and to insure that nursing colleagues do likewise.

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 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 health care environments and conditions of employment conducive to the provision of quality health care 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 professionals and the public in 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, for maintaining the integrity of the profession and its practice, and for shaping social policy.

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HISTORY & SIGNIFICANCE OF THE WTAMU DEPARTMENT OF NURSING BACCALAUREATE PIN

Eddie Garner (Class of 1974) created an original pin design that is both attractive and indicative of the dedication of the nursing school graduates.

The spirit of the university with the initials WT on a circular background represents the world. A cross, signifying God and His association with nursing and healing, is found by the union of the “T” of the “WT” and an extension of the vertical portion of the “T.”



The status of the University “West Texas A&M” is shown in the lettering in the rim. The rising sun denotes the parent institution with its upward rays a symbol of its students going forth to help mankind reinforced with the Latin motto “Non nobis solum,” meaning “not to ourselves alone.” Pinning ceremonies are held for the senior class at the end of every Fall and Spring semester. Graduating seniors receive their baccalaureate pin during the ceremony. Pins are available for purchase from the University Bookstore.

Orders for the BSN pin are taken in the WTAMU bookstore. December graduates must place their order by October 1st and May & August graduates must place their order by February 1st. Pins are only ordered by the bookstore twice a year. Questions and pricing information may be directed to the bookstore.

University Student Grievance Procedure

West Texas A&M University has procedures for addressing written student complaints. These procedures are intended to provide a process for resolving student Grievances in a prompt and equitable manner without prejudice, discrimination, or malice toward the person or persons initiating the complaint. The procedure for filing such a complaint is outlined in the West Texas A&M University Code of Student Life – Appendix IV. The Code of Student Life document is found electronically at www.wtamu.edu/administrative/ss/code/

Reminder: Any grievance or grade appeal rests on the principle that all parties have made a good-faith effort to resolve the dispute prior to initiating either system. Grade appeals only occur if the student alleges that an arbitrary, capricious or prejudicial grade assignment has occurred.

Academic Advisement

Academic advisement is provided initially through the admissions advisor. Once in the program, each student is assigned to a faculty advisor for the entire nursing program. The faculty advisor gives information concerning West Texas A&M University and the Department of Nursing rules. Certain courses are prerequisite to others and all level courses and level tests must be successfully completed before progression to another level. Your faculty advisor can help with any questions. Contact your faculty advisor by phone or e-mail to set up an appointment time. Faculty members post their schedule on their office doors. **Green lighting is required prior to enrollment each semester. You need to touch base with your faculty advisor with questions or problems before dropping a course .**

Recommendation for Withdrawal

The University nursing faculty reserves the right to recommend the withdrawal at any time of students whose health, conduct or scholastic standing indicates it is not advisable for them to continue as nursing majors.

Graduation under a Particular Catalog

A student may graduate by meeting the requirements in place at the time of original registration provided that graduation takes place within five calendar years of initial registration (WTAMU catalog). The Department of Nursing reserves the right to change the order and content of the courses as officially determined in its constant review and revision of the curriculum. In those cases in which a required course is no longer available, the Interim Dean or Dean of the College of Nursing and Health Sciences may designate an appropriate substitution.

Liability Insurance

All undergraduate baccalaureate-nursing students enrolled in any clinical course in the WTAMU Department of Nursing are covered by student liability insurance. Lab fees cover the cost of the blanket policy. **The policy covers students in any student related clinical activity. The policy does not cover students in any work -related clinical activity.**

Communication and Posting of Grades

Posting of grades by the faculty is done through WTClass via the ANGEL network container. Nursing faculty members have posted office hours, but making an appointment is always recommended. All clinical faculty are assigned a pager and that number will be made available to you in the course syllabus or WTClass documentation. All students have email access within each nursing course via WTClass and are also given a unique university email address that should be checked regularly for university and course information.

Students are also encouraged to sign up for the Buff Alert System, which alerts the student by email and/or cellular phone text of any emergency broadcast message. You can sign up for Buff Alert on the homepage of the WTAMU website at www.wtamu.edu .

