



**the BSN**  
**Student**  
**Handbook**

**2015-2016**

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**ATTENTION:** All WKU nursing students are required to read and follow School of Nursing Policies, which are posted in the separate School of Nursing Student Handbook on the nursing website. The following student handbook policies apply only to students enrolled in the prelicensure BSN Program.

## **PRELICENSURE BACCALAURATE PROGRAM POLICIES AND PROCEDURES**

### **Baccalaureate (BSN) Education**

The faculty believe there are diverse pathways toward the achievement of the BSN degree. The prelicensure faculty are committed to preparing BSN students at the pre-licensure level. The purposes of the Pre-licensure Baccalaureate Program in nursing are to:

1. Prepare professional nurses who are generalists, and
2. Provide the knowledge base for graduate study in nursing.

The BSN curriculum is based on the philosophical beliefs of the faculty. The curriculum integrates knowledge from the biological, behavioral, and physical and social sciences and liberal arts to provide a foundation for professional nursing practice. Learning experiences occur in a variety of health care settings and progress from basic to complex activities to achieve program outcomes.

### **Organizing Framework**

The BSN curriculum is based on the philosophical beliefs of faculty regarding patient, health, environment, and professional nursing.

The baccalaureate nursing curricula integrates knowledge from the biological, behavioral, and social sciences and liberal arts to provide a foundation for professional nursing practice. Learning experiences occur in a variety of health care settings and progress from basic to complex activities. The curricula content is based on The Essentials of Baccalaureate Education for Professional Nursing Practice (AACN, 2008) and ANA Scope and Standards of Practice (2015).



## **BSN Prelicensure Program – Program Outcomes**

1. Apply knowledge from the behavioral, biological, physical and social sciences, and the liberal arts to provide holistic patient-centered care.
2. Use the nursing process and quality improvement to provide professional nursing care to promote the health and wellness of culturally diverse patients across the lifespan in a variety of settings.
3. Demonstrate leadership in the practice of professional nursing.
4. Use critical thinking skills in professional nursing practice.
5. Use inter-and intra-professional communications and collaborative skills in professional nursing practice.
6. Demonstrate the role of teacher in professional nursing practice.
7. Integrate informatics skills in the selection of evidence-based interventions in professional nursing practice.
8. Adhere to the nursing code of ethics and standards of professional nursing practice.
9. Function as a safe and accountable member of the nursing profession.

*Revised & Approved 9/20/2013 – BSN Prelicensure Committee*



**WKU School of Nursing**  
**Guaranteed Early Admission (GEA) Application**

*Guaranteed Early Admission (GEA)* to the WKU Bachelor of Science in Nursing (BSN) program is available to first-time, full-time college freshman (not available for transfer students), **with an ACT composite score of 23 or above**. This is a competitive application process and not all eligible students will be granted a GEA. A limited number of GEAs are awarded each semester and is dependent on the applicant pool.

Prior to completing the GEA application you must first apply for admission to WKU, submit your ACT scores to WKU and obtain a WKU ID number.

See <http://www.wku.edu/atwku/admissions.php> for details.

If a student is awarded a GEA, he/she must maintain the below standards in order to be granted guaranteed admission to the WKU BSN program\*:

- **Maintain a 3.0 GPA while in the pre-nursing program.**
- **Obtain a grade of “B” or above in the following courses: Chem 109, Bio 131, Bio 231, Bio 207, Bio 208 and NURS 102.**
- **Maintain full-time status**

*\*In addition, all general education courses and nursing pre-requisite courses must be completed prior to entering the BSN program.*

If the GEA student is not able to enroll in the BSN program during the fall or the spring semester on or before their third year, the GEA student will forfeit their GEA status but may still apply to the WKU BSN program, and will be listed as part of the regular applicant pool.

