Milligan College provides a Christian liberal arts foundation for career preparation and promotes opportunities for students to grow spiritually, intellectually, physically and socially.

Milligan College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master’s and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Milligan College.

The baccalaureate program at Milligan College is accredited by the Commission on Collegiate Nursing Education (CCNE), One DuPont Circle, NW Suite 530, Washington, D.C. 20036-1120; phone 207-887-6791.

The Milligan College nursing program is approved by the Tennessee Board of Nursing.

Department of Baccalaureate Degree Nursing Faculty and Staff

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Mary Fabick, RNC, MEd, MSN Associate Professor...................................... Hardin 305
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Tammy Samples, RN, MSN, Associate Professor.......................................... Hardin 205
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   Nursing Department Office................................................................. Hardin 302
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The policies contained in this document apply to all students in pre-nursing and nursing courses regardless of year of entry to Milligan College

**The department of nursing reserves the right to update and change the nursing curriculum and departmental policies at the beginning of any academic semester in conjunction with current professional nursing standards.**
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MILLIGAN COLLEGE MISSION

As a Christian liberal arts college, Milligan College seeks to honor God by educating men and women to be servant leaders.

MILLIGAN COLLEGE AREA OF NURSING MISSION

The Area of Nursing supports the mission of Milligan College. The faculty and staff of the Area of Nursing are committed to facilitate the ongoing professional development of the whole person seeking educational preparation leading the Bachelor of Science in nursing with a Christian worldview.

PHILOSOPHY

The Area of Nursing embraces the mission of Milligan College, which is committed to education that is centered around a New Testament (biblical) worldview. Milligan College and the Area of Nursing encourage both academic achievement and Christian service and the idea that a liberal arts education must reflect and is essential to the development of the whole person. Therefore, the nursing curriculum includes professional, academic, and biblical courses.

CURRICULAR CONCEPT DEFINITIONS

PERSON. Each person (individual), a unique being of value and worth, is a child of God. Each individual endeavors to meet basic human needs through purposeful, self-determining behavior through interaction with his internal and external environment.

During this constant internal and external environmental interaction, the person develops adaptation modes (processes) to the stressors encountered. These adaptive processes include physiological, psychological, sociocultural, developmental, and spiritual components.

Each individual is perceived as a member of a family, a community, and society-at-large. From this perception of a person, it is believed that each person has a right to knowledge about his health status and retains the right to self-determination.

HEALTH. Health is a dynamic and relative state, which reflects the person's ability to meet basic needs, to influence, and adapt to stressors in the intra-personal, interpersonal, and extra-personal environment. The level of health that a person can attain is directly influenced by the social-cultural-spiritual environment in which they co-exist.

ENVIRONMENT. Persons interact within an intra-personal, inter-personal and an extra-personal environment. Development of the person is an on-going process within a pluralistic and culturally diverse society. The internal and external environment is influenced by many factors: that is, all conditions, circumstances, and influences consistent with an open system. Therefore, environment determines life style and state of health.
LEARNING. Learning is the basis for an individual's personal, spiritual, sociocultural, and professional growth. Learning is a dynamic process, which encompasses the person's whole being. It involves not only the perception and acquisition of new knowledge, information, and skills but the changing of one's behavior, values, and attitudes. Learning is influenced by a persons' motivation and needs.

The faculty believes learning is a shared process influenced by the student's desire to learn and the faculty's commitment to provide a quality nursing education. When students accept admission into the nursing program, they are committing themselves to the shared pursuit of ongoing personal, professional, and spiritual learning.

NURSING. The professional discipline of nursing is an art and a science based on biblical, humane, sociocultural, and scientific learning. Nursing involves a goal-directed process that focuses on the diagnosis and treatment of the responses of individuals, families, and groups to actual and potential stressors or health problems.

NURSING EDUCATION. The education of nurses involves critical thinking and shared decision-making processes and experiences. The faculty are committed to identifying and designing learning opportunities and experiences that develop, test, and use nursing knowledge and rationale in a variety of patient care settings. Nursing education at Milligan College is characterized by a spirit of inter-collegial cooperation and collaboration in the shared pursuit of ongoing personal, professional, and spiritual learning.

CRITICAL THINKING. In nursing, critical thinking is a dynamic goal-directed mental activity, which is characterized by a sense of inquiry, reflection, flexibility, and creativity. Critical thinking involves examining, comparing, and synthesizing information in an analytical, systematic, and evaluative way as a basis for making decisions.

NURSING INTERVENTIONS. Independent and collaborative nursing interventions are developed based on a holistic nursing assessment. Patient needs and problems are identified; appropriate goals and anticipated outcomes are developed; and interventions are planned based on scientific rationale. Intervention maybe revised following evaluation of patient outcomes.

COMMUNICATION. Communication is a dynamic, developmental, intra-personal and inter-personal process of transmitting, validating, receiving, and/or clarifying perceptions, thoughts, and ideas in verbal and non-verbal interactions. In caring, professional relationships, communication and validation of meaning is essential to enhancing perceptions and achieving any therapeutic goals.

CURRICULUM FRAMEWORK

BACCALAUREATE PROGRAM OUTCOMES

Upon completion of the Baccalaureate Degree requirements in Nursing, graduates will be able to use critical thinking to:

1. Provide professional nursing care based on the synthesis of knowledge derived from relevant life experiences; scientific, social, humane, and Biblical learning; nursing theory and research.

2. Institute developmentally appropriate independent and collaborative nursing interventions based on a holistic nursing assessment, resources, goals, and anticipated outcomes.

3. Communicate therapeutically with culturally diverse clients and client populations.

4. Initiate independent and collaborative nursing interventions with culturally diverse clients and client populations, (individuals, families, groups, and communities) through use of the nursing process.

5. Incorporate professional, legal, and ethical nursing standards based on a Christian perspective into own professional nursing practice.

6. Assume responsibility and accountability for personal development and ongoing evaluation of the effectiveness of own clinical nursing practice.

7. Contribute to the enhancement of quality nursing and health care practices within a variety of settings.

8. Evaluate research findings for their relevance and application to professional nursing practice.

9. Communicate clearly and effectively through a variety of mediums; fostering therapeutic interactions with patients and patient populations as well as collaborative and interdisciplinary relationships with other health care providers.

ADMISSION, PROGRESSION, RETENTION, AND GRADUATION POLICIES

GENERAL ADMISSION POLICIES:

Traditional undergraduate and LPN to RN students desiring to pursue the curriculum leading toward the baccalaureate degree in nursing at Milligan College will be required to follow a three-step process. Students who have Initial Acceptance are students who have been accepted to Milligan College and are interested in fulfilling pre-nursing requirements leading to progression into the nursing major. Students who have Progression status are those students who have demonstrated academic success and satisfactorily completed a course of
study in preparation for admission into the nursing program. Students who have Retention status are those students who have achieved progression status and meet all criteria for continuation in the Nursing Major. Students who are accepted to Milligan College and meet pre-nursing criteria are not guaranteed progression into the nursing major.