IMMUNIZATION REQUIREMENTS FOR NURSING STUDENTS

The Department of Nursing **MUST** have a photocopy of completed immunizations and screening prior to the **FIRST DAY OF CLASSES**.

Required Vaccinations	Schedule for Vaccinations
Tetanus-diphtheria toxoid (Td/Tdap)*	One (1) dose of tetanus-diphtheria toxoid (Td) is required within the last ten (10) years.
Measles*	Students who were born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of two (2) doses of measles-containing vaccine administered since January 1, 1968
Rubella*	Students must show, prior to patient contact, acceptable evidence of vaccination of one (1) dose of rubella vaccine.
Mumps*	Students who were born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of one (1) dose of mumps vaccine.
Hepatitis B*	Students shall receive a complete series of hepatitis B vaccine <i>prior to the start of direct patient care</i> or show serologic confirmation of immunity to hepatitis B virus.
Varicella (chickenpox)*	Students shall receive two (2) doses of varicella vaccine unless the first dose was received prior to thirteen years of age.
TB Test - Mantoux	On admission to the Department of Nursing and annually during clinical courses, the TB test shall be administered to students.

For more information, see the *Morbidity and Mortality Weekly Report* from the Centers for Disease Control and Prevention dated December 26, 1997, Vol. 46, and the *Supplement to Hospital Infection Control*, January, 1998; or call the Texas Department of Health Immunization Division, 1-800-252-9152.

*See Texas Administrative Code, Title 25, Health Services, Part 1 Texas Department of Health, Chapter 97 Communicable Diseases, Subchapter B Immunization Requirements in Texas Elementary and Secondary Schools and Institutions of Higher Education, **Rule §97.64 Required Vaccinations for Students Enrolled in Health-Related and Veterinary Courses in Institutions of Higher Education**, effective April 1, 2004.

Rev. 12/08

Annual Student Requirements

CPR Certification:

Current CPR certification is required prior to the first day of clinical lab. This certification must be kept current throughout the program. CPR certification (**AMERICAN HEART ASSOCIATION Healthcare Provider only**) may be acquired through arrangements with WTNSA, or the American Heart Association. Evidence of this certification must be shown to faculty/clinical instructor before entering each clinical course. It is the student's responsibility to have a current copy of the CPR certification for their Department of Nursing file.

PPD (TB screening):

Documentation with results for TB screening must be done on an annual basis. The student is responsible for correct follow-up of any positive results with the Health Department before working in the clinical area. If a positive TB reaction occurs, complete documentation of an initial clear chest x-ray is required unless symptoms occur. In that case another chest x-ray may be required.

The following yearly training areas are required for each student in the nursing program. These requirements come from the safety needs for you and your clients as well as federal, state, and facility requirements for basic orientation and training for a clinical situation. Access to these resources is available online through WTClass in the nursing document repository.

Standard Blood and Body Fluid Precautions: Many patients are not adequately identified as infected with blood-borne diseases/pathogens. These precautions need to be used consistently with all clients to prevent exposure risk to you and others. Upon completion of the video you will receive a card stating you received this training. Approximate time: 30-45 minutes.

HIPAA Awareness Training: This training is required by the privacy regulations created as a result of the Health Insurance Portability and Accountability Act of 1996. This information deals with client identifiable health information and privacy, confidentiality, and disclosure issues. Training may include an educational packet and/or video at the BNLC. Upon completion of the required training you will be issued a card stating you received this training. Approximate time: 30-45 minutes.

Hepatitis C Information: Hepatitis C has become a major concern for public health officials in the United States and Texas. Special training in Hepatitis C is required for RN's by the Texas Board of Nursing. Some of the information is provided to you to increase your awareness of this problem. Required information is located in the BNLC.

Upon completion of the required training, you will receive a card stating you received this information.