Please complete the below and submit this form to BSN Admissions: [Susan.Megahee@wku.edu](mailto:Susan.Megahee@wku.edu)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student WKU 800 Number: \_\_\_\_\_

Phone: \_\_\_\_\_

WKU email: \_\_\_\_\_

ACT Composite Score: \_\_\_\_\_ **must score 23 or above to be eligible**

Have you received dual credit? (Yes/no) \_\_\_\_\_

Anticipated date you will start classes at WKU as a freshman (i.e. Fall 2015) \_\_\_\_\_

Anticipated start date in the BSN program (i.e. Fall 2017) \_\_\_\_\_

Today's Date \_\_\_\_\_

***Notification of the GEA committee decision will be sent to you via your WKU email address, so please remember to check your WKU email.***

## Required Sequence of Courses for BSN Students

1. The program consists of eight semesters of course work. Clinical hours are scheduled to meet clinical agency needs. Therefore, to avoid scheduling issues, students are required to complete all non-nursing courses prior to entry into the nursing program. Students must progress in sequence once admitted to the nursing program. Part-time progression is not currently available in the BSN program.
2. Admission to the nursing program is limited and based on selection of the most qualified applicants who meet all admission requirements. The program can be completed in 4 years if the student completes all prerequisite courses, is admitted to the nursing program in the junior year and successfully completes all nursing courses in sequence.
3. Applicants seeking admission to the prelicensure baccalaureate program must:
  4. Be admitted to Western Kentucky University.
  5. Complete all designated prerequisite courses.
  6. Have a cumulative grade point average of 2.75 or above for college level courses.
  7. Have attained a minimum of a “C” in all required science courses and N102.
  8. A two course Anatomy and Physiology sequence must have been completed no more than 5 years prior to application to the nursing program and must have been completed at the same institution. Students who have obtained a minimum grade of “C” in the Anatomy and Physiology sequence more than 5 years prior to application to the nursing program must either retake the courses, or demonstrate current competency by passing a challenge exam prior to application to the nursing program.
9. Submit application to the School of Nursing by the deadline. See SON website for detailed admission requirements, forms and deadlines.
10. Students may be asked to participate in a preadmission interview and/or testing.
11. Meet health requirements and core technical standards for nurses.



## Recommended Sequence of Courses for Pre-Nursing Students (Major Code 586P – Seeking Admission)

1st Semester Prerequisites	Hours	2nd Semester Prerequisites	Hours
ENG 100 (Intro to College Writing)	3	ENG 200 (Intro to Literature)	3
CHEM 109 (Chemistry for Health Sciences)	4	BIOL 207/208 (Microbiology/lab)	3/1
HIST 101 or 102 (World History I or II)	3	NURS 102 (Intro to Professional Nursing)	3
MATH 116 (College Algebra)	3	COMM 145 (Fund. of Speaking/Com)	3
Foreign language or elective*	3	Arts and Humanities Exploration Course	3
<b>Total Hours</b>	<b>13-16</b>	<b>Total Hours</b>	<b>16</b>

3rd Semester Prerequisites	Hours	4th Semester Prerequisites	Hours
ENG 300 (Writing in the Disciplines)	3	PSY/PSYS 220 (Developmental Psych)	3
BIOL 131 (Anatomy & Physiology I)	4	BIOL 231 (Anatomy & Physiology II)	4
HMD 211 (Human Nutrition)	3	Social and Cultural Connection Course	3
Elective if needed**	3	Local to Global Connection Course	3
Statistics (MATH 183 or ECON 206 or SWRK 344 or SOCL 300 or PH 383 or PSY/PSYS 313)	3	Elective**	3
<b>Total Hours</b>	<b>13-16</b>	<b>Total Hours</b>	<b>16</b>

*\*WKU Colonnade requirement: Foreign Language Proficiency. Must show language proficiency at Novice-High level before completing 60 hours. \*\*Note: May need an elective course to meet the 120 hours university graduation requirement.*



## Upper Division Nursing Course Sequence

1st Semester Nursing	Hours	2nd Semester Nursing	Hours
NURS 324 (Patho)	3	NURS 329 (Pharm. I)	2
NURS 335 (Assessment)	3	NURS 337 (Health Promotion)	3
NURS 336 (Assessment Lab)	1	NURS 341 (Med-Surg I)	3
NURS 333 (Fundamentals)	3	NURS 342 (MS I Clinical)	3
NURS 334 (Fund. Clinical)	2	NURS 343 (Psych Nursing)	3
		NURS 344 (Psych Clinical)	1
<b>Total Hours</b>	<b>12</b>	<b>Total Hours</b>	<b>15</b>
3rd Semester Nursing	Hours	4th Semester Nursing	Hours
NURS 429 (Pharm II)	2	NURS 403 (Prof Issues/Leadership)	4
NURS 413 (Evidence Based Practice)	3	NURS 421 (Complex Nursing)	3
NURS 432 (Med-Surg II)	3	NURS 422 (Senior Practicum)	4
NURS 433 (MS II Clinical)	3	NURS 448 (Community Health)	3
NURS 444 (OB-Peds)	4	NURS 449 (Com Health Clinical)	2
NURS 445 (OB-Peds Clinical)	2		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>