**STEP I:**
INITIAL ACCEPTANCE / PRE-NURSING REQUIREMENTS

1. Secure applications, transcript requests, and reference forms from the Office of Enrollment Management.

2. Submit completed application with application fee to the Office of Enrollment Management.

3. Meet requirements for and be accepted to Milligan College and pay admission deposit.

4. Complete Milligan College core requirements as well as the prescribed course of study that is required for progression into the nursing major.

**STEP II:**
PROGRESSION

Progression must be sought through the application process and may be limited by space availability. Progression occurs in the fall semester in the curriculum plan. Students desiring to enter NURS 300 level courses leading toward the baccalaureate degree in nursing must file an “Application for Progression” form with the Chair of the Admission, Progression, Retention, and Graduation Committee through the nursing office by the date designated on the application. Applications received after the designated deadline will be considered on first come first served basis as room in the nursing major allows. Progression to NURS 300 level courses is contingent on the following:

1. Completion of the following courses or their equivalents: Bible 123,124; Communications 102; MLGN 100, 200; Psychology 252; Ethnic Studies; Humanities 101, 102, 201, 202; Biology 250, 251, 280; Composition 111, 211; Nursing 202, 202L, 210, 210C, 220, 220C and 240

2. Overall grade point average of 2.5 with:
   a. a minimum grade of C in all science courses
   b. an overall GPA of 2.0 in Humanities and Composition and completion of all Area of Humane Learning specific requirements for writing competency
   c. a minimum grade of C in all required nursing courses

Any Pre-nursing student who does not meet progression requirements must meet with their academic advisor and outline an academic plan of study. The outline is then submitted to the Chair of the Admission, Progression, Retention, and Graduation Committee through the nursing office for review by the committee in order to be considered for progression at a future date.
Transfer Students

Transfer students who have been enrolled in nursing courses at other colleges or universities who wish to transfer to Milligan College must meet the same core curriculum requirements for progression. Transfer students who have satisfactorily completed Biology 250, 251, 280; Nursing 202, 202L, 203, 210, 210C, 220, 220C, 240, Humanities 101, 102, 201, 202; Composition 111, 211; and Psychology 252 or the their equivalents and have extreme mitigating circumstances may be considered for progression into Nursing 300 level courses as long as they have no more than 6 hours of outstanding requirements to be completed. Outstanding coursework may not include courses that must be repeated to meet progression criteria. Students may be required to complete course work in a specified time frame as a condition of progression and/or retention in the nursing major.

Transfer credit will not be accepted from nonLicensed students for any required nursing courses with the exception of Nursing 350L: Introduction to Nursing Research Lecture and Nursing 350S: Introduction to Nursing Research Discussion Section (a grade of C or higher is required).

Progression Application Process

1. Secure application from the Chair of the Admission Progression, Retention and Graduation Committee.

2. Applicants must complete all parts of the progression application to be considered for progression.

3. Submit completed application to the Chair of the Admission, Progression, Retention and Graduation Committee through the Area of Nursing office.

4. The Admission Progression, Retention, and Graduation Committee will review applications for Progression.

5. Students will be notified in writing no later than June 15th regarding their request for progression.

6. As part of the progression process it is the student’s responsibility to:
   a. ensure official transcripts are on file in the registrar’s office from all institutions in which the student has completed coursework including any coursework taken during the summer semester immediately prior to progression.
   b. ensure documentation of clinical health, CPR, and liability insurance requirements, as required by affiliating clinical agencies, are submitted to their Verified Credentials Scholar account.
   c. have clear criminal background check(s) documented through their Verified Credentials Scholar account as required by affiliating clinical agencies.
STEP III: RETENTION AND GRADUATION

Students who have progressed into the nursing major have a continued obligation toward academic success. The Admission, Progression, Retention, and Graduation Committee will review student’s academic performance at the end of each semester once progression status has been granted to determine that the student meets criteria for retention in the Nursing major. Students must meet the following criteria in order to be “Retained” in the nursing major and continue their study toward the Baccalaureate of Nursing Degree:

1. Maintenance of an overall GPA of 2.5.
2. A minimum grade of “C” in Math 213.
3. A minimum grade of “C” must be maintained in all nursing courses.
4. Students who do not meet retention requirements must confer with their academic advisor to develop an academic plan and submit a written copy to the Chair of the Admission, Progression, Retention, and Graduation Committee through the nursing office. The APRG Committee will make a determination as to the eligibility of the student for retention in the major.

Upon satisfactory completion of the nursing program requirements and outcomes assessment testing for the nursing major, graduates of the program become eligible to sit for the NCLEX-RN licensure examination. The Area of Nursing, in helping majors prepare for the NCLEX, requires a series of outcomes tests in the last semester of the program as part of the objectives for successful completion of N460. Students must achieve a designated passing standard on departmental outcomes assessment tests administered in N460 in order to be cleared for graduation.

Students who do not meet N460 course outcomes in the initial semester of enrollment will:
   1) be assigned a grade of “Progress.”
   2) be provided an individualized remediation plan.
   3) be allowed to retake the nursing outcomes test upon completion of their remediation plan without additional cost if taken prior to the start of summer term I.
   4) have the grade of “Progress” changed to “Pass” on their transcript if course outcomes are met.

If the student does not complete all N460 course outcomes by the last working day prior to the start of summer term I the student must register for N460 for 1 hour of credit for the full summer term and each subsequent term until all N460 course outcomes are met. A grade of “Progress” will be issued each semester as long as the student meets syllabus requirements until course outcomes are met.

If the student does not meet syllabus requirements or does not register for N460 any semester as required a grade of “F” will be issued and posted to the transcript. The student may replace the “F” with a grade of Pass upon successful completion of the N460 outcomes. The grade of “F” will remain on the transcript and replaced with a Pass as when repeating a course.
Students who do not earn a grade of Pass in the initial spring semester they are enrolled in N460 may participate in pinning and graduation ceremonies.

Students who are repeating their last semester or non-May graduates in the Area of Nursing will be required to repeat or demonstrate course outcomes for N460 by achieving the designated passing standards on the departmental outcomes assessment tests before being cleared for graduation.

RN-BSN students will complete outcomes testing in their final semester of study.

