



Division of Nursing

Graduate Student Handbook

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Disclaimer Note to Student & College/School

Offices of Academic and Student Affairs

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

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

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

Notice of Nondiscriminatory Policy

It is the policy of TAMUT and the Division of Nursing to ensure equal opportunity. The Division of Nursing, in compliance with applicable federal and state laws and regulations, and national accreditation requirements, does not discriminate on the basis of race, color, national origin, sexual orientation, sex, age, religion, handicap, or status as a veteran in any of its policies, practices or procedures.

The Division of Nursing complies with Section 504 of the Americans with Disabilities Act and does not discriminate on the basis of an individual's handicap in its admission, accessibility, treatment, and employment of students in its programs and activities. The Division of Nursing provides academic adjustments and auxiliary aids to students with handicapping conditions, as defined under the law, who are otherwise qualified to meet the institution's academic requirements. For additional information, contact the TAMUT Office of Student Life as listed on the Website.

Texas A&M University – Texarkana

History of Nursing Program

Founded in 1971 as an upper division university, East Texas State University (ETSU-T), located on the existing campus of Texarkana College, became a member of The Texas A&M University System in September 1996, changing its name from East Texas State University – Texarkana to Texas A&M University – Texarkana (TAMUT). Texas A&M University - Texarkana continues to be the only upper division university in a nine-county area of Northeast Texas.

In 1996, as the University became a part of the Texas A&M University System, discussions among Texas A&M University – Texarkana, community members and local health care providers focused on consideration of new health care programs for the university. From this group, a request emerged for the university to provide opportunity for higher degrees in nursing.

The first degree to be offered was the RN to BSN degree in 2002. The RN to BSN program was initially accredited in 2004 by the Commission on Collegiate Nursing Education and reaccredited with no recommendations in 2009. In 2012 the Division of Nursing became a part of the College of Science, Technology, Engineering and Math (C-STEM).

The traditional track leading to the BSN degree and eligibility to sit for the NCLEX-RN licensure exam was approved by the Texas Board of Nursing in 2016. Students began coursework in the summer semester of 2017.

The Master of Science in Nursing program (MSN) at Texas A&M University – Texarkana evolved from a needs assessment study conducted by the Northeast Texas Workforce in 2006 - 2007, indicating a need for nurse educators and nurse administrators in the region. By virtue of state funding, augmented by private, local foundations, the program was established. The MSN program with two specialty tracks – Nursing Administration and Nursing Education – was approved by the Texas Higher Education Coordinating Board and the Southern Association of Colleges and Schools in 2008. The first class was accepted in the fall of 2008. The MSN in Education track ceased course offerings in Spring 2013, because of low enrollment, with most students transferring and completing a degree in the administration track. The MSN in Administration degree continues to the present day. The Psychiatric Mental Health Nurse Practitioner (PMHNP) evolved from a needs assessment and the first cohort was enrolled in Fall 2021. The Family Nurse Practitioner (FNP) also evolved from a needs assessment, and the first cohort was enrolled in Fall 2023.

The baccalaureate degree in nursing and the master's degrees in nursing at TAMUT are accredited by the Commission on Collegiate Nursing Education (CCNE) (<http://www.aacn.ncche.edu/ccne/accreditation>). The BSN program received initial CCNE accreditation in October 2003. The MSN program received initial accreditation from the CCNE in 2008.

CONCEPTUAL FOUNDATIONS

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

Division of Nursing Philosophy

The philosophy of the Division of Nursing reflects the mission and goals of TAMUT. The University and the Division of Nursing strive to provide academic excellence and support students in achieving academic success by providing challenging, engaging and rewarding educational experiences. Through the personal attention of our faculty and staff, students are afforded the opportunity to acquire the knowledge, abilities, and skills to become leaders in their chosen profession and to prepare for the opportunities of serving in a global environment. The values identified by Texas A&M University – Texarkana are academic excellence, student success, integrity, and community engagement.

