



# WEST TEXAS A&M UNIVERSITY DEPARTMENT OF NURSING



## RN-BSN DEGREE PROGRAM STUDENT HANDBOOK

WTAMU website:

[wtamu.edu/](http://wtamu.edu/)

Department of Nursing Web site:

[wtamu.edu/academics/nursing](http://wtamu.edu/academics/nursing)

WTAMU Library:

[wtamu.edu/library/](http://wtamu.edu/library/)

WTAMU Bookstore:

[wtbookstore.com/home.aspx](http://wtbookstore.com/home.aspx)

Texas Board of Nursing:

[bon.texas.gov](http://bon.texas.gov)

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## Accountability Statement

PLEASE READ THE INFORMATION AND PRINT YOUR NAME  
VERIFYING THE FOLLOWING STATEMENTS. EMAIL THE SIGNED  
PAGE TO YOUR PROGRAM ADVISOR OR UPLOAD TO  
NURS3001E

If you do not know your academic advisor, email [NURSING@WTAMU.EDU](mailto:NURSING@WTAMU.EDU)  
for RN to BSN degree administrative support.

As a nursing student of West Texas A&M University, I understand that I am responsible for the information in the Nursing RN to BSN Student Handbook and the Code of Student Life. I have reviewed the Department of Nursing RN to BSN Student Handbook and the West Texas A&M University Code of Student Life, made available to all students via the NURS 3001E Introduction Course. I understand that all nursing students will be held accountable and responsible for the information in both publications.

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). I have submitted my immunization information to the Department of Nursing. 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.

**Printed Signature:** [Click or tap here to enter text.](#) **ID:** [Click or tap here to enter text.](#)

*Upload photo or scanned copy of form to NURS 3001E from your buff.wtamu.edu account.*



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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 Nursing Department Committees via online. Every student in the Nursing Department needs to have input into program administration.

### Statement of Responsibility and Accountability

#### **Disclaimer Note to Student & College and Offices of Academic and Student Affairs**

This Nursing Student Handbook is intended for information purposes only. The provisions of this RN to BSN Nursing Student Handbook do not constitute a contract, expressed or implied, between any applicant, student, or faculty member and West Texas A&M University (WTAMU) and Texas A&M University System (TAMU). Although every effort has been made to verify the accuracy of information in this handbook, the Texas A&M System, WTAMU, the College of Nursing and Health Sciences, and the Department of Nursing (DON) reserve the right to change course offerings, fees, tuition, academic calendars, curricula, degree requirements, graduation procedures, and any other requirement affecting students. Changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled. The DON, at all times, retains the right to dismiss a student who does not attain and maintain adequate academic or clinical performance or who does not exhibit the personal and professional qualifications required for the practice of nursing.

Updates and changes are made annually to the handbook. The DON reserves the right to make changes to policies and procedures without notice as necessitated by governing authorities or administrative needs.

Detailed instructions on processes related to the Offices of the Registrar, Financial Aid, and Student Business Services can be obtained by contacting the respective offices or visiting their websites. See the WTAMU website for contact information on each of these offices.

[www.wtamu.edu](http://www.wtamu.edu).

#### **Affirmative Action/Equal Employment Opportunity - WTAMU**

WTAMU and the DON serves people of all ages, regardless of socioeconomic level, race, color, gender, religion, sexual orientation, disability or national origin. WTAMU is an affirmative action/equal employment opportunity institution.

## West Texas A&M University Department of Nursing Confidentiality Agreement

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. As a Registered Nurse I understand the Health Insurance and Portability and Accountability Act of 1996 (HIPAA).

### **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 be used only 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. There is more information provided in the NURS 3001E course.*

# DEPARTMENT OF NURSING MISSION, VISION AND PHILOSOPHY

## Mission

As an integral part of its parent institution, the Department of Nursing is committed to serving as the principal 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 healthcare 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.