**ACADEMIC DIFFICULTY**

*Students who experience Academic Difficulty are afforded the following options within the Nursing Department:*

1. A student who withdraws (W, WP, WF) or earns a grade of “C-“ or less in a nursing course is eligible to repeat the course once. A second “W” (W, WP, WF) or “C-“ or less makes the student ineligible for retention in the major.
2. A student who makes a grade of “W” (W, WP, WF) or “C-“ or less in two nursing courses is no longer eligible for retention in the major.
3. A student who withdraws (W, WP, WF) or makes a grade of “C-“ or less in a lab, clinical, preceptorship course must repeat both the lab, clinical, or preceptorship course, and companion didactic course.
4. A student who withdraws (W, WP, WF) or makes a grade of “C-“ or less in a didactic course must repeat both the didactic and companion lab, clinical, or preceptorship course.
5. A student who withdraws (W, WP, WF) from a didactic course with a companion clinical course must withdraw from both courses and will be counted as (1) W from a nursing course when the student is evaluated for progression and or eligibility for retention in the major.
6. Students who do not meet the criteria for retention in the nursing major and have extreme mitigating circumstances they believe may have contributed to their academic standing may initiate the waiver process within the Area of Nursing.

**WAIVER PROCESS**

1. Students who do not meet the criteria for retention in the nursing major and have extreme mitigating circumstances they believe may have contributed to their academic standing may initiate the waiver process within the Area of Nursing. The student must submit a written waiver request to their advisor and the Chair of the Admission, Progression, Retention, and Graduation Committee requesting a review of mitigating circumstances. A waiver request must include and are limited to:
   a. Documentation of the mitigating circumstances specifically describing what they were and how they interfered with didactic and/or clinical performance. Health related issues must be documented with a statement from the treating physician at the time of the request.
b. Documentation of how these mitigating circumstances have been resolved. If health related, the treating physician’s release and statement of good health is required at the time of the request.

c. A plan of action to prevent similar circumstances in the future.

2. Waiver requests may be no more than 5 typed pages; double spaced, 12 point Times New Roman font.

3. Letters of support or recommendation are not to be submitted with waiver requests.

4. Waiver requests must be submitted no later than two weeks immediately following the semester in which the grade earned or other event making the student ineligible to be retained in the major occurs. A decision regarding the waiver request will be made no later than one week prior to registration of the subsequent fall or spring semester.

5. Students who are not satisfied with the waiver process may initiate the Milligan College grievance policy with the Area Chair of Nursing.

TRANSFER CREDIT

Transfer credit will not be accepted for any required Nursing courses taken prior to matriculation to Milligan College with the exception of Introduction to Nursing Research (NURS 350L/350S) with a final grade of C or higher. Once a student enrolls in the undergraduate pre-nursing or nursing program at Milligan College or transfers into the Nursing Major, all required nursing courses must be taken at Milligan College. Students may not take required nursing courses at other colleges or universities to repeat a course where a grade of C- or less is earned.
## AREA OF NURSING CURRICULUM PLAN

### I. Pre-Nursing Curriculum Plan

<table>
<thead>
<tr>
<th>Fall Semester</th>
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<tbody>
<tr>
<td>BIBLE 123</td>
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<tr>
<td>COMM 102</td>
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<tr>
<td>HUMN 101</td>
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<tr>
<td>PSYCH 252</td>
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<td>MLGN 100</td>
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<tr>
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<tr>
<td>BIOL 250</td>
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</tr>
<tr>
<td>HUMN 201</td>
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<tr>
<td>NURS 210/210C</td>
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<tr>
<td>NURS 240</td>
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<td>COMP 211</td>
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<td>MLGN 200*</td>
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<tr>
<td>Elective(s)</td>
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### II. Nursing Curriculum Plan

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<tr>
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<td>NURS 310/310C</td>
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<td>NURS 313/313C</td>
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<td>NURS 403/403C</td>
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<tr>
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*Transfer students entering Milligan with 58 or more semester hours are exempt. 11 hours of electives are required to meet the 128 total hours required for the BSN degree.
LPN CAREER MOBILITY PLAN

Milligan College offers a Career Mobility Plan for the Licensed Practical Nurse (LPN) who is interested in earning a baccalaureate degree in nursing.

Required core curriculum course credits will be transferred and awarded according to established policies of Milligan College. All degree candidates are expected to meet the core curriculum requirements in order to be eligible for progression in the nursing program.

The LPN seeking a baccalaureate degree in nursing from Milligan College must meet the following entrance requirements:
1. Meet admission requirements of Milligan College.
2. Provide documentation of graduation from a Tennessee Board of Nursing approved LPN program or its equivalent in other states.
3. Hold and maintain an unencumbered Tennessee license as an LPN.
4. Provide documentation of active clinical nursing practice within the last three years.*

The LPN may be awarded credit equivalent to the fundamentals of nursing courses (Nursing 210/210C and 220/220C) offered in the baccalaureate program after successful completion of Nursing 201/201C, Nursing Systems and Process: LPN Transition Course.

*If the LPN has not practiced in the past three years, the student will be required to follow the program as a generic student in the baccalaureate nursing program.

Following successful completion of Nursing 201/201C, Nursing 202/202L, Nursing 203, Nursing 240 and core curriculum requirements, the LPN student is eligible to apply for progression to the nursing major as specified in the Milligan College Nursing Program Policies.
RN CAREER MOBILITY PLAN

Milligan College offers an adult degree completion program with a major in nursing available to registered nurses who want to pursue the Bachelor of Science in Nursing degree. This major is designed for adults who have completed 27 or more semester hours of college credit and are employed as a Registered Nurse. Degree candidates must also complete the college’s general education core of humanities, social and behavioral sciences, natural sciences, and Bible as well as an appropriate number of elective courses. Inquiries are addressed to the Office for Graduate and Professional Studies at 423.461.8782.

ADCP: RN to BSN

General education requirements:
- BIBL 123M Old Testament Survey (3 hrs)
- BIBL 124M New Testament Survey (3 hrs)
- BIBL 471 Christ and Culture (3 hrs)
- COMP 211 Foundational Analytical Composition (3 hrs)
- HUMN 101M Ancient and Medieval Cultures (4 hrs)
- HUMN 102M Renaissance and Early Modern Cultures (4 hrs)
- HUMN 201M Eighteenth and Nineteenth-Century Cultures (4 hrs)
- HUMN 202M Cultures of the Twentieth and Early Twenty-first Centuries [or Electives] (4 hrs)
- General electives (4 – 8 hrs)

Required courses in the major:
- NURS 110M Global Health Issues (3 hrs)
- NURS 301 RN Transition Course (3 hrs)
- NURS 301C RN Transition Course Clinical (2 hrs)
- NURS 302/302L Health Assessment for Registered Nurses (4 hrs)
- NURS 350L/350S Introduction to Nursing Research (3 hrs)
- NURS 422/422C Community Health Nursing (5 hrs)
- NURS 421 Leadership, Management, and Professional Role Integration (3 hrs)
- NURS 421P Leadership, Management, and Professional Role Integration Practicum (3 hrs)

Total number of required hours in the RN to BSN degree program (ADCP): 58

The area of nursing reserves the right to update and change the RN to BSN curriculum at the beginning of any academic semester in conjunction with current professional nursing standards.

Completing the major takes approximately 19 months.
Admission Criteria
For cohorts starting in January, applications must be received by December 1 of the preceding year. For information about other cohort start dates, please contact the Graduate and Professional Studies Office at 423.461.8782.