Post-Exposure and Prophylaxis:

Below is the policy for post-exposure and prophylaxis for students who have been exposed to body fluids by needle-stick or other form of contamination. As many of the RN to BSN students are not in the general area of the WT Campus, please follow the guidelines of the institution with which you are participating in clinical time as well as the following guidelines. Also please contact the RN to BSN coordinator, Ms. Jackie Sublett at (806) 651-2642 and the Department of Nursing at (806) 651-2630 as soon as possible after exposure.

Procedure For Implementing Post-Exposure Prophylaxis For Clinical/Occupational HIV, Hepatitis B (HBV), Hepatitis (HCV) Exposure

I. Purpose:

To guide the Department of Nursing in advising and referring nursing students and faculty for initial emergency services, specifically regarding HIV post-exposure assessment and/or prophylaxis.

II. Supporting Data:

“In June 1996, the Centers for Disease Control and Prevention (CDC) and the United States Public Health Service (USPHS) published revised recommendations for treatment of health care workers experiencing occupational exposure to Human Immunodeficiency virus (HIV). For certain high-risk exposures, chemoprophylaxis is to be started within one to two hours after exposure (MMWR 1996: 45: 468-472).

“These guidelines impose serious standards on health care institutions for worker safety and treatment. Occupational exposure to HIV should now be considered a medical emergency because the recommendations call for very prompt treatment of the exposed health care worker in some cases. In these cases, exposures must be reported, evaluated, and treatment started within one to two hours. Implementing these recommendations mandates a coordinated effort on the part of the exposed health care worker, his or her supervisor, the attending physician, sometimes a consultant, and the pharmacy.” (Pierce, J.R., December 1996. Implementing Post exposure Prophylaxis for Occupational HIV Exposure: A Manual for Healthcare Institutions and Physicians.)

Due to these standards, West Texas A&M University entered into an agreement with Northwest Texas Healthcare Systems on September 1, 1997, for the NWTTH to provide

initial emergency services for WTAMU students and employees, specifically for HIV post-exposure assessment and/or prophylaxis.

III. Content Statements:

A. Student Education Regarding Clinical Exposure To Potentially Infectious Patient Material

1. Review WTAMU Department of Nursing Universal Blood and Body Fluid precautions and which patient materials are considered to be potentially infectious. All nursing students are required to view the “Universal Precautions” video annually.
2. Inform students that exposures to potentially infectious material are serious and require immediate evaluation.
3. **Nursing students are to report immediately all needlestick accidents, mucosal splashes, or contamination of open wounds with blood or body fluids to their clinical instructors.**
4. According to CDC guidelines, “**immediately following an exposure to blood:** Needlesticks and cuts should be washed with soap and large amounts of water. Splashes to the nose, mouth, or skin should be flushed with water (tap water is acceptable).”

B. Education of Faculty

1. Faculty is responsible for being familiar with the Post-Exposure Prophylaxis for Clinical HIV Exposure procedure (PEP), Student Exposure Assessment Form (Attachment), and Postexposure Prophylaxis Plan (Attachment) prior to an actual incident.
2. During clinical, faculty should have with them the following items, in case the need arises: (1) A copy of the Student Exposure Assessment Form, (2) Postexposure Prophylaxis Plan, and (3) contract with NWTTH.
3. Faculty should verify that all students have viewed the “Standard Precautions” video annually.

C. Reporting An Exposure

1. A student who suffers a clinical exposure to a potentially infectious patient material shall immediately notify his/her clinical instructor.
2. The clinical instructor shall complete to the fullest extent possible the Student Exposure Assessment Form (Attachment) to determine the type of exposure and the HIV serostatus of the source patient, if known. Based upon the Postexposure Prophylaxis Plan (Attachment), the instructor shall determine if the need to proceed with a referral to the NWTTH Emergency Department is necessary. Additionally, it is helpful to know the Hepatitis B and C status of the patient, if this information is available.