# 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." Pins are available for purchase from the University Bookstore.

# PROFESSIONAL PROGRAM REQUIREMENTS

## 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.

Nursing education is a collaborative process among students, faculty, and the learning environment. It draws from the fields of physical and social science and liberal arts to support the acquisition of knowledge and skills essential for nurses to meet client, family, organization, and system needs. Course and clinical experiences throughout the curriculum are designed from simple to complex, beginning with foundational courses in liberal arts and sciences which are then built upon in nursing classes.

## 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. Foster a safe, dynamic, and respectful learning/living atmosphere in the campus, lab, and clinical environment.
3. 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.
4. Recruit, develop, and support a faculty and staff who embody the core values of the Department of Nursing and the university and support their missions and goals.
5. 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.
6. 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.
7. Baccalaureate and master’s nursing graduates will demonstrate achievement of the expected student learning outcomes and the expected aggregate outcomes.

## Student Outcomes (Aggregate)

- Completion rates for RN to BSN or RN to MSN will be 70% within 3 years of enrollment in NURS 3001E (RN to BSN) or within 5 years of enrollment in NURS 3001E (RN to MSN).
- 70% of graduates will be employed in their major at graduation.
- Alumni satisfaction based on Skyfactor™ (formerly known as EBI) annual report is statistically higher or equal to Select 6, Carnegie Class, and All Institutions.

### Program Learning Outcomes:

The RN to BSN prepares graduates to practice as generalist nurses and to function as members of the profession; providers of patient -centered care; patient safety advocates; and members of the healthcare team (American Association of Colleges of Nursing, Essentials of Baccalaureate Nursing Education, 2008; Texas Board of Nursing, Differentiated Essential Competencies of Texas Nursing Programs, 2010). Effective performance as a novice in these roles is achieved by preparing graduates to:

- Utilize liberal education as a cornerstone for generalist nursing practice;
- Demonstrate basic organizational and systems leadership to provide high quality care and ensure patient safety;
- Translate scholarship and current evidence into professional nursing practice;
- Apply knowledge and skills related to information management and technology in the delivery of high quality patient care;
- Integrate healthcare policy and finance within regulatory environments;
- Communicate and collaborate effectively as a member of interprofessional healthcare teams to optimize patient outcomes;
- Promote health and prevent disease at the individual, family, and population levels;
- Practice professionalism utilizing nursing standards and values; and,
- Deliver compassionate, patient-centered care across the lifespan in diverse settings.

## ACADEMIC INFORMATION

The Department of Nursing offers courses of study leading to the baccalaureate degree in nursing and the master's degree in nursing. The baccalaureate degree program in nursing/master's degree program in nursing at West Texas A&M University is accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>). Both nursing programs also 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 healthcare settings and with diverse populations. Graduates complete 120 semester hours of the prescribed curriculum for the Bachelor of Science in nursing degree.

### 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 \$55 application fee on the internet at [www.applytexas.org](http://www.applytexas.org).

### Admission to the Department of Nursing

An additional application to the Department of Nursing can be made after completion of approximately 48 hours of core curriculum. This is a separate RN to BSN departmental application form with a \$50 non-refundable application fee. The applicant must be a licensed registered nurse in good standing with the Board of Nursing or obtain registered nurse licensure with three (3) months of graduation from an associate's degree or diploma program; a criminal background check is required. Credit for previous nursing course work and practice knowledge that lead to successfully obtaining your RN license will be held in escrow until successful completion of the final course in the RN to BSN program. See the degree checklist for RN to BSN program.

Once a student is admitted to the program, they will be placed in the NURS 3001E course which is an orientation course with no cost to the student and no assignments. The course provides information to enable the students to be successful in the RN to BSN program, along with resource information.

**Re-admission to the Department of Nursing** is not automatic. A student who leaves the program for any reason may be permitted to re-enroll based on (1) individual qualifications and (2) available space. The student's record of dropped courses or withdrawals from the University will be considered.

**Student practical application** (clinical) is required in some courses. A mentor is needed in some courses. The student is to find a mentor in their area to oversee and ensure that the application of new knowledge has been completed.