1. Completion of an NLN accredited registered nurse diploma or associate degree program, confirmed by official transcripts evaluated by the Registrar’s Office.
2. Transfer of a minimum of 27 hours of coursework, confirmed by official transcript(s), from a regionally accredited institution comprised of the following; English composition (3 hrs.); behavioral/social sciences (3 hrs.); history, fine arts, philosophy, or literature (3 hrs.); speech communication (3 hrs.); anatomy and physiology with lab (8 hrs.); introduction to microbiology (4 hrs.); probability and statistics (3 hrs.). An earned grade eligible for transfer credit is required for these courses.
3. Must provide a notarized copy of an unencumbered Tennessee license as an RN or license from a compact state.
4. Documentation of employment as a Registered Nurse.
5. Good standing at previously attended institutions with a cumulative GPA of 2.0 (on 4.0 scale).
6. Submission of two positive references – one character and one employer.
7. Acceptance of the lifestyle statement as evidenced by completing and signing the application form.
8. Submission of completed application and payment of the non-refundable application fee ($30).

Enrollment Confirmation
Confirmed admission to the group is granted on the date the enrollment confirmation form and $200.00 enrollment deposit is received in the Office for Graduate and Professional Studies.

Matriculation Requirements
Prior to the first meeting of any class, students must provide documentation of good health and that they are free from communicable disease. They must present clear background checks as set forth by affiliating clinical agencies. Students must be physically and mentally capable, with reasonable accommodation, to perform the essential functions of the program. Students must also meet the following core performance standards:

1) critical thinking ability sufficient for clinical judgment
2) interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural and intellectual backgrounds
3) communication abilities sufficient for interaction with others in verbal and written form
4) physical abilities sufficient to move from room to room and maneuver in small places
5) gross and fine motor abilities sufficient to provide safe and effective nursing care
6) auditory abilities sufficient to monitor and assess health needs
7) visual ability sufficient for observation and assessment necessary for nursing care
8) tactile ability sufficient for physical assessment
Admission to and retention in the ADCP RN to BSN program is not based on the core performance standards; instead they will be used to assist in determining whether accommodations or modifications are necessary. If a student believes that she or he cannot meet one or more of the core performance standards without accommodations or modifications, it is appropriate for the student to take the responsibility of identifying her or his need for accommodation to the Office of Disability Services and course instructor. The needs of each self-identified student will be addressed on an individualized basis when considering necessary accommodations, and it is recognized that helping to determine successful accommodations is the responsibility of the student, as well as the faculty member. For assistance in accessing accommodations, please contact the Director of Disability Services at 423.794.3088 or hjackson@milligan.edu.

The Area of Nursing reserves the right to update or change clinical requirements based on current information regarding communicable diseases, revised or new area or college policies, or agency requirements.

**Returning Students**
A student who has withdrawn in good social and academic standing should address a letter to the Director of Adult Degree Completion Programs requesting permission for readmission. A student who has been academically or socially dismissed may reapply for readmission by observing the following procedure:
1. The student’s letter requesting readmission shall be addressed to the director of adult degree completion programs.
2. The director will examine, in consultation with the registrar and Nursing ADCP liaison, the student’s original academic records and any courses completed since the suspension.
3. Social dismissal is reviewed with the vice president for student development.
4. If there is reason to believe that the student will profit from another opportunity to do college work, he/she will be permitted to enroll with probationary status following at least one ADCP term out of class.
5. In the event that it is necessary to suspend the student a second time, he or she will not be eligible to apply for readmission.

**Degree Requirements**
The student who completes the Bachelor of Science in Nursing degree with a major in nursing must meet the general education requirements (GER) listed in the curriculum above. The degree requirements are as follows:
1. Successful completion of 128 semester hours
2. Successful completion at Milligan College of the fifty-eight semester hours in the GER and the nursing major
3. Minimum grade of C in all required Nursing courses
4. A cumulative grade point average of 2.0 in Humanities and Composition (4.0 scale)
5. A cumulative grade point average of 2.0 on all work (4.0 scale)

**Faculty Adviser**
The nature of a cohort-based program minimizes the need for extensive and ongoing academic advising. However, it is recognized that questions related to such things as
withdrawal, readmission, graduation requirements, and other academically related matters may arise. In the event of such questions, students should contact the Nursing ADCP liaison for assistance. The liaison will either respond to students’ questions directly, or may forward questions to others for response.

**Course Rotation**

**Term I: Spring**
BIBL 123M – Old Testament Survey (3 hrs)  
HUMN 101M – Ancient and Medieval Cultures (4 hrs)  
NURS 301/301C – RN Transition Course/Clinical*(5 hrs)  
Total: 12 hrs

**Term II: Summer**
HUMN 102M – Renaissance and Early Modern Cultures (4 hrs)  
NURS 302/302L – Health Assessment for Registered Nurse (4 hrs)  
Electives (2 hrs)  
Total: 9 hrs

**Term III: Fall**
BIBL 124M – New Testament Survey (3 hrs)  
COMP 211 – Inquiring Minds: Foundational Analytical Composition** (3 hrs)  
HUMN 201M – Eighteenth and Nineteenth-Century Cultures (4 hrs)  
NURS 305L/305S – Introduction to Nursing Research (3 hrs)  
Total: 13 hrs

**Term IV: Spring**
HUMN 202M – Cultures of the Twentieth and Early Twenty-first Centuries or general Electives (4 hrs)  
NURS 110M – Global Health Issues (3 hrs)  
NURS 422/422C – Community Health Nursing/Clinical (5 hrs)  
Total: 12 hrs

**Term V: Summer**
BIBL 471 – Christ and Culture (3 hrs)  
NURS 421/421P – Leadership, Management and Professional Role Integration/Practicum (6 hrs)  
Total: 9 hrs

* Upon successful completion of 12 semester hours of coursework inclusive of NURS 301/301C, the student will be awarded 43 semester hours in nursing credits: NURS 210/210C, 220/220C, 240, 305, 306, 310/310C, 313/313C, 320/320C, 323/323C, 403/403C and 410/410C.

**Students whose writing sample indicates deficiencies must complete a remediation protocol through the Milligan College Virtual Writing Center followed by a successful score on writing sample prior to enrollment in Composition 211.
Withdrawal from College or Dropping a Class

Withdrawal from College
No student may withdraw from the college without the permission of the Academic Dean. Upon securing the consent of the Academic Dean, the student is expected to meet all obligations involving instructors, fellow students, deans, residence hall directors, the vice president for business and finance, and the registrar. The withdrawal process begins and ends in the Office of Student Success; other college offices (Academic Dean, registrar, financial aid, student accounts) are notified of the student’s withdrawal. Students who leave the college without fulfilling these obligations receive “F”s in all classes in which they are enrolled and forfeit any returnable fees which may have been paid to the college.