- A minimum grade of C is required in all nursing courses.
- Students must pass both the class and clinical portion of each linked clinical nursing class in order to progress in the program. If one part is not passed, both parts must be repeated. Failure of both parts of a linked course will count as ONE course failure.
- Clinical courses may require students to go to hospital the night before their actual clinical day.
- NURS 422 is 120 hours of clinical over a bi-term.

Prelicensure Program Credit Hours	
Pre-Nursing Credit Hours, *may need to take elective to meet university graduation requirement of 120 hours	*60
BS Nursing Curriculum	60
<b>Total Program Credit Hours</b> Total Hours may vary depending on the foreign language requirement	<b>120</b>

**Total Clinical Contact Hours in Program = 700**





## Prelicensure Grading Policies

### Grading Scale (based on percent of available POINTS in each class)

A= 91-100%

B= 84-90%

C= 77-83%

D= 69-76%

F= < 69%

Students will be evaluated based on the number of points obtained within a given course. The points will be changed to a letter grade based on the number of points obtained within the class (see class syllabi for details). Didactic and clinical courses for a topic area (e.g. Fundamental of Nursing) must be taken concurrently. Students must successfully pass the didactic and clinical portions of the course or both must be repeated.

*Please note:* Students must achieve at least a 77% average of all objective exams within the course (unit exams and final exam) **before** points for other course requirements (e.g. papers and projects) can be included in the final grade.

Faculty may require APA format for written assignments. APA resources are available on the SON webpage and on the student organizational sites on Blackboard; however, they are not a substitution for the APA Manual required for some nursing courses.

### Policy for Academic Renewal and Application to the BSN Nursing Program

The BSN program will accept applications of students who have been dismissed for academic reasons from a nursing program once academic renewal has been granted. The student cannot be enrolled in university courses for a 2-year period following dismissal from a program according to the WKU academic renewal policy.

Students who complete a baccalaureate degree in another field after dismissal from a nursing program (for academic reasons) may apply or reapply to the BSN program without undergoing academic renewal or an additional waiting period.

Students who are accepted under these policies must repeat the entire BSN (upper division nursing) curriculum.

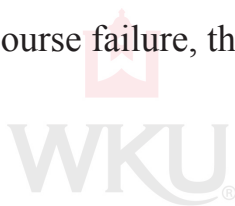


## Policy for Completion of the BSN Curriculum

Students admitted to the BSN program must complete the nursing curriculum within 4 years of the admission date or the student will be dismissed from the program.

### Promotion and Retention Policies for Prelicensure students

- A. In order for the student to be certified to take NCLEX-RN, the entire program of study must be completed.
- B. Linked courses: Students enrolled in linked nursing courses, who fail either the classroom component or the lab/clinical component, must repeat both simultaneously. One example of linked nursing courses includes Fundamentals of Nursing (N333) and Clinical for Fundamentals of Nursing (N334). Failure of one or both components of linked courses equates to ONE nursing course failure. In the event that a student fails the lab/clinical, but is progressing satisfactorily in the classroom, the student may opt to withdraw from the classroom component and obtain a grade of “W.”
- C. Students must receive a grade of at least a “C” in each pre-requisite clinical nursing course prior to progressing to the next level clinical nursing courses. Students who are out of sequence may enroll in selected non-clinical nursing courses and/or nursing elective courses with permission of course faculty.
- D. A student who does not achieve a grade of “C” or higher in a nursing course may repeat the course one time. A second grade of less than “C” in the repeated nursing course or a grade of less than “C” in any additional nursing course will result in dismissal from the BSN program. For the purpose of this policy, failure of a course with a required co-requisite clinical section counts as a one-course failure, even if the student fails both the lecture and clinical section. (For example, failure of NURS 333: Fundamentals and NURS 334: Fundamentals clinical would represent a one-course failure).
- E. In the event of a first time, single nursing course failure, the student must contact the BSN Program Coordinator to petition the academic standards committee for permission to re-enroll in the failed course. Re-enrollment will be based on space available. Once a student has re-enrolled in the nursing program, continuation in the nursing program will also be based on space available.
- F. In the event of a second nursing course failure, the student will be dismissed from the nursing program.