### Progression and Graduation

- A degree plan must be filed with the dean of the College of Nursing and Health Sciences after 30 hours have been completed.

- A minimum grade of "C" must be maintained in all biology, chemistry, psychology and mathematics courses.
- A grade of "C" or above is required to pass a nursing course and progress through the curriculum on schedule. Progression will be determined on an individual basis for a student who earns a grade of "D" or below in a nursing course.
  - Department of Nursing grading scale for all NURS prefix courses:
    - A = 90 - 100
    - B = 80 - 89.9
    - C = 74 - 79.9
    - D = 64 - 73.9
    - F = 63 or below
- Of the final 36 hours toward a degree, 30 hours must be residence credit. (CLEP, Challenge and correspondence courses are not resident credit courses.)
- Students must comply with all rules and policies as set forth in the *Department of Nursing RN to BSN Student Handbook* ([RN to BSN Handbook](#)) and in the *West Texas A&M University Code of Student Life* ([Code of Student Life](#)).

Students who withdraw before the 12th class day (fourth class day for summer sessions) will have a record of the semester on their transcript with a notation, "Student withdrew without earning credit (date)." Students withdrawing after the 12th class day, but before midterm, will receive a grade of "X" (withdraw passing). If a student withdraws after midterm, a grade of "X" (withdraw passing) or "XF" (withdraw failing) will be recorded. Students leaving the University without making arrangements to withdraw through the Office of the Registrar will automatically receive an "F" in all classes.

RN to BSN students (Major Code 718) are required to complete in-residence 30 credits of course work, all of which are upper division. The minimum requirement of 39 hours of advanced credits is met with the completion of 30 NURS credits, as described above, with the remaining 9 credits of upper division being waived.

A comprehensive program evaluation exam is required for graduation. This exam is provided on-line through a proctoring service. There is a cost to the proctoring and for the exam itself.

### RN to MSN

RN students will initially be admitted into the RN to BSN program. After successful completion of the required nursing courses, students will 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. There is a secondary admission process for the MSN programs with limited space for each of the two tracks (Family Nurse Practitioner specialization and Comprehensive

MSN). If matriculating through the RN to MSN program, there are three courses in the RN to BSN program that are waived. If a student who is declared as RN-MSN decides to complete the RN to BSN program, then the undergraduate courses waived must be taken to satisfy degree requirements; the graduate equivalents cannot be used for undergraduate credit. The three courses waived are NURS 3345 Pharmacotherapeutics, NURS 4335 – Issues In Health Care Delivery, and NURS 4323 Nursing Decisions for Populations. A student who remains on the RN to MSN degree track will receive both the BSN degree and the MSN degree once they complete the MSN required courses. For more information about the Nursing Graduate Programs go to: <http://www.wtamu.edu/academics/nursing-graduate-program.aspx>

## ADMINISTRATION

### Academic Advisement

Academic advisement is provided initially through the Admissions Counselor (Deanna Moore). Once admitted to the RN to BSN program, each student is assigned to a faculty advisor for the remainder of the nursing program. The faculty advisor provides information concerning West Texas A&M University and the Department of Nursing rules and procedures. Certain courses are pre-requisite to and/or co-requisite with others and all level courses 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 schedules in the course syllabi and on their office doors each semester. Green lighting and advisement by your faculty advisor is required prior to enrollment each semester. You must meet with your faculty advisor with questions or problems before dropping a course.

### University Student Academic 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, p. 34. The Code of Student Life document is found electronically at [Code of Student Life](#).

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 occur only if the student alleges that an arbitrary, capricious, or prejudicial grade assignment has occurred. Students are expected to follow the chain of command in resolving any grievances. The chain of command is as follows: course instructor, associate department head for undergraduate studies or clinical coordination (whichever is appropriate), department head, dean, provost, president.

### Annual Student Requirements

**CPR Certification:** Current CPR certification is required prior to the first day of RN to BSN courses. This certification must be kept current throughout the program. CPR certification (AMERICAN HEART ASSOCIATION Healthcare Provider only) may be acquired through their medical employer or the American Heart Association. Evidence of this certification must be provided to the RN to BSN Admission Counselor (Deanna Moore). 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 or other facility. 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.