The faculty of the Division of Nursing contributes to the University's vision by providing excellence in nursing education. The curriculum is structured on current professional standards and the Master's Essentials (AACN, 2021) as a framework for practice at the master's level. In addition to the competencies inherent in graduate nursing practice, the program provides advanced knowledge in the areas of advanced practice nursing and nursing leadership. Learning activities are planned to assist the student to acquire advanced knowledge and skills for critical thinking, communication, assessment, and leadership. Clinical practicum experiences provide opportunities for development of leadership and management skills in practice settings.

The faculty of the Division of Nursing supports students in achieving academic success through emphasis on nursing as both an art and a science. Nursing practice is presented from a basis of theory and evidence, grounded in caring, ethics, and integrity. The students are supported as they further their knowledge of science, theory, research, and continue to develop skills in critical thinking. Students are encouraged to consider the diverse cultural needs of patients and other professionals as they assume an advanced role in nursing administration. The faculty values engagement in the community of learning and the community of practice. To that end, an emphasis on community service activities, participation in the community of scholars, service to the University, and scholarship guide faculty activities.

Nursing is a balance of both art and science. The art of nursing involves the concepts of caring that fosters respectful relationships and individual dignity and worth. The science of nursing is supported through inquiry, research, and other scholarly activities and is manifested by evidence-based practice. The professional nurse is a partner and an advocate for the health care consumer in an increasingly diverse and aging population. Professional nursing provides culturally competent care to individuals, families, and groups within their environments. Care of the physical, psychosocial, and spiritual needs is essential to the promotion, protection, and maintenance of health.

The baccalaureate nurse functions in the roles of provider of care, coordinator of care, and contributor to the profession. Care is provided in and across all settings and healthcare systems and uses a number of treatment modalities. As a provider of care, the nurse contributes a unique blend of knowledge, skills, and caring. As a coordinator of care, the nurse has the knowledge and authority to delegate nursing tasks to other healthcare personnel and to supervise patient care outcomes. As a member of the profession, the nurse conforms to the laws and code of ethics governing professional standards of nursing practice. In all these roles, the professional nurse accepts personal responsibility for lifelong learning.

Master's level education prepares nurses for leadership in dynamic, complex healthcare systems. The graduate is prepared to lead change and promote health in diverse and global health challenges using skills in inter-professional collaboration. The contribution of the nurse prepared at the graduate level is to act as an advocate for patients, families, and populations in the roles of direct care provider, educator, or administrator. The master's prepared nurse analyzes health policy, applies research evidence to practice, and utilizes patient care and information technology to provide safe, effective care and improve quality outcomes.

Mission

The mission of the Division of Nursing is to educate safe, quality practitioners for a professional practice that is evidence-based, compassionate, holistic, and affirms the intrinsic worth and value of each individual. Graduates will be prepared as accountable and knowledgeable leaders and practitioners in the rapidly changing healthcare system, contributing to and strengthening nursing as a profession. The Division of Nursing recruits, retains, and graduates students reflective of the diversity of our region in consideration of the need for diverse practitioners in the global healthcare arena.

This mission is accomplished by providing the highest quality of education in nursing, guided by faculty who use a variety of innovative, high-impact educational approaches and who become role models in practice, research, and service. The faculty share with students the responsibility to create an educational climate that values and promotes lifelong learning.

Goals

The goals of the Division of Nursing are to:

- Provide an environment of respect and integrity, and that supports life-long learning
- Prepare nurses to respond to the growing complexity of healthcare
- Enhance the health care of the region through quality education of health care providers

Accreditation

Commission on Colleges of the Southern Association of Colleges and Schools (SACS) Texas A&M University – Texarkana is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate and master's degrees.