- G. A student who withdraws from the program and wishes to return must apply to the Prelicensure Committee for readmission by February 1 (for Fall admission) and September 1 (for Spring admission). Readmission following withdrawal will be based on space available only and contingent upon the student successfully completing competency activities related to previous course work.
- H. Any student who is progressing through the curriculum out of sequence, will be required to demonstrate competency in clinical and select non-clinical courses from the last semester in which they were enrolled in full-time nursing curriculum (1st, 2nd, 3rd, or 4th semester). Methods of determining competency will be at the discretion of the course faculty. If a student is unsuccessful in demonstrating competency, the student will be notified of the areas of deficiency so remediation efforts can be focused on those areas, improving chances of success in the upcoming semesters.

Returning students who are out of sequence more than one semester may be required to officially audit select courses as recommended by the Academic Standards Committee with faculty input. Students who audit must follow the same attendance and program policies as students enrolled in the course for credit.

### **Prelicensure Student Absence from Examinations/Tests**

Students are responsible for notifying their instructor prior to the scheduled test time if they are unable to take a scheduled unit test or final examination. A student absent from an examination or test must provide justification for the absence in order to take a make-up test. See specific course syllabi for make-up test criteria.

Faculty members responsible for the course will jointly decide if the justification is acceptable. A student absent from an examination or test who cannot provide satisfactory justification may take a make-up test, but the score will be reduced by 10% of the total possible exam points. Individual courses may have additional deductions. Make-up examinations may consist of different test items or essay questions.

Any student who is admitted into the WKU Nursing Program and has a letter of accommodation form from the Student Accessibility Resource Center (SARC) requesting testing accommodations will be required to take all exams requiring accommodations at the Student Accessibility Resource Center. This standardized procedure will provide the proper testing environment and promote student success.



## Laboratory Rules

- A schedule of times when the laboratory rooms are available for practice is posted on the lab door. The equipment in the lab cannot be checked out overnight. If you need additional equipment, please check with the Lab Coordinator.
- Lab Materials are not to be removed from the School of Nursing without permission of an instructor.

## Classroom Rules for Face-to-Face Classes

- **Attendance:** Students are expected to be present, punctual, and attentive for the classroom period.
- **Tardiness:** Students are expected to arrive prior to the start of class, to avoid disrupting the classroom. Students who arrive after class begins may be asked to wait until break to enter the classroom.
- **Class Preparation:** Students are expected to read the assignments before coming to class and are responsible for information presented.
- **Beverages:** Beverages brought into the classrooms should be covered with a lid. Any spills will be the responsibility of the student to clean up.
- **Cell Phones:** Turn off or place phones on vibrate mode while in the classroom.
- **Laptop Computers:** Computers may only be used in the classroom for note taking and/or other activities related to the course.
- **Other Possible Distractions:** Children, pets, friends, parents, significant others, etc. are not permitted to attend classes.
- **Audio Recording:** Students may audio record nursing classroom content. The purpose of audio recording in the classroom is to enhance student learning. In order to preserve patient confidentiality, recorded content is restricted to nursing student use only and may not be shared with others, nor published on social media outlets. Violation of confidentiality will result in a professional misconduct warning or dismissal from the nursing program. Faculty reserve the right to prohibit audio recording if it becomes distracting or disruptive. This policy does not apply to guest speakers, as we must first seek permission to audio record their presentations.
- **The faculty reserve the right to ask any student to halt behaviors that are viewed as disruptive and will ask the student to leave the classroom if the behavior continues (see also the professional conduct statement).**