### IMMUNIZATION REQUIREMENTS FOR NURSING STUDENTS

Required Vaccinations	Schedule for Vaccinations
<b>Tetanus-diphtheria pertussis (Tdap)*</b>	One (1) dose of tetanus-diphtheria pertussis (Tdap) is required within the last ten (10) years.
<b>Measles*</b>	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
<b>Rubella*</b>	Students must show, prior to patient contact, acceptable evidence of vaccination of one (1) dose of rubella vaccine.
<b>Mumps*</b>	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.
<b>Hepatitis B*</b>	Students shall receive a complete series of hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to hepatitis B virus.
<b>Varicella (chickenpox)*</b>	Students shall receive two (2) doses of varicella vaccine, have a positive titer, or documentation from a physician stating a positive history of chickenpox
<b>TB Test - Mantoux</b>	A TB test will be required on admission to the Department of Nursing and annually during clinical courses.
<b>Annual Influenza Vaccine</b>	Students will be required to have an annual flu vaccine.

For more information, see <https://www.cdc.gov/vaccines/schedules/hcp/adult.html> from the Centers for Disease Control and Prevention dated 2018; or call the Texas Department of Health Immunization Unit, 1-800-252-9152.

\*See Texas Administrative Code, Title 25, Health Services, Part 1 Texas Department of Health, Chapter 97

## Recommendation for Withdrawal from the Program

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

### **STUDENT GOVERNANCE PARTICIPATION IN THE DEPARTMENT OF NURSING**

According to the Faculty Organization Bylaws, student participation in departmental governance is achieved through the CONHS Student Advisory Committee. Representatives are recommended by the faculty and selected by the Assistant Dean and Dean of the college.

### **HIPAA COMPLIANCE FORM**

We are required by law to protect the privacy of health information of patients. Students who are enrolled in West Texas A&M University's Nursing Program have read the Confidentiality Agreement and agree to its terms.

My right to have access to or use confidential information is restricted to my need to know such information in connection with the performance of my student responsibilities.

The unauthorized disclosure, copying, distribution or misuse of confidential information is a serious breach of my duty to the University and will result in disciplinary action up to and including termination of enrollment.

### **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.

Provision 1-The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.

Provision 2-The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.

Provision 3-The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.

Provision 4-The nurse has authority, accountability and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to provide optimal patient care.

Provision 5-The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal and professional growth.

Provision 6-The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality healthcare.

Provision 7-The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.

Provision 8-The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.

Provision 9-The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

*Source: American Nurses Association. (2015). Code of ethics with interpretative statements. Silver Spring, MD.*

## Conduct of Students

### As per the Texas Board of Nursing:

#### Good Professional Character:

A person who seeks to obtain or retain a license to practice professional or vocational nursing shall provide evidence of good professional character which, in the judgment of the Board, is sufficient to insure that the individual can consistently act in the best interest of patients/clients and the public in any practice setting. Such evidence shall establish that the person: (A) is able to distinguish right from wrong; (B) is able to think and act rationally; (C) is able to keep promises and honor obligations; (D) is accountable for his or her own behavior; (E) is able to practice nursing in an autonomous role with patients/clients, their families, significant others, and members of the public who are or who may become physically, emotionally, or financially vulnerable; (F) is able to recognize and honor the interpersonal boundaries appropriate to any therapeutic relationship or healthcare setting; and (G) is able to promptly and fully self-disclose facts, circumstances, events, errors, and omissions when such disclosure could enhance the health status of patients/clients or the public or could protect patients/clients or the public from unnecessary risk of harm.

### As per the West Texas A&M Code of Student Life:

It is the responsibility of students and instructors to maintain academic integrity at WTAMU by refusing to participate in or tolerate academic dishonesty or any behavior that prevents University representatives or students from effectively furthering the mission of the University as stated in the mission statement. Any act that hinders WTAMU from maintaining the integrity of the University's academic mission shall be treated as a serious offense against the community as a whole. It is both the right and responsibility of every member of the community to read, understand and enforce the guidelines set forth for maintaining WTAMU's academic integrity.