Commission on Collegiate Nursing Education (CCNE)

The Commission on Collegiate Nursing Education is an autonomous accrediting agency, contributing to the improvement of the public's health. A specialized/professional accrediting agency, CCNE ensures the quality and integrity of baccalaureate and nursing programs and of post-baccalaureate nurse residency programs. The baccalaureate degree in nursing and the master's degree in nursing programs at TAMUT are accredited by the CCNE. For more information on accreditation, go to the following website:

<http://www.aacn.nche.edu/ccneaccreditation>.

Chapter 1: General Information

Each student enrolled at Texas A&M University – Texarkana is responsible for being fully acquainted with and complying with the Student Rules. Specific rules, information, and procedures may be found in publications about each particular service or division. These rules and guidelines were in effect as of the printing of this catalog.

The Student Affairs office offers student services related to academic advising, career services, disability services, developmental education, and services related to complaint resolution.

Academic Calendar

The Division of Nursing adheres to the TAMUT Academic calendar for class dates and holidays/vacation, available each semester from the University Registrar's Office and as listed on the Website.

Academic Integrity

The faculty expects each student to conduct himself/herself as a person of integrity. Academic integrity is a fundamental value in education, as integrity is a value in professional nursing practice. Yet, we find that many students do not understand or value its importance, or knowing that, choose to ignore the rules and violate this standard that is at the essence of everything that we do.

We wish to stress to each student our philosophy of academic integrity and emphasize that violating the rules related to plagiarism, cheating, or other standards will result in sanctions. These sanctions will include a zero on the assignment in question and may result in a failure for the course and/or dismissal from the program.

Academic honesty is expected of students enrolled in any graduate nursing program. Cheating on examinations, unauthorized collaboration, falsification of research data, plagiarism, and undocumented use of materials from any source constitutes academic dishonesty and may be grounds for a grade of "0" on the assignment, a grade of 'F' in the course and/or additional disciplinary actions including dismissal from the program. For additional information, see the university catalog and the [Student Code of Conduct](#).

Attendance, Absences, and Makeups

Students are responsible for learning the content of any course of study, including material presented in the classroom, either face-to-face or online. Class participation is expected of each student as outlined in each course syllabus. If a student should miss a class, he/she should email the faculty member and/or the Course Coordinator as soon as possible. If the absence is anticipated, such as due to illness or personal emergency, the student should notify the immediate faculty member and/or the Course Coordinator prior to the start of the class/lab to be missed.

The instructor reserves the right to request satisfactory evidence to substantiate the reason for absence for bereavement as death or major illness in a student's immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse's child, spouse's parents, spouse's grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by the faculty member or Program Director.

Non-attendance in an online program is defined as an unexcused lack of participation in class activities for a period of 4 weeks or more. This may result in an administrative drop by the faculty after a letter has been mailed to the address on file, notifying the student of the enrollment status. Additional attendance policies may be defined in the course syllabus.

Attendance Policy – On-Campus Courses

It is the policy of the Division of Nursing that every student is expected to participate in each of his/her courses through regular attendance at lectures/lab/simulation/clinical experiences. It is further expected that every student will be present on time and prepared to participate when scheduled course sessions begin.

Students who are under CDC-recognized quarantine guidelines for illness, such as possible COVID-19 exposure, will be allowed to attend class via virtual means during their quarantine time period without incurring an absence penalty (guidelines for tardy policy will remain applicable). Students attending class virtually WILL HAVE A VISUAL PRESENCE REQUIRED throughout the entire class period. Students are required to notify the instructor AT LEAST 24 HOURS PRIOR TO THE CLASS that will be attended virtually. The student will be required to provide written notification from a healthcare provider for coverage under this provision.

Theory Hours (Lecture, Scheduled Classes, Seminars, or Guest Lectures), Lab, Simulation, and Clinical Hours (per CCNE Accreditation and TBON)

Students are expected to attend all theory, lab, simulation, and clinical hours. A student who is absent from scheduled class time for any reason is expected to make up the work on her/her own and will be responsible for the material covered. Any pop quiz or classroom assignment will not be made up. The student will receive a score of "0."