3. If the student has a true potential-treatment exposure, the WTAMU faculty should notify the NWTH Emergency Department Charge Nurse by telephone (354-1150) of the impending arrival of the exposed student. Faculty should provide a telephone number for follow-up with the appropriate Department of Nursing supervisory staff (Marietta Branson, Undergraduate Coordinator, at 651-2628) .
4. Faculty will notify by telephone Dr. Heidi Taylor, Dean, WTAMU College of Nursing, and Health Sciences at 651-3501, Helen Reyes, Department Head, WTAMU College of Nursing at 651-2631 or Marietta Branson, Undergraduate Coordinator, WTAMU College of Nursing at 651-2628 or pager 345-1901 that a possible exposure has taken place.

BIVINS NURSING LEARNING CENTER

Purpose

1. Support classroom and clinical instruction.
2. Provide opportunity for the student to obtain information and skills in nursing prior to patient care.
3. Provide additional learning opportunities.

Location

The Bivins Nursing Learning Center is located in the Engineering Technology Building.

Staff

The BNLC staff provides assistance to the students, staff, and faculty in locating and using materials and equipment in the Bivins Nursing Learning Center.

Director: Karla Dixon
ET 164
(806) 651-4806
kdixon@wtamu.edu

Clinical Lab Teaching Assistant:
Simulation Coordinator
Lisa Robinson BSN, RN
ET 167-B
Phone Number: 806-651-4810
lrobinson@mail.wtamu.edu

Hours

Hours are posted in the Bivins Nursing Learning Center.

Conduct of Students

The purpose of the BNLC is to facilitate learning. Students utilizing resources in the BNLC are expected to promote a quiet, calm learning atmosphere and maintain neat and effective work areas. Students are expected to conduct themselves in a professional manner at all times while in the BNLC. Students are expected to take appropriate care of all materials and equipment. A student lounge is provided for eating and drinking. Please report any spills, damage or problems immediately to the BNLC staff.

General Use of Resources and Equipment

1. Resources and equipment are available on a first-come, first-serve basis.
2. Students are required to sign and date checkout cards when using any materials.
3. **Videos, computer programs, and all other resources (except for physical assessment equipment) MAY NOT BE REMOVED FROM THE BIVINS NURSING LEARNING CENTER.**
4. Physical Assessment equipment may be checked out for home use to practice. Equipment is available for overnight or over the weekend only.
 - a. Equipment Available for Checkout:
 - 1.) Blood Pressure Cuffs
 - 2.) Regular Stethoscopes
 - 3.) Otoscope/Ophthalmoscope Sets
 - 4.) Neuro Kits
 - 5.) Physical Assessment Kits (Reflex hammers and Tuning forks)
 - 6.) Denver Developmental Kits/Manual
 - 7.) Fines are charged for overdue equipment at the rate of \$.50 cents per day per item.
5. All materials and equipment are the property of the WTAMU Bivins Nursing Learning Center.
6. All materials are copyrighted and may not be copied.
7. Computer software may not be copied or tampered with.
8. Please see the Bivins Nursing Learning Center Staff for assistance and for more information concerning policies, resources and materials.
9. All items must be returned on time. Fines are assessed at the rate of 50 cents per day, per item. All equipment must be returned and fines paid before student's final grades can be recorded.

RESOURCE AREAS AVAILABLE FOR STUDENT USE

The Bivins Nursing Learning Center (BNLC) is comprised of several areas:

1. **Circulation Desk**
2. **Audio Visual Lab**
 - a. TV/VCRs for videos
3. **Computer Lab**
 - a. Nursing computer programs are available in the Bivins Nursing Learning Center.
 - b. Word processing is available in the BNLC. Please print only Nursing Course assignment materials with the exception of Power-Point presentations and nursing care plans. These can be printed in the HELC. **PLEASE PRINT ONLY WHAT YOU**



REALLY NEED TO AVOID WASTE OF PAPER AND LASER CARTRIDGE INK

c. Students are limited to printing 10 pages per nursing class assignment in the BNLC Computer Lab. More lengthy documents must be printed in the HELC.