Students withdrawing from the college during the first two weeks (or fourteen calendar days) of the semester (or the equivalent proportion of an academic term when the term length is other than 15 weeks) begin the withdrawal process with the Director of Student Success. The students will have no academic record for that semester. However, the instructor or the Academic Dean has the right to assign grades of “WF” (“withdrawal, failing, and equivalent to an ‘F’”) at any point in the semester in instances of academic dishonesty or other academic infractions.

Students withdrawing from the college from the fifteenth calendar day through the tenth week of classes (or the equivalent proportion of an academic term when the term length is other than 15 weeks) begin the withdrawal process with the Director of Student Success. Classes are evaluated with the grade of “W.” However, the instructor or the Academic Dean has the right to assign grades of “WF” (“withdrawal, failing, and equivalent to an ‘F’”) at any point in the semester in instances of academic dishonesty or other academic infractions.

Students withdrawing from the college after the tenth week of classes (or the equivalent proportion of an academic term when the term length is other than 15 weeks) begin the process with the Director of Student Success. Classes are evaluated with the grade of “WP” (“withdrawal and passing”) or “WF” at the discretion of the instructor. However, the instructor or the Academic Dean has the right to assign grades of “WF” (“withdrawal, failing, and equivalent to an ‘F’”) at any point in the semester in instances of academic dishonesty or other academic infractions.

The college may administratively withdraw a student who is not attending class or otherwise not demonstrating a serious academic effort. Administrative withdrawals during the first ten weeks of the semester (or the equivalent proportion of an academic term when the term length is other than 15 weeks) will receive a grade of “W” in all classes. However, the instructor or the Academic Dean has the right to assign grades of “WF” (“withdrawal, failing, and equivalent to an ‘F’”) at any point in the semester in instances of academic dishonesty or other academic infractions. Administrative withdrawals from the college after the tenth week will be recorded with “WP” or “WF” at the discretion of the instructors. The college may dismiss a student for social infractions. Social dismissals during the first ten weeks of the semester (or the equivalent proportion of an academic term when the term length is other than 15 weeks) will receive a grade of “W” in all classes, unless failing grades are also a part
of the penalty. Social dismissals after the tenth week will be recorded with “WP” or “WF” at the discretion of the instructor.

**Dropping a Class**
Classes dropped during the first two weeks (or fourteen calendar days) of the semester (or the equivalent proportion of an academic term when the term length is other than 15 weeks) will not appear on the student’s transcript. Dropping a class requires the signatures of the instructor and the adviser on the schedule change form.

A student may drop a class from the fifteenth calendar day through the tenth week of classes (or the equivalent proportion of an academic term when the term length is other than 15 weeks) only after receiving written consent (i.e. signatures on the dated schedule change form) from the class instructor and the academic adviser. Classes dropped are evaluated with the grade “W.” However, the instructor or the Academic Dean has the right to assign a grade of “WF” (“withdrawal, failing, and equivalent to an ‘F’”) at any point in the semester in instances of academic dishonesty or other academic infractions.

Students dropping a class after the tenth week of classes (or the equivalent proportion of an academic term when the term length is other than 15 weeks) will be assigned by the instructor a grade of “WP” (“withdrawal and passing”) or “WF” (“withdrawal, failing, and equivalent to an ‘F’”). Dropping a class with a “WP” or “WF” requires the signatures of the instructor and the adviser on the schedule change form. The signed schedule change form must be received in the Registrar’s Office before the end of the last day of the term (not including final exam week).

Any refund of tuition or fees in case of program withdrawal is governed by the refund policy in the finances section of the Catalog. No adjustments or refunds are granted to persons dismissed from a term or program for reasons related to academic performance or academic integrity.

Failing Grades/Incomplete/Retention Standards A student who withdraws from (grade of “W”, “WP” or “WF”) or fails a non-nursing course (grade of “F”) can be permitted to continue with the same group in subsequent courses for the term so long as the course failed is not a prerequisite to the following course. However, the course in which the failing grade was earned must be repeated successfully prior to graduation. (See also “Probation and Dismissal” below.)

A student who withdraws from (grade of “W”, “WP” or “WF”) or earns a grade of “C-“ or less in a required nursing course may not be permitted to continue with the same group in subsequent nursing courses. The following policies apply to required Nursing courses in the ADCP RN to BSN program.

1. A student who withdraws or earns a grade of “C-“ or less in a required nursing course is eligible to repeat the course once. A second “W” or “C-“ or less makes the student ineligible for retention in the major.
2. A student who makes a grade of “W” or “C-“ or less in two required nursing courses is no longer eligible for retention in the major.

3. A student who withdraws or makes a grade of “C-“ or less in a lab, clinical, preceptorship course must repeat both the lab, clinical, or preceptorship course, and companion didactic course.

4. A student who withdraws or makes a grade of “C-“or less in a didactic course must repeat both the didactic and companion lab, clinical, or preceptorship course.

5. A student who withdraws from a didactic course with a companion clinical course must withdraw from both courses and will be counted as (1) W from a nursing course when the student is evaluated for retention in ADCP RN to BSN program.

6. Students who do not meet the criteria for retention in the ADCP RN to BSN program and have extreme mitigating circumstances contributing to their academic standing may initiate the waiver process as outlined on page 10 in the Area of Nursing Handbook.

Grades of “Incomplete,” or “I,” are given at the end of a course only when there is evidence that a significant event or issue interfered with a student’s successful completion of the course. Faculty assigning a grade of “I” must complete an “Incomplete Contract” and submit it to the Registrar’s Office. The student must resolve the “I” prior to enrollment in a subsequent course(s) through continuing work with the instructor. Only under extraordinary circumstances can the student apply for an incomplete grade and an extension to resolve the “incomplete” grade be granted. Students are reminded to make every effort to avoid “I” grades that are recorded on the transcript.

**Repeating Courses**

Any student who must or wishes to repeat a course may do so on a space-available basis. Tuition is paid for any repeated courses at the current tuition rate for the group with which the student will meet for that repeated course. See Course Repeat Policy under Academic Policies in this Catalog.

**Transfer Credit**

Once a student matriculates, all required nursing courses must be taken at Milligan College. Students may not take nursing courses at other colleges or universities to repeat a course for which a grade of “C-“or less or “W” is earned.

**Course Attendance**

Because of the concentrated scheduling and the emphasis upon participatory learning, students need to attend every class meeting. Please note that the emphasis is on attendance in a course. Students are expected to arrive on time for each class session. Although emergencies may cause a student to be late for class or actually to miss an entire session, such situations should be the exception rather than the rule. When an emergency requires tardiness or absence, it is the student’s responsibility to contact the instructor about missed assignments and class content as outlined in the course syllabus. Making arrangements with a classmate to receive copies of class notes or a tape of the class can be useful but cannot equal attending class. Excessive absence can result in unintentional withdrawal and/or failure of the course.
Calendar and Student Load
Students enroll in major courses to total twelve semester hours each term. It is recommended that the student not enroll in any additional courses outside the major. However, those students who conclude that additional course work is prudent may take non-major courses if the student has the prior written consent of the director of adult degree completion programs, Nursing ADCP liaison and associate registrar. Written consent is obtained when a Course Approval Form, available in the Office for Graduate and Professional Studies, is completed. If the student fails to obtain written consent for non-major courses, Milligan College is not committed to apply those hours toward degree requirements. Although completion of all degree requirements is ultimately the responsibility of the student, this procedure supports accurate academic advising.