- Absence of more than 2 days in a 16-week course may result in course failure. Absence of more than 1 day in a 10-week course may result in course failure.
- Failure to meet Student Learning Outcomes (Course and/or Clinical) will result in a failing grade for that course.
- Clinical hour and/or simulation requirements are determined per course. Students are responsible for reading and understanding each course syllabus. If there are any questions regarding the syllabi, the student is responsible for seeking clarification.
- NP Programs only: Students are allowed a total of two attempts to pass simulation competencies, including practicum evaluations, unless otherwise specified in the course syllabus.
- NP Programs only: All clinical hours and encounter details must be added into Exxat within 7 days. Failure to do so may result in progressive discipline that may include being pulled from the clinical setting and/or exclusion of clinical days/encounters that have not been appropriately documented in Exxat.

Lateness (Theory, Lab, Simulation, and/or Clinical Hours)

- Lateness is defined as 0-15 minutes after the start time posted on the course calendar/clinical schedule. Three (3) times a student is late will equal one (1) absence. A student missing more than 15 minutes of class, lab, simulation and/or clinical will receive an absence.

Leaving Early (Theory, Lab, Simulation, and/or Clinical Hours)

- Leaving early is defined as 0-15 minutes before the end time posted on the Course calendar/clinical schedule. Three (3) times a student leaves early will equal one (1) absence. A student missing more than 15 minutes of class, lab, simulation and/or clinical will receive an absence.

Student Absences on Religious Holidays

In accordance with Texas Education Code 51.911, all institutions of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holiday, including travel for that purpose. An instructor may not penalize a student whose absence is excused under this subsection for that absence, and the instructor must allow the student to take an examination or complete an assignment within a reasonable time after the absence.

Texas Education Code 51.911 defines a religious holiday as a holiday for a religious group whose places of worship are exempt from property taxation under Section 11.20, Tax Code. If a student and an instructor disagree about the nature of the absence as Texas Education Code 51.911 defines, or if the student and the instructor disagree about whether the instructor has given the student a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the Program Director.

Inclement Weather

Officials will make inclement weather information available to the news media for broadcast on radio stations and television stations as well as by the campus-wide Eagle Alert, which notifies students and faculty through text messaging and non-campus email. The University expects students to exercise good judgment during inclement weather. It is the responsibility of the student to notify faculty as soon as he/she is aware that he/she will not be able to attend class/clinical.

Awareness of and Respect for Diversity

Texas A&M University – Texarkana and the Division of Nursing fully support an environment wherein individuals (i.e., students, staff, faculty, and guests) can work as partners in achieving goals. While engaged in didactic learning and experiential rotations, students are required to behave and act in a manner that is expected in nursing and all health professions. Such behavior and actions are guided by respect for other students, faculty, staff, patients, and healthcare professionals who may have differences that include (but are not limited to) the following: religious beliefs and practices, nontraditional medical beliefs and practices, socioeconomic status, sexual orientation, ethnicity, language, physical and emotional disabilities, racial background, intellectual capabilities, age, and cultural background. Respect is demonstrated by being considerate, courteous, and professional, and by maintaining confidentiality of patient information.

Learning Environment

TAMUT respects the rights of faculty to teach and students to learn. The responsibility of faculty is to maintain a classroom atmosphere conducive to learning, whether that classroom is a face-to-face or a distance learning environment. Disruptive behaviors will not be tolerated. An individual engaging in disruptive behaviors may be subject to disciplinary action. Disruptive behaviors may include any of the following: physical actions, verbal utterance, online derogatory remarks, disrespectful or threatening emails, or other activities that interfere with either the faculty member's ability to conduct the class or the ability of other students to profit from the instructional program.