4. **Bookshelves for Reserve Books** (located between the audio-visual lab and the computer lab)

a. The reserve books are for use in the BNLC only and may not be checked out. They are to be used as reference books while studying in the BNLC. Students are to utilize the resources in Cornette Library for textbooks, journals, computer databases, and other educational materials that are available.



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5. **Study Areas**

a. Study tables are available throughout the BNLC.

6. **Reserve Holdings**

a. Instructors may put information, copies of journal articles, etc. pertaining to their specific courses on reserve in the BNLC.

b. Students may copy from reserve materials unless otherwise instructed. Students may not check out reserve materials, they are for use while in the BNLC or to be copied.

7. **Copier**

a. The copier uses **only** the Buffalo Gold Card.

b. Copies will be charged to your Buffalo Gold Card at the rate of \$.10/copy.



8. **Classroom ET 111**

a. Seats up to 60 persons.

b. Smart Classroom with the following equipment: notebook computer and projector, slide projector, overhead projector, and VCR.

9. **Simulation Lab 167B.** This state of the art Simulation Lab provides an interactive environment that simulates a variety of clinical settings. Simulation Lab Resources have been selected in order to facilitate the acquisition of nursing knowledge and skills which in turn link education, research and practice.

All students will be required to sign a Student Use Agreement (**Appendix D**) and adhere to the rules of the lab. Digital photographs and video-clips may be taken during simulation experiences to be utilized for training, research, evaluation and public relations purposes.

You are required to leave the Simulation Lab in working order. Please away trash, stack chairs, and return supplies to designated locations. Please make sure you leave manikins in presentable condition for the next group of students. For example: Replace gown or clothing, return bed to low position with side rails up and bedding tidy. You are responsible for following Universal Precautions. Please report any damaged equipment or problems with equipment to the SimLab Coordinator. **NO INK PENS, IODINE OR OTHER STAINING MEDICATIONS, OR NEWSPRINT** is allowed in the Simulation Laboratory due to permanent staining risk to the manikins. Phones and/or pagers are to be in vibrate mode while you are in the Simulation Laboratory.

10. Acute Care Lab

- a. Includes 10 stations, 1 nursing station, and 1 medication area.

11. Utility Room

- a. Includes knee operated surgical scrub sink, bathtub, shower, washer, and dryer.

12. Primary Care Lab

- a. Includes 9 stations, each with an exam table, stool, and storage cabinet.
- b. Tables and chairs to seat up to 24 persons.

13. Diagnostic Lab

- a. Includes an x-ray view box, centrifuge, baby scales, microscope, two sinks and a blood draw chair.

Resources/Holdings/Computer Resource Manual

The Bivins Nursing Learning Center houses an extensive collection of learning materials including computer software, videos, audiocassettes, slides, physical assessment equipment, models and audio-visual and computer equipment. The computer Resource Manual of all materials and resources is available in a notebook at the BNLC desk. It is available as a resource while in the BNLC. It is not available for checkout. The manual contains information on the title, format, publisher, publication date, purchased date and a brief description of each item. The Bivins Nursing Learning Center maintains a large inventory of resources that are managed in a computerized database format that is continuously updated.



PROFESSIONAL RESPONSIBILITIES AND CONDUCT OF NURSING STUDENTS IN ALL ACADEMIC AND CLINICAL AREAS

Absences

In all cases of absences, the instructor should be notified.

IF THE ABSENCE IS FOR A CLINICAL EXPERIENCE, THE CLINICAL FACILITY AND THE CLINICAL INSTRUCTOR MUST BE NOTIFIED PRIOR TO SUCH AN ABSENCE OCCURRING.

Accountability

Nursing students must be accountable for their professional activities. They must be able to explain their professional actions and accept responsibility for them. Accountability means being answerable. Nursing students are accountable to the patient, to the faculty, and to the

clinical facility. Nursing students' actions are evaluated using ANA standards that are objective, realistic, desirable, and appropriate to their level of training.

Clinical Assignments

Students are required to select patient assignments in person unless otherwise designated. Please do not telephone the clinical area for information. When you arrive at the clinical area, go directly to the charge nurse, introduce yourself, state your purpose, and ask permission to visit clients/patients or to read charts. Please refer to the Uniform Dress Code. Keep all cell phones off in the clinical area.