Probation and Dismissal
A student who fails to receive a 2.0 grade point average (GPA) during any period of enrollment at Milligan or who fails to have a 2.0 cumulative GPA at any time is placed on academic probation or dismissed. The student’s behavior and attitude exhibited toward academic pursuit are factors in determining probation or dismissal. If a student fails to achieve a cumulative GPA of 2.0 by the end of the term in which the student is currently enrolled, the college is not obligated to grant the privilege of further study at Milligan College.

Commencement
Degree candidates are encouraged to participate in commencement ceremonies; ceremonies are conducted in May and December each year. Candidates for a degree are identified through their completion of the “Intent to Graduate” form. Degree candidates must have met all degree requirements and the student’s account must be paid in full prior to commencement. Arrangements must be completed as early as possible through the Registrar’s Office, the Office for Graduate and Professional Studies, and the Business Office.
CLINICAL COURSE REQUIREMENTS AND POLICIES

All students enrolling in nursing courses must provide documentation of good health and that they are free from communicable disease, clear all background checks as set forth by affiliating clinical agencies, and be with reasonable accommodation, physically and mentally capable of performing the essential functions of the program. Students must also meet the following core performance standards:

1) critical thinking ability sufficient for clinical judgment,
2) interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds,
3) communication abilities sufficient for interaction with others in electronic, verbal and written form,
4) physical abilities sufficient to move from room to room and maneuver in small places,
5) gross and fine motor abilities sufficient to provide safe and effective nursing care,
6) auditory abilities sufficient to monitor and assess health needs,
7) visual ability sufficient for observation and assessment necessary for nursing care, and
8) tactile ability sufficient for physical assessment.

Admission to and progression in the nursing program is not based on the core performance standards; instead they will be used to assist in determining whether accommodations or modifications are necessary. If a student believes that she or he cannot meet one or more of the core performance standards without accommodations or modifications, it is appropriate for the student to take the responsibility of identifying her or his need for accommodation to the Office of Disability Services and course instructor. The needs of each self-identified student will be addressed on an individualized basis when considering necessary accommodations, and it is recognized that helping to determine successful accommodations is the responsibility of the student, as well as the faculty member. For assistance in accessing accommodations, please contact the Director of Disability Services at 423.794.3088 or hjackson@milligan.edu and notify the Area of Nursing that your request is in progress prior to enrollment in nursing courses.

In order to meet health and safety policies of all clinical facilities, new and returning students enrolled in clinical courses must maintain current documentation of Health/CPR/Liability Insurance requirements, listed below, in their personal data management account through Verified Credentials Scholar. Students who do not have their required Health/CPR/Liability Insurance documentation submitted to their Verified Credentials Scholar account will not be allowed to attend clinical practicum. All absences related to not having required documentation on file will be unexcused, cannot be made up, and may result in a grade of zero for the clinical day.

1. **CPR-Basis Life Support (BLS) Health Care Provider**
   All students must hold a current card documenting successful completion of an American Heart Association BLS Healthcare Provider course. Following initial completion of the course, evidence of current certification must be on file within the Area of Nursing at all times. The student is responsible for obtaining and maintaining current CPR certification.
2. **Liability Insurance**
   All students enrolled in clinical nursing courses must be covered by professional liability insurance. Professional liability coverage must be an individual policy with a minimum of $1,000,000/$3,000,000 coverage. A copy of the declaration page of the policy which includes the policy number, its expiration date and liability amounts must be uploaded into the student’s Verified Credentials Scholar account.

3. **Satisfactory Physical Condition**
   All students must submit completed physical exam form (provided by the Area of Nursing) from a duly licensed physician, physician assistant or nurse practitioner.

4. **Tuberculosis Screening**
   Written documentation of no risk for communicability of tuberculosis must be provided in one of the following ways:
   a. Negative 2-step PPD if one step has not been performed within the last 12 months
   b. Negative yearly 1 step PPD
   c. Initial negative chest x-ray (for positive PPD reactors or those who have taken BCG) and then yearly documentation by a physician or nurse practitioner the student is symptom free from tuberculosis.

5. **Hepatitis B Vaccine:** Documentation of one of the following;
   a. Positive antibody titer OR
   b. Three doses according to the following schedule:
      1\(^{st}\) dose: at elected date
      2\(^{nd}\) dose: at least 4 weeks after the first dose
      3\(^{rd}\) dose: at least 8 weeks after the second dose AND 16 weeks after the first dose
      1) Students must have received all three doses prior to the first clinical day of first clinical course.
      2) If the series is delayed between doses, the vaccine should be continued from where it was left off.

6. **MMR (Measles, Mumps, Rubella):** Documentation by one of the following:
   a. Receipt of MMR vaccine: The dates of the 2 doses with 1\(^{st}\) dose given after 12 months of age must be provided. **EXEMPTION:** Born in 1956 or before (must provide a copy of official form of picture ID with birth date documented or birth certificate).
   b. Results of serologic testing (titers) documenting immunity to measles, mumps, and rubella.
   c. Health care provider documented history of disease. **Self-report or parent-reported disease history is not acceptable.**
   d. Health care provider documented allergy to any component of the vaccine.

7. **Td (Diphtheria/Tetanus):** Tetanus immunization must be documented with the last 10 years.
8. **Varicella (Chickenpox):** Evidence of one of the following:
   a. 2 doses of varicella vaccine at least 1 month apart if given at age 13 or later
   b. 1 dose of varicella vaccine if given before age 13
   c. Positive antibody titer
   d. Health care provider documented history of disease. **Self-reported or parent-reported disease history is not acceptable.**

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**CRIMINAL background checks**

Clinical affiliates of the Milligan College Area of Nursing require criminal background checks for all nursing students at all clinical sites. The criminal background check is universal to all clinical sites (with the exception of Veterans Affairs Medical Centers), meaning each student’s background check will be used by all Milligan affiliated clinical agencies. Criminal background checks must be completed through the vendor required by the clinical agencies within 90 days of the start of the first clinical course. A student’s criminal background check is valid until graduation as long as they are continuously enrolled in the nursing program at Milligan College (excluding summers). All students must complete the background check even if they are an employee of a Milligan affiliated clinical agency and/or have completed a criminal background check before for any reason.