## Classroom and Clinical Attendance

- Faculty members may assign extra work for students who have missed any part of a class for clinical to help the student regain what was lost during their absence if the faculty member feels this is appropriate. When absences constitute greater than 20% of total semester class hours, the faculty will dismiss the student from the class and record a failing grade. The faculty may consider extenuating circumstances after being reviewed by the Director of the School of Nursing, the Program Coordinator and the course faculty. Students wishing to claim extenuating circumstances will be asked to provide documentation of the condition which led to excessive absenteeism. The presence of extenuating circumstances does not guarantee that a student will be exempted from this attendance policy.
- Student attendance at on campus and off campus clinical experiences/laboratory experiences is required. Absences and tardiness in the clinical setting/laboratory will not be tolerated. Clinical/laboratory experience is essential for student fulfillment of program and course objectives. Patient welfare and/or department-agency relationships are affected by student's attendance and performance in clinical laboratory. Excessive or unjustified absences or excessive tardiness will affect the course grade and/or continuation in the program. Tardiness may result in the student not being admitted to the clinical/laboratory, which may be counted as an absence. Admittance to the clinical setting/laboratory in the event of tardiness for exceptional circumstances will be at the discretion of the instructor.
- Any absence from clinical or laboratory sessions will require make up assignments to be assigned at the course faculty's discretion. The effect of absences on grade will be the decision of the faculty responsible for the course (see course syllabi for details). If for any reason a student cannot be prompt or present for a scheduled laboratory, the faculty and agency must be notified as far in advance as possible. Students missing more than one (1) clinical or laboratory session will receive a clinical warning and follow up from course faculty. Students missing two (2) or more clinical or laboratory sessions will be dismissed from the course and a failing grade recorded. Extenuating circumstances may be considered by the faculty after being reviewed by the Director of the School of Nursing, the Program Coordinator and the course faculty.
- Based on clinical agency and/or clinical faculty availability; clinical experiences may include evenings, nights, Saturday and/or Sunday clinical assignments.
- Student performance during skills check-offs may be recorded at faculty discretion.
- Clinical orientation and wrap up days may be held on alternate days and times due to facility availability. In addition, orientation may be held the week before classes officially begin.



## Learning Agreement Form for Advanced Nursing Skills

WKU nursing students assigned to your unit may perform basic nursing skills (vital signs, assist with patient hygiene, feeding and patient positioning) if the staff on the unit allow the student to do so. Basic Nursing Skills do not require a signed learning agreement form.

### Advanced (Invasive and Medication) Nursing Skills

Pre-Licensure student nurses assigned to distant clinical sites or units (such as surgery, endoscopy, emergency room, community health sites and other sites where a nursing faculty member is not immediately available) may not perform invasive skills nor administer medications UNLESS there is an experienced Registered Nurse who is willing and able to oversee the student. For this policy an appropriately qualified staff member will be a registered nurse with at least 2 years experience in the clinical area who agrees to assist the student with the learning activity.

*To be completed by student:*

Student Name \_\_\_\_\_

Level \_\_\_\_\_

(i.e. ASN 3rd semester, or BSN 2nd semester, etc.)

Date \_\_\_\_\_

*To be completed by Unit Nurse:*

Agreement for Advanced Nursing Skills:

I will review the student skills checklist for the skill in question.

I have at least 2 years experience in this clinical area.

I will be present with the student during the skill and assist them as needed.

Signature and Title \_\_\_\_\_

Clinical Area \_\_\_\_\_

Skills performed \_\_\_\_\_

Comments:

## **Disciplinary Action for Professional Misconduct**

Students in the prelicensure program are to follow the NSNA Code of Ethics and all policies outlined in the WKU SON Student Handbook. Expectations for appropriate student conduct are discussed in the Policies for Student Behavior section of the student handbook. If a faculty member considers a student's behavior to be in violation of these policies, a written Professional Misconduct warning will be issued. Copies of misconduct warnings will be provided to the student, Program Coordinator, and placed in the student's file. Students in the prelicensure program will be required to meet with the Program Coordinator and SON Director if they receive more than one Professional Misconduct warning.

A student who receives three (3) Professional Misconduct conduct warnings will be dismissed from the nursing program. However, a student may be immediately dismissed with or without previous conduct warnings for behavior that endangers patients, staff, faculty or peers; performing actions outside of the nursing student scope of practice, use of drugs/alcohol during class/clinical and/or violation of state/federal laws.

## **Academic Dishonesty**

WKU nursing students are expected to demonstrate a high standard of academic honesty in all aspects of their work and college life. Without intellectual integrity there cannot be genuine learning. Academic dishonesty represents a direct attack on this integrity. In taking tests and examinations, completing homework, laboratory and clinical work, writing papers and using information technology, students are expected to demonstrate honesty. Cheating, plagiarism, or other forms of academic dishonesty will lead to a failing grade on the assignment and/or failing grade in the course. Repeat occurrences of this type of behavior can result in dismissal from the program.