Student Non-Cognitive Performance Standards

Health profession practices are grounded in non-cognitive performance standards, which include a set of principles that reflect the ethical foundation of health care. The nursing student must strive toward unquestionable integrity in all professional relations. To aid in achieving this goal, nursing students should demonstrate both a commitment to carrying out professional responsibilities and an adherence to ethical principles. The non-cognitive performance standards listed below should be used as guidelines in attaining this goal.

Failure to comply with the requirements of any of these standards or other policies in the Division of Nursing at Texas A&M University – Texarkana may result in a conference with the division director, dean, or

designee, to discuss the problem. Should it be necessary to take immediate action, the division director, dean, or designee, may recommend the student be placed on probation or dismissed from the nursing program in the Division of Nursing and/or Texas A&M University – Texarkana. The following described standards are the scholastic, non-cognitive performance responsibilities of the nursing student enrolled at Texas A&M University – Texarkana Division of Nursing:

- **Attentiveness:** The nursing student must regularly attend class. Any and all extended absences must be for relevant and serious reasons and preapproved, where applicable, by the appropriate authority. The nursing student is required to be on time for class, labs, and clinical assignments and stay until the end of the time period. The nursing student is required to be alert during classes and demonstrate attentiveness by taking notes and asking/answering appropriate questions
- **Demeanor:** The nursing student will have a respectful, positive, open attitude toward peers, faculty, and others during the duration of studies with the Division of Nursing. The nursing student will maintain a professional demeanor in interpersonal relations. The nursing student will perform in both a supportive and constructive fashion in group situations and make good use of all feedback and evaluations.
- **Maturity:** The nursing student will function as a respectful, responsible, ethical, law-abiding adult.
- **Cooperative:** The nursing student will demonstrate his/her ability to work effectively in large and small groups and with peers, faculty, and other members of the Division of Nursing in both the giving and accepting of information.
- **Inquisitiveness:** The nursing student develops an interest in his/her courses, simulation skills, and curricular content, and demonstrates a personal pursuit of continued knowledge.
- **Responsibility:** The nursing student is accountable for his/her actions and commitment to the Division of Nursing and the nursing program. All academic interchanges will be carried out in a professional, reliable, and trustworthy manner.
- **Authority:** The nursing student will show respect for those placed in authority over him/her within the Division of Nursing, Texas A&M University – Texarkana, and society.
- **Personal Appearance:** The nursing student will have a professional appearance reflected in both personal hygiene and observance of dress code standards set forth in this Handbook.
- **Communication:** The nursing student demonstrates respect for the privacy of all patients and/or patients' family members. The nursing student will at no time utilize social media (Twitter, Facebook, or any other social media site) to communicate information that could lead to exposure of patient identity. The nursing student acknowledges that certain patient data discussed within a specific timeframe may be sufficient information to identify a patient. The nursing student will follow all directives of TAMUT, the Division of Nursing, and HIPPA regulations in regard to patient privacy and information transfer.
- **Professional Role:** The nursing student will conduct himself/herself as a professional role model at all times and in compliance with rules and regulations regarding the professional conduct of the Division of Nursing. As a healthcare provider, the nursing student will demonstrate the personal, intellectual, and motivational qualifications of a professional.
- **Judgment:** The nursing student demonstrates an ability to think critically regarding options, reflecting the ability to make intelligent decisions in both personal and academic life.
- **Civility:** The nursing student has a genuine understanding that civility is an authentic respect for others that requires time, attention, a willingness to engage in open communication, and the intention to seek agreement. The nursing student will exhibit respect for all. The nursing student will not harass any individual physically, verbally, psychologically, or sexually. The nursing student demonstrates true respect for the Division of Nursing and TAMUT in their written, verbal, and electronic communication that is

diplomatic, non-threatening and reflects accountability. The nursing student will follow all rules and regulations about social media policies.

- **Moral Standards:** The nursing student respects the rights and privacy of other individuals and does not violate the laws of our society.
- **Ethics:** The nursing student will conduct himself/herself in accordance with the guidelines of the nursing professional code of ethics.