Based on the results of the background check, the clinical affiliate may accept or deny a student access to their facility; it will be at the clinical affiliate’s discretion, not Milligan College’s. If a clinical agency denies a student access to participate in clinical activities, they will not be able to complete the clinical/practicum experience and will be withdrawn from the nursing program. The specifications for the background check are at the discretion of the clinical affiliate. The individual student is responsible for the cost of required criminal background checks*. Students will not be allowed to participate in clinical activities for any student experience until the affiliate has authorized their presence in the facility.

Specific instructions for completing the criminal background check will be provided to students immediately prior to enrolling in their first clinical course.

*An additional criminal background check as well as fingerprinting will be conducted on students who have clinical placements at James H. Quillen Veterans Affairs Hospital at no charge to the student. The VA background check will be performed during orientation to the VA facility. Eligibility to remain enrolled in nursing courses related to the VA background check is the same as with the background checks for other agencies.
CLINICAL BEHAVIOR AND ABSENCES:

1. Students are expected to arrive on time and remain on their assigned unit during the entire clinical experience. Permission from supervising faculty/preceptor is to be obtained before leaving the clinical unit.

2. Use of personal cell phones, PDA or other electronic devices is strictly prohibited in clinical agencies when providing direct patient care, obtaining clinical assignments, or attending educational training activities. During clinical, emergency messages (notification of an event requiring the student to leave clinical immediately) may be sent to a student by calling the Area of Nursing Office at 423-461-8655.

3. Use of tobacco, tobacco related products, products which simulate the use of tobacco, alcohol, illegal drugs and/or misuse of legal, therapeutic drugs while engaged in any portion of the nursing educational experience is in violation of Student Conduct Guidelines found in the Milligan College Student Handbook and may result in suspension or expulsion of the student from Milligan College and/or the Nursing Major. Students may not use tobacco, tobacco related products or products which simulate the use of tobacco while identifiable as a Milligan College Nursing students.

4. Students who are symptomatic of contagious illness, i.e., nausea, vomiting, diarrhea, elevated temperature, skin rash, drainage from eyes, on the day of clinical should consult with the faculty PRIOR to clinical experience to determine eligibility to provide patient care.

5. Students who arrive at a clinical preceptorship or laboratory practicum with symptoms of illness may be dismissed by clinical faculty. Faculty may require students to obtain certification of health status before being rescheduled for clinical, preceptorship and/or lab experiences.

6. Absences: lab, clinical, or preceptorship absences are highly discouraged and are detrimental to the ability of the student to meet clinical nursing skills and course objectives. Students are not to schedule medical/dental or other appointments during clinical course meeting times as noted on their academic schedule. Absences should only be for personal illness or extreme emergency and will:
   a. necessitate make-up work at faculty discretion to assure completion of course objectives OR,
   b. assignment of an “Incomplete” for extreme mitigating circumstances OR,
   c. require repetition of the course (and accompanying didactic component) if course objectives cannot be met and a grade assigned prior to registration for subsequent semester nursing courses.

7. Physician, physician assistant or nurse practitioner excuse may be required for any clinical absence.

8. Students are responsible for their own transportation to and from all assigned clinical course activities.
9. Neither Milligan College nor the clinical agencies are liable for injuries sustained traveling to or from a clinical agency, while at a clinical agency, or for the diagnosis and treatment of any illness contracted while in the agency for clinical experiences.

10. Neither Milligan College nor the clinical agencies are liable for the loss of any student’s personal property.

11. Clinical faculty will notify students of weather related clinical schedule changes through Canvas. Students are responsible for checking Canvas for clinical updates prior to travel. Clinical faculty’s decision and announcement through Canvas may precede and/or supersede a weather/schedule announcement made by the campus (ex. morning clinical sections may begin on time even though the campus is operating on a snow schedule). Students should use their best judgment as to the safety of travel in the event of inclement weather regardless of Milligan College or clinical faculty announced changes and should notify faculty if they will be absent. Decisions regarding schedule changes for morning and afternoon clinical sections will be made separately and independent of each other, therefore each student should check Canvas regarding the decision for their clinical group.

12. Students must inform their clinical faculty and designated agency member of any absence PRIOR to the scheduled reporting time.

13. Students must have documentation of knowledge of Standard Precautions and Transmission-Based Precautions, The Drug-Free Policy, and the Hazardous Chemical Right-to-Know Law on file in the Area of Nursing. This documentation must be updated annually.

14. Students are expected to adhere to the guidelines for professional dress consistent with a professional image and appropriate to the clinical assignment setting. If a student comes inappropriately dressed to a clinical practicum, the instructor may send the student home. Clinical absences due to dress code violations will be considered as an unexcused absence, cannot be made up, and will result in a grade of zero for any assignments for the day.

15. Students are expected to adhere to the ANA Code for Nurses (page 30), the Milligan code of conduct (Milligan College Student Handbook) and the Area of Nursing Program Honor Code (page 29).

16. Students should not work after 11:00 pm the night before a clinical course meeting. Student presenting to the clinical area appearing excessively fatigued may be dismissed from the clinical unit at the discretion of the faculty and the absence counted as unexcused, and a grade of zero issued for any assignments that day.

17. Students who are ten or more minutes late to a clinical practicum may be sent home and required to make up the experience at the convenience of the faculty.
DRESS CODE

Clinical dress will consist of:
1. Area of Nursing Clinical uniform: Black pants and white top with Milligan College Area of Nursing’s monogram on left chest of uniform top. Uniform top and pants must be appropriate size, clean, wrinkle free, and in good repair at all times. Abdomen should not be exposed when arms are raised above the head. Underwear must not be visible. Bra must be worn by female students.

2. Lab coat: Each student must also have a white lab coat that is fingertip length with Milligan College Area of Nursing’s monogram on left chest of lab coat. Lab coat is to be appropriate size, clean, wrinkle free, and good repair at all times.

3. Non-permeable black or white shoes: all black or white leather shoes, soft sole. No clogs or sandals. Shoes are to be appropriate size, clean and in good repair at all times.

4. Black or white hose/socks: Hose/socks must be the same color as the shoe and should be of sufficient length as to not expose the leg when seated.

5. Milligan College Clinical Picture Identification Badge (and clinical agency identification badge where required).

Personal Hygiene/Jewelry:
When providing patient care, hair must be dry, neatly groomed and above the collar. Make-up must be consistent with a professional image. Nails must be clean, trimmed, and free of polish. Artificial nails of any kind are prohibited by all clinical agencies. When providing patient care, jewelry is to be limited to a wedding band and a watch with second hand.

When going to affiliating clinical agencies for assignments and non-patient care activities, the student must wear their lab coat, clinical picture ID and professional attire or as directed by faculty. Professional attire is considered: Clean and pressed slacks, skirts or dresses (hem must be at the knee when sitting). Tops-shirts must have collar and full sleeve. No mid-drifts or low cut shirts. Shoes should be clean and in good repair. Sandals, flip-flops, jeans, or shorts may not be worn in any clinical agency. Underwear may not be visible. A bra must be worn by female students.