CLINICAL SETTINGS PROFESSIONAL UNIFORM DRESS CODE

- 1. Standard Male Uniform: Uniform Brand: Landau.** Maroon pants, maroon lab jacket, white shirt with a collar. A maroon, black or navy colored tie in a solid color may be required in certain clinical settings, consult your faculty. WTAMU patch is to be worn on the left shoulder. WTAMU Department of Nursing nametag is to be worn on the left lapel. Male students see #12.
- 2. Standard Female Uniform: Uniform Brand: Landau.** Maroon pants, maroon jacket, white shirt with a collar. WTAMU patch is to be worn on the left shoulder. WTAMU Department of nursing nametag is to be worn on the left lapel. Hose must be worn with skirts or dresses.
- 3. All uniforms should be of such quality that undergarments are not visible.**

4. All uniforms should be cleaned and pressed.
5. Tight-fitting clothing or extreme styles are inappropriate.
6. **Primarily-white clinical leather** or **primarily white leather** tennis shoes are required with uniform for men and women. Canvas shoes or sandals are not acceptable. Toes must be covered and shoes must not have holes. "Crocks" are not allowed. Shoes and shoelaces must be clean.
7. A maroon lab jacket is required for all students to be worn over the uniform. The West Texas A&M University nursing patch is to be sewn on the left shoulder of the jacket. Patches must be sewn in place. Velcro or other self-adhering product is not acceptable.
8. Uniforms may be worn on campus only on the days scheduled for clinical experiences or when requested to do so by nursing instructors. Uniforms may not be worn in public places outside the clinical lab.
9. **Professional Clothing** (i.e. men: Khaki's, dress shirt with tie, women: Dress, dress pants or skirt with hose, dress blouse) should be worn with lab jackets, patches and nametags when students visit clinical facilities for assignments. No jeans, shorts, T-shirts or tennis shoes are permitted. Professional dress is required for any clinical facility rotation when a uniform is not necessary. Some clinical may require different dress. Faculty in those clinical areas will inform the students as to the dress code for that rotation. Professional dress is required when a student is a representative of the WTAMU Department of Nursing.
10. **Photo ID Badges** are required by many clinical facilities and will be worn at the instructor's discretion. All students will be required to have their photo taken for their Buffalo Gold Card. The same photo will be used for the Photo ID Badge for the College of Nursing. Photo ID Badges are available to purchase from the Buffalo Gold Card Office. Plastic clip holders are available from the Bivins Nursing Learning Center.
11. **Student's hair** must be neatly arranged and styled in a professional manner. Bangs must be above the eyebrows on the forehead. If hair extends beyond the collar, it must be secured in such a way that it does not fall down over the front of the shoulders when leaning forward. **No bright-colored ornaments, bows or ribbons are acceptable.**
12. Beards, goatees and mustaches are permissible while in uniform if kept neatly trimmed and clean. Sideburns are to be neat, straight and trimmed.
13. **All students are required to purchase a minimum of two patches, one nametag, one photo ID badge, and one plastic clip holder.** It is recommended that students purchase 2 nametags. Nametags are to be worn on the left side of the uniform at all times. Nametags, patches, photo ID badges and plastic clip holders are available for purchase from the Bivins Nursing Learning Center. Photo ID badges are available to purchase from the Buffalo Gold Card Office.
14. **Name Tag Credentials:** The credential of "RN" is the only credential that will be put on any undergraduate or graduate nametag. LVN and EMT credentials will not be put on nametags.
15. The **ONLY** jewelry permitted to be worn with the uniform:
 - a. Watch with a second hand.
 - b. Wedding band

- c. One set small pierced earring studs in the ear lobe (no other earrings are permitted)
 - d. Sigma Theta Tau pin
 - e. TNSA pin
16. Tongue, Eyebrow, Nose Rings, or any other rings that are visible to the public **are prohibited**.
17. Nails are to be well-manicured, short in length with tips of nails no longer than the end of your finger. **Clear, un-chipped, nail polish may be worn. No artificial nails.**
18. If your clinical uniform is deemed inappropriate by the clinical instructor or the employees of any clinical agencies, they have the authority to dismiss you from the clinical area.