Communication: TAMUT Student Email Account

TAMUT communicates all official information to students through the student TAMUT Ace email account. Please use this email account for all school-related activities and check the account at a minimum of three times per week for updates.

Course documents are submitted through the LMS assignment links. Do not submit assignments through email unless specifically directed to do so by faculty.

Computer Requirements

It is the responsibility of the student to ensure that his/her computer has the required software installed upon admission and updated throughout his/her time as a student. The student's computer should always be capable of running the programs. Upon admission, students will be provided with detailed specifications for either a Mac or a Windows laptop. If you have questions regarding any of the hardware or software required, please contact the TAMUT IT Helpdesk.

Exposure to Chemicals

Any pregnant student, or student planning to become pregnant, should consult their health care provider to determine what, if any, additional precautions are needed based on their individual situation.

STUDENT CODE OF CONDUCT

Students have rights that are to be respected. These rights include respect for personal feelings; freedom from indignity of any type, freedom from control by any person except as may be in accord with published rules and procedures of Texas A&M University – Texarkana or The Texas A&M University System, and conditions that allow the best use of time and talents toward educational objectives. No officer or student, regardless of position or rank, shall violate those rights; no custom, tradition, or regulation in conflict will be allowed to prevail. At all times, students are expected to recognize constituted authority, conform to the ordinary rules of good conduct, be truthful, respect the rights of others, protect private and public property, and to make the best use of time toward the completion of an education. The Code of Student Rights and Responsibilities (The Code) is designed to neither be exhaustive nor encompass all possible relationships between students and the institution. The Code is not rigid or unchangeable. As the relationship between students and the University grows, it may be necessary to modify the Code.

It is incumbent upon students to be aware of University rules and procedures. Ignorance of these rules and procedures does not excuse students from adhering to them. Staff and University officials should endeavor to inform students of University rules, regulations, and policies, whenever applicable.

Conduct Subject to Disciplinary Actions

Nursing students who engage in the following conduct may be subject to disciplinary actions, whether the conduct takes place on or off campus or whether civil or criminal penalties are also imposed for the conduct:

- **Violation of laws, regulations, policies, and directives** – Violation of federal, state, and local laws, including laws and policies on HIPAA (Health Information Portability and Accountability Act); violation of Texas A&M University – Texarkana policies, rules, and regulations; violation of

Texas A&M University – Texarkana Division of Nursing policies, rules, and regulations; noncompliance with TAMUT or Division of Nursing rules and regulations; non-compliance with directives issued by administrative officials acting in the course of their authorized duties.

- **Academic dishonesty** – Cheating, plagiarism, collusion, submission for credit any work or materials that are attributable in whole or part to another person, taking an examination or submitting work or materials for another person, any act designed to give an unfair advantage to a student, or the attempt to commit such acts
- **Drugs and alcohol** – Illegal use, possession, and/or sale of a drug or narcotic on campus or at educational or clinical facilities affiliated with Texas A&M University – Texarkana Division of Nursing; use of alcohol in violation of TAMUT policy
- **Health or safety** – Conduct that endangers the health or safety of any person on campus, in any building or facility owned or controlled by TAMUT, or any education or clinical facility affiliated with TAMUT and/or the Division of Nursing
- **Disruptions** – Acting singly or in concert with others to obstruct, disrupt, or interfere with any activities related to the university's responsibilities in teaching, education, healthcare, research, administration, service, or other activities authorized to be held or conducted on property owned by TAMUT and/or the Division of Nursing or affiliated with
- **Inciting lawless action** – Engaging in speech, either orally or in writing, which is directed to inciting or producing imminent lawless action and is likely to incite or produce such action
- **Unauthorized use of property** – Engaging in unauthorized use of property, equipment, supplies, buildings, or facilities owned or controlled by Texas A&M University – Texarkana and/or the Division of Nursing or affiliated with
- **Hazing** – Hazing is prohibited, Texas Education Code Chapter 37, subcode F
- **Altering of official documents** – Altering official records; submitting false information, omitting requested information required for or related to an application for admission or the award of a degree; falsifying clinical records
- **Vandalism** – Defacing, mutilating, destroying, or taking unauthorized possession of any property, equipment, supplies, or facilities owned or controlled by TAMUT and/or the Division of Nursing or clinical facilities affiliated with
- **Prohibited Conduct** – Engaging in prohibited conduct that occurs while participating in off-campus activities sponsored by TAMUT and/or the Division of Nursing, including field trips, internships, rotations, or clinical assignments
- **Use of explosives** – Unauthorized use or possession of any type of explosive, firearm, imitation firearm, ammunition, hazardous substance, or weapon as defined by federal, state, or local laws while on campus or in facilities owned or controlled by TAMUT and/or the Division of Nursing or clinical facilities affiliated with.