CLINICAL POLICY VIOLATION

Students who do not adhere to clinical behavior and dress code policies of the Area of Nursing and/or the clinical agencies will be sent home for the clinical day. Absences related to clinical behavior and dress code violations will be considered an unexcused absence, cannot be made up, and will result in a grade of zero for any assignments for the day.
EQUIPMENT

For clinical, lab, preceptorship nursing courses, every student will need to have a watch with a second hand, stethoscope and a pen that writes in non-erasable black ink.

HAZARDOUS CHEMICAL RIGHT-TO-KNOW LAW

The Tennessee hazardous chemical right-to-know law requires employers to provide information on hazardous chemicals to employees who work with such chemicals and to train employees on physical and health hazards. A copy of the Right-To-Know Law is posted in every major clinical agency. Documentation of understanding of this act is required to be on file prior to participating in any laboratory or clinical courses.

TRANSMISSION-BASED AND STANDARD PRECAUTIONS

Students will receive extensive training through clinical agency based orientation regarding precautions they must utilize to prevent the transmission of disease to themselves and patients. Students are responsible for completing clinical agency orientation as assigned and adhering to all policies therein at all times.

SUBSTANCE ABUSE POLICY

Affiliating agencies can require substance abuse screening of students and faculty without cause and without advance notice when such screenings are standard policies for employees of the affiliate. Positive screenings may be reported to the Area Chair of Nursing. Many agencies reserve the right to inform student employers of any positive screenings if the student is employed in a health related area or is already a health care provider.

A positive screening means one or more of the following: (1) the use of an illegal drug; (2) above non-therapeutic drug level of prescribed or non-prescribed drugs; (3) the presence of alcohol in the blood, or (4) a therapeutic level of a prescribed drug that the student has not informed faculty of its use.

Students who are suspected of violating the substance abuse policies of Milligan College and/or the Area of Nursing will be requested to undergo drug/alcohol screening procedures. The following behaviors (when they cannot be justifiably explained) are considered to constitute reasonable evidence of “being under the influence” which can precipitate a drug screening: (1) observable lack of motor coordination, (2) incoherent speech, (3) inappropriate decision-making behavior, and (4) other concrete physical and/or mental function evidence of substance abuse.

If reasonable suspicion exists that any provision of the substance abuse policy has been violated, the following actions will be taken:

1. In all cases, the individual will not be allowed to participate in clinical, laboratory, or preceptor experiences until an investigation is completed and an appropriate plan of action has been formulated and implemented.
2. If an incident occurs in the classroom/lab on campus, the Milligan College Student Conduct Guidelines in the Milligan College Student Handbook will be implemented.

3. If an incident occurs in a clinical setting/off-campus setting, the affiliating agency’s substance abuse policy will be activated and enforced. Such policies may require but are not limited to:

   a. The student will be asked to submit to an immediate drug/alcohol screen.

   b. If the student refuses to submit to a drug/alcohol screening test, it will be considered as an admission of guilt to being under the influence of drugs and or alcohol.

   c. Appropriate and necessary measures will be instituted to ensure safety of the student and others (i.e., security or law enforcement agencies may be notified, alternative transportation arranged, etc.).

   d. The Area Chair of Nursing at Milligan College will be notified and will conduct an immediate preliminary investigation, and then notify the Academic Dean and Vice-President for Student Development, who will determine further investigation needs. Disciplinary action will follow the Milligan College Student Handbook regarding student conduct.

   e. Any licensed student who has a substance abuse related incident will also be reported to the State Board of Nursing by the Area Chair of Nursing. The student will not be allowed to continue in nursing courses that have a clinical component pending a recommendation by the State Board of Nursing.
MILLIGAN COLLEGE
AREA OF NURSING HONOR CODE

Pre-nursing and nursing majors at Milligan College are expected to adhere to the Milligan College Code of Conduct found in the Milligan College Student Handbook. In addition pre-nursing and nursing majors are expected to:

1. Assume accountability and responsibility for individual nursing judgments and actions at own level of knowledge and expertise.

2. Respect and uphold the rights of all their clients by providing services with respect for human dignity and the uniqueness of the client regardless of social or economic status, personal attributes or the nature of their health problems.

3. Safeguard the client’s right to privacy by maintaining appropriate levels of confidentiality.

4. Protect the client against incompetent, unethical, unsafe, or illegal practices by:
   a. Participating in the profession’s efforts to establish and maintain conditions of practice conducive to high quality of nursing care.
   b. Participating in the profession’s efforts to implement and improve the standards of nursing.
   c. Participating in the profession’s efforts to protect the public from misinformation and misrepresentation.
   d. Being free from substances, which interfere with judgement and/or motor coordination.

5. Respect and uphold the rights of themselves, their peers, and each other by:
   a. Treating each other in a Christian manner.
   b. Maintaining appropriate levels of confidentiality.
   c. Safeguarding rights to privacy and personal property.
   d. Performing their own work and appropriately giving credit to the works of others.

1 Developed by the Milligan College Student Nurses Association, 1994-1995. Reviewed and reapproved Spring 08: Milligan College Nursing Representatives.
1. The nurse practices with compassion and respect for the inherent dignity, worth and unique attributes of every person.

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

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

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

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.

6. The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work settings and conditions of employment that are conducive to safe, quality health care.

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.

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

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.

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Tobacco Products and Substance Abuse

I have read and understand both the Milligan College and the Area of Nursing policies and procedures governing use and/or abuse of tobacco products, drugs and/or alcohol. I am aware of the penalties which may result from behavior described by these policies.

Print Name _____________________________________________ Date ______________________
Student Signature _________________________________________ Date ______________________

Code of Honor

I have read and understand the Milligan College and Area of Nursing Program policies concerning personal and professional behavior. I have read and understand the ANA Code for Nurses and the Milligan College Nursing Program Honor Code. I pledge to adhere to these guidelines and am aware of the penalties which may result from engaging in any behavior described by these policies.

Print Name _____________________________________________ Date ______________________
Student Signature _________________________________________ Date ______________________

Standard Precautions and Transmission-Based Precautions

I have read and understand the policy and my obligations related to Standard and Transmission-Based precautions.

Print Name _____________________________________________ Date ______________________
Student Signature _________________________________________ Date ______________________

Hazardous chemical Right-to-Know Law

I have read and understand the guidelines for the Hazardous Chemical Right-to-Know Law.

Print Name _____________________________________________ Date ______________________
Student Signature _________________________________________ Date ______________________

Milligan College Area of Nursing Admission, Progression, Retention, and Graduation Policies

I have read and agree to abide by the Admission, Progression, Retention, and Graduation policies of the Milligan College Area of Nursing. I have read and understand the requirements for completion of outcomes testing given in N460 and clearance for graduation.

Print Name _____________________________________________ Date ______________________
Student Signature _________________________________________ Date ______________________

Faculty Witnessing Signature _________________________________ Date ______________________