Conduct

Each student will represent the University and the Department of Nursing at all times. Students enrolled in West Texas A&M University are expected to conduct themselves in a mature and professional manner that will reflect favorably on the University and the Department of Nursing. Acceptable conduct is based on high moral standards, consideration for the rights of others and proper self-respect. Students enrolled in the Department of Nursing are expected to adhere to the policies and practices set forth in the ANA Code for Nurses, Standards of Nursing Practice, (Board of Nurse Examiners for the State of Texas), and the institutions where they are working or studying.

Classroom Conduct

Students are expected to be polite in the classroom setting. Keep cell phones and pagers off or on silent. Request permission to use electronic devices.

Confidential Information

The nursing student should safeguard the patient's right to privacy by not disclosing information of a confidential nature. The nurse-patient relationship is built on trust; this could be destroyed and the patient's welfare and reputation jeopardized by the nursing students' injudicious disclosure of confidential information. In some cases, knowledge gained in confidence is relevant in planning patient care. Under these circumstances, the student should use judgment in disclosing pertinent information to others who are directly concerned with the patient's welfare, and only to those who are responsible for maintaining and promoting it. (See Confidentiality Agreement and HIPAA Compliance Form).

Courtesy

Courteous behavior toward faculty, staff, clients, patients, peers, physicians, and other personnel is expected of each student.

Incident/Accident Reports

Any student involved in any incident/accident that affects the welfare and safety of the student and/or client must **immediately** report such to the responsible faculty member.

The involved student and faculty member are then responsible for following clinical facility policy in reporting incidents/accidents. Unanticipated events include client falls, medication errors, burns, treatments or procedures not performed as ordered, severe drug reactions, unexpected changes in a client's/patient's condition, needle sticks or any other injury that exposes them to body fluids. Student injuries are also included. The rationale for incident/accident reports is that they effectively protect the student, client/patient and the clinical facility.

Responsibility

Responsibility means reliability and trustworthiness. Nursing students must carry out required nursing activities conscientiously and honestly report/record all nursing actions. This aids the nursing student to develop a trusting relationship with the patient and other healthcare team members.

Scholastic Dishonesty

It is the responsibility of students and instructors to help maintain scholastic integrity at the University by refusing to participate in or tolerate scholastic dishonesty. Refer to the "Code of Student Life" for more information on scholastic dishonesty.

Commission of any of the following acts shall constitute scholastic dishonesty. This listing is not exclusive of any other acts that may reasonably be said to constitute scholastic dishonesty. Categories of scholastic dishonesty include:

- a. Acquiring Information
- b. Providing Information
- c. Plagiarism
- d. Conspiracy
- e. Fabrication of Information
- f. Violation of Departmental or College Rules
- g. Multiple Submission

Disciplinary Action in Scholastic Dishonesty Cases:

The Department Head, based on a recommendation from the instructor, may implement any combination of the following sanctions:

- a. Appropriate grade penalty, up to and including an "F" in the course.
- b. Letter of reprimand.
- c. Academic sanctions recommendation to the Dean.

Transportation

Nursing students are expected to provide their own transportation to and from the clinical area. Students are encouraged to investigate the possibility of establishing car pools, as this will reduce commuting expenses. The University assumes no responsibility for accidents that may occur traveling to and from clinical.

Bivins Nursing Learning Center

Price List

ITEM	COST
Name Tags	\$10.00 each
Patches	\$3.00 each
Clear Plastic ID Badge Holder with Clip	\$1.00 each
Fines for Overdue Equipment	\$0.50 cents per day per item

Prices are subject to change, please see the Bivins Nursing Learning Center for more information.