#### Categories of Academic Dishonesty:

- Improperly acquiring information
- Improperly providing information
- Plagiarism
- Conspiracy
- Fabrication of Information
- Violation of departmental or college rules
- Inappropriate multiple submissions of the same work

As per the Department of Nursing:

Students in nursing and other healthcare professions are held to standards of conduct that may differ and exceed those usually expected of university students. Each student enrolled in the College of Nursing and Health Sciences Department of Nursing is expected to uphold these higher standards of conduct.

Students will be held accountable for their behavior and will be held to the standards as outlined in the WTAMU RN to BSN Program Student Handbook. Failure to comply with standards of integrity or professional conduct may result in dismissal from the program.

#### Responsibility

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.

#### Disciplinary Action in Scholastic Dishonesty Cases:

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

- Appropriate grade penalty, up to and including an “F” in the course.
- Letter of reprimand.
- Academic sanctions recommendation to the Dean.
- Completion of Statement of Fact and Resolution Regarding the WTAMU Academic Integrity Code (SFR) which will be forwarded to the VPAA and placed in the student’s permanent record.

#### 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.

#### Personal and Professional Integrity

It is the expectation that each and every Department of Nursing faculty, staff and student exhibit professional behaviors at all times in a manner that is congruent with the aforementioned codes and patterns of conduct. By accepting admission and continued participation in WTAMU Department of Nursing programs, the student affirms a commitment to uphold the values of professional nursing. Examples of value statements include, but are not limited to:

- Maintain honesty in all academic and personal endeavors and reflect honorable conduct at all times.
- Comply with prescribed procedures on all academic work
- Submit one's own work only
- Complete academic work independently unless authorized by faculty member to collaborate
- Observe time constraints on assignments, tests and assignments
- Do not use unauthorized materials, equipment, or sources in evaluation
- Do not alter, falsify, or fabricate research, clinical, or academic documents
- Refrain from all other behaviors that compromise integrity and honesty
- Develop and maintain professional integrity at all times
- Exhibit behaviors that reflect the principles reflected in the ANA Code of Ethics and Good Professional Character as outlined by the Texas Board of Nursing.
- Limit all clinical activities to the proper scope of practice for the particular and current level and education
- Recognize the limitations of one's knowledge, experience, and skill in clinical situations, requesting supervision and help as appropriate
- Recognize one's own ability to function effectively and safely and limitations or impairment that could hamper safe and effective performance, i.e., illness, exhaustion, substance use, etc.
- Do not compromise patient care, human dignity, and/or physical, emotional, psychological, or spiritual wellbeing.
- Conduct all patient relationships and interactions in a professional and therapeutic nature.
- Be accountable if these expectations are compromised
- Demonstrate accountability for one's own behavior by notifying the proper individuals of errors, mistakes, compromises, etc.
- Report self-recognized limitations or error occurrences
- Report any violation of these expectation committed by others
- Report incidents of cheating.
- Report incidents of plagiarism.
- Demonstrate respect for myself, others, and the environment.

I understand that a violation of any of these values and expectations will result in review by the Department Head and Associate Department Head of the RN to BSN Program, and may result in an academic course failure, progression delay, or removal from the nursing program. I further understand that specific infractions may require reporting to the Texas Board of Nursing.

## SIGMA THETA TAU INTERNATIONAL Delta Delta Chapter

In March 1980, the West Texas State University Nursing Honor Society was inducted in the 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 International bylaws.

What is [Sigma Theta Tau International](#)?

The honor society of nursing committed to fostering excellence, scholarship and leadership in nursing to improve healthcare worldwide. The Society promotes the use of nursing research in healthcare 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:**

- Recognize superior achievement.
- Recognize the development of leadership qualities.
- Foster high professional standards.
- Encourage creative work.
- 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:**

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



Delta Delta Chapter