## Portfolio Requirement

All prelicensure baccalaureate-nursing students are required to submit a portfolio before graduation. The portfolio is a requirement for the Nursing Leadership course.

### BSN Senior Portfolio Content

Course Number	Portfolio Requirement
NURS 422	Practicum Objectives Paper
NURS 403	Self-Narrative of SON Program Objectives
NURS 403	Philosophy of Nursing statement, Cover letter and Resume
NURS 448	Evidenced-based research paper
NURS 449	Legislative letter

Revised and approved 9/20/2013-BSN Prelicensure Committee

## HESI

The BSN Program utilizes HESI products (exams, case studies, practice tests) throughout the curriculum to promote student success on the NCLEX. Six exams administered in the second, third, and fourth semester (see the administration schedule below) identify students in need of remediation (available after each exam). A HESI NCLEX review is provided during the last semester of the nursing program.

HESI 1 (beginning of 2nd semester)

HESI 2 (end of 2nd semester)

HESI 3 (beginning of 3rd semester)

HESI 4 (end of 3rd semester)

HESI 5 (beginning of 4th semester)

HESI 6 (end of 4th semester)





## **Licensure**

Applying for licensure is discussed in NURS 403 by course faculty, the Program Coordinator and the Director of the School of Nursing. Policies and procedures related to licensure vary from state to state. Students should review the webpage of the Board of Nursing in the state they wish to be licensed for specific information.

## **Student Membership in Nursing Organizations**

To transition from the student role into a member of the nursing profession and to develop the leadership role within the community, students in the second semester are encouraged to begin active membership in WKU's local chapter of the Kentucky Association of Nursing Students (KANS) and membership in the National Student Nurses Association (NSNA).

Students in the first, second, and third semester are required to participate in one (1) KANS meeting each semester, and one (1) KANS event per semester. The faculty will monitor participation and demonstration of professional accountability and leadership through summative clinical evaluations: NURS 336 (final check-off), NURS 342 and NURS 433. Students should document their KANS activities in the University SEAT Record.

(Approved January 21, 2015)



# **National Student Nurses' Association, Inc.**

## **Code of Academic and Clinical Conduct**

### **PREAMBLE**

Students of nursing have a responsibility to society in learning the academic theory and clinical skills needed to provide nursing care. The clinical setting presents unique challenges and responsibilities while caring for human beings in a variety of health care environments.

The Code of Academic and Clinical Conduct is based on an understanding that to practice nursing as a student is an agreement to uphold the trust with which society has placed in us. The statements of the Code provide guidance for the nursing student in the personal development of an ethical foundation and need not be limited strictly to the academic or clinical environment but can assist in the holistic development of the person.

### **A CODE FOR NURSING STUDENTS**

As students are involved in the clinical and academic environments we believe that ethical principles are a necessary guide to professional development. Therefore within these environments we:

1. Advocate for the rights of all clients
2. Maintain client confidentiality
3. Take appropriate action to ensure the safety of clients, self, and others
4. Provide care for the client in a timely, compassionate and professional manner.
5. Communicate client care in a truthful, timely and accurate manner.
6. Actively promote the highest level of moral and ethical principles and accept responsibility for our own actions.
7. Promote excellence in nursing by encouraging lifelong learning and professional development.
8. Treat others with respect and promote an environment that respects human rights, values, and choice of cultural spiritual beliefs.
9. Collaborate in every reasonable manner with the academic faculty and clinical staff to ensure the highest quality of client care.
10. Use every opportunity to improve faculty and clinical staff understanding of the learning needs of nursing students.
11. Encourage faculty, clinical staff, and peers to mentor nursing students.
12. Refrain from performing any technique or procedure for which the student has not been adequately trained.
13. Refrain from any deliberate action or omission of care in the academic or clinical setting that creates unnecessary risk of injury to the client, self, or others.
14. Assist the staff nurse or preceptor in ensuring that there is full disclosure and that proper authorizations are obtained from clients regarding any form of treatment or research.
15. Abstain from the use of alcoholic beverages or any substances in the academic and clinical setting that impair judgment.
16. Strive to achieve and maintain an optimal level of personal health.
17. Support access to treatment and rehabilitation for students who are experiencing impairments related to substance abuse and mental or physical health issues.
18. Uphold school policies and regulations related to academic and clinical performance, reserving the right to challenge and critique rules and regulations as per grievance policy.