NURSING STUDENT ORGANIZATIONS AND ACTIVITIES

West Texas A&M University Nursing Students' Association (WTNSA)

Nursing students of West Texas A&M University are eligible for membership in West Texas A&M University Nursing Students' Association, Texas Nursing Students' Association, and National Student Nurses' Association. The student pays the dues for these organizations at the beginning of the fall or spring semester each year. You may access the web site at www.wtamu.edu/nursing.

Purpose

1. Assume responsibility for contributing to nursing education in order to provide for the highest quality health care.
2. Provide programs representative of fundamental and current professional interests and concerns.
3. Aid in the development of the whole person, and is responsible for the health care of people in all walks of life, and professional roles.

Function

1. To have direct input into standards of nursing education and influence the educational process.
2. To influence health care, nursing education and practice through legislative activities as appropriate.
3. To promote and encourage participation in community affairs and activities towards improved health care and the resolution of related social issues.
4. To represent nursing students to the consumer, to institutions and to other organizations.
5. To promote and encourage student participation in interdisciplinary activities.
6. To promote and encourage recruitment efforts, participation in student activities and educational opportunities regardless of the person's race, color, creed, sex, life-style, national origin, age or economic status.
7. To promote and encourage collaborative relationships with the National Student Nurses' Association, the American Nurses' Association, National League of Nurse, International Council of Nurses, Texas Nurses Association, District I TNA (local chapter), as well as the other nursing and related health organizations.

SIGMA THETA TAU INTERNATIONAL

Delta Delta Chapter

In March 1980, the West Texas State University Nursing Honor Society was inducted in **Sigma Theta Tau National Honor Society of Nursing**, becoming the 98th chapter of the Society. The Delta Delta Chapter is governed by Sigma Theta Tau bylaws. You may access the web site at www.wtamu.edu/nursing.

What is Sigma Theta Tau International?

The honor society of nursing committed to fostering excellence, scholarship and leadership in nursing to improve health care worldwide. The Society promotes the use of nursing research in health care delivery and makes its resources available to all people and institutions interested in the latest knowledge in nursing care.

Sigma Theta Tau International was founded in 1922 and has a membership of more than 120,000 members active in more than 90 countries. It has chapters located at 523 college and university schools of nursing worldwide.

Purposes

1. Recognize superior achievement.
2. Recognize the development of leadership qualities.
3. Foster high professional standards.
4. Encourage creative work.
5. Strengthen commitment of the ideals and purposes of the profession.

How Can I Become a Member?

By accepting an invitation to membership from a chapter of Sigma Theta Tau International.

Criteria for Membership of Undergraduate Students

1. Must have completed one-half of the nursing curriculum.
2. Have at least a GPA of 3.0 (based on a 4.0 grading scale).
3. Rank in the upper 35 percentile of graduating class.
4. Meet the expectation of academic integrity.

Appendix A
WTAMU
Bivins Nursing Learning Center
Simulation Laboratory/Acute Care lab/ Primary Care Lab
Student Use Agreement

1. I understand that I will not be permitted in the Simulation Laboratory without direct staff/faculty supervision.
2. I will wash my hands prior to using the manikins.
3. I will wear gloves when working with the manikin if the scenario warrants.
4. I will avoid colored gloves as they will cause discoloration of the manikin.
5. I will treat manikins respectfully as a person.
6. I will treat scenarios as real patient interaction.
7. I will follow confidentiality and infection control standards.
8. I will not perform mouth-to-mouth respirations on the Simulation Lab manikins unless the manikin is specifically designed for that purpose.
9. I will not use pens of any kind, iodine or other staining medications. I understand that newsprint or inked lines of any kind on or near the manikins are prohibited.
10. I understand that **no food or drink** is allowed around the manikins.
11. I understand that no fluids can be introduced into the torso area or left (BP) arm of the SimMan manikin.
12. I will ask if I need additional equipment/supplies or instructions.
13. I will actively participate in this team learning experience and provide support and encouragement to other students involved in this activity.
14. I give permission to be photographed and/or videoed during Simulation Experiences.

Student _____ Date _____