*Adopted by the NSNA House of Delegates, Nashville, Tennessee on April 6, 2001*

## BSN Dress Code

### A. Uniforms

- 1. ID Badge:** An official WKU School of Nursing ID badge is required in clinical/laboratory settings at all times. Badge to be worn on the front upper torso. Uniforms are to only be worn when in a student role and not outside of the clinical, laboratory, or classroom settings.
- 2. Uniform:** Red scrub top and red or black scrub pants/skirt. Any garment worn under the scrub top must be solid white, red, or black in color. Pant length should stop at the top of the shoe. Uniform must be clean and the appropriate size.
- 3. Shoes:** Solid white or black leather/leather like with enclosed heel and toe. White or black socks/hosiery should coordinate with the shoe color and extend above the ankle.
- 4. Nails:** Clean and no longer than  $\frac{1}{4}$  inch beyond tip of finger. No polish or artificial nails.
- 5. Hair:** Pulled back from face; any hair color that cannot grow naturally is not permitted. Hair accessories must be neutral color.
- 6. Beards/mustaches:** Must be trimmed to  $\frac{1}{2}$  inch in length.
- 7. Tattoos/piercings:** May not be visible in all clinical settings.
- 8. Jewelry:** One pair of small earrings in each lower earlobe, plain band ring, and wristwatch with a second hand.
- 9. Makeup/perfume:** Makeup in natural tones. No perfume or smell of smoke is permitted in the clinical setting.

### B. Lab Coats/Dress Code for Obtaining Assignments

A white lab coat may be worn with the uniform. When students wear lab coats for agency visits or when obtaining assignments at the hospital, women must wear professional dress including modest blouse/skirts, dresses, or dress slacks, and closed toe shoes. Males may wear casual slacks and shirts and closed toe shoes. WKU SON name badge must be visible on the lab coat.



### **C. Equipment Requirements: Required prior to entering clinical setting:**

- Bandage Scissors
- Stethoscope with bell and diaphragm functions
- Sphygmomanometer (blood pressure cuff)
- Penlight
- Watch with second hand
- Small pocket calculator
- Pocket size hand sanitizer
- Black ink pen
- Gait belt

### **Clinical Travel**

The student is responsible for providing his/her own transportation and auto insurance for all class and clinical experiences.

### **Communication via the List Serve**

The list serve provides a mechanism for students and faculty to communicate as a group. All students must subscribe to the list serve by accessing the following website: <http://lists.wku.edu/mailman/listinfo/bsngeneric>

### **Student Employment**

1. The School of Nursing is responsible for students' performance only while in course required laboratory and/or clinical experiences under guidance of WKU faculty members.
2. Nursing students who are employed in a clinical role of any type must adhere to the requirements of the Kentucky Board of Nursing as stipulated in the Advisory Opinion Statement.
3. Student employees are the responsibility of the employer.
4. Nursing students may not wear school uniform, ID badge, or other school emblem while employed.



## Prelicensure Student Awards

- **Helen Turner Award**-The Helen Turner Award, established in 1980 by the 7th District Kentucky Nurses' Association, pays tribute to the outstanding qualities of this nurse. Ms. Turner served as a nursing leader in the western part of Kentucky and worked diligently to improve the quality of nursing education and patient care. The award is presented to a baccalaureate nursing student who meets the following criteria:
  1. Active in KANS or KNA.
  2. Demonstrated leadership potential.
  3. Demonstrated enthusiasm for the student or professional organization.
  4. Achieved a grade point average of 3.0 or above.
- **KANS (Kentucky Association of Nursing Students) Award**-The KANS Award is given each year to an outstanding member of KANS. The recipient of the award is chosen by KANS members of WKU and is awarded to a graduating student who has actively participated in KANS activities and demonstrated outstanding leadership abilities.
- **Spirit of Nursing Award**-The Spirit of Nursing Award, developed by the U.S. Army Nurse Corps in cooperation with the NSNA, recognizes an exceptional Prelicensure nursing student who demonstrates a commitment to excellence through community, professional and academic achievements.
- **Prelicensure Academic Award**-This award is given to recognize excellence in scholarship as demonstrated by the highest GPA.

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