Disciplinary Process

When nursing student conduct occurs that may be subject to disciplinary action, the faculty member will immediately notify the program director. After consultation with the program director, the student of the suspected violation should be notified through a face-to-face or telephone conversation. In some instances, the faculty member may take immediate action appropriate to the circumstances. For example, when a nursing student is observed cheating on an exam, the faculty member may stop the examination process for the student and retrieve the examination. When a nursing student engages in disruptive behavior, the faculty member may instruct the student to leave the instructional space so that order can be restored.

The faculty member will also notify the Dean and the Director of Student Life of the conduct. At that point, the disciplinary process will proceed in accordance with protocol and the Disciplinary Rules of TAMUT.

Sexual Assault

All forms of sexual assault and all attempts to commit such acts are regarded as serious university offenses, which may result in suspension or expulsion. Prosecution for the criminal law violation may also take place independently of charges under university regulations.

Students who believe they are victims of sexual assault should contact the [University Police Division](#) at 903-334-6611 or a university [Title IX](#) official.

Sexual Harassment Policy

Texas A&M University - Texarkana strives to maintain a work and educational environment free from discrimination, sexual harassment, and related retaliation in accordance with applicable federal and State laws. Conduct constituting sexual harassment is specifically prohibited by federal law, state law, and Texas A&M University System Policy.

The Division of Nursing considers sexual harassment in all its forms to be a serious offense and one that is subject to a range of actions up to and including suspension or dismissal. The Office of Vice President of Student Affairs is available to serve as a resource to any student, non-faculty employee, or faculty member who has a sexual harassment inquiry or complaint. A person who believes he or she has been the victim of sexual harassment may pursue either the informal or the formal complaint resolution procedure. Any faculty member, staff member, or student may initiate a complaint by calling the Registrar's office.

General Student Complaints

The Division of Nursing is committed to providing a learning environment for its students in which complaints are responded to in a prompt and fair manner. Formal complaints are those received by the Division of Nursing Director in writing within 7 business days of an incident. These will be directed to the appropriate office to be addressed as quickly as possible.

To report general student complaints other than those regarding academic or disciplinary matters, discrimination, sexual harassment, grading, or distance education, students may refer to rule [UP13.02.99.H1.02](#). For complaint processes related to Distance education, see the Distance Education Grievance Process. To report instances of suspected waste, fraud, or a suspected ethics violation, use the [Texas A&M University Systems Risk, Fraud, and Misconduct Hotline](#).

Student Name or Address Changes

Address Change Procedures

The student's current mailing address and permanent address must be correctly listed in the academic record. Any change in the student's address should be promptly reported to the Division of Nursing and the Registrar's Office. International students should contact International Student Services if their permanent address is incorrect or needs to be changed. A student will not be excused from penalties on grounds of not receiving communications mailed from the Division of Nursing if the student fails to report the new address. It is your responsibility to notify the Division of Nursing of an address change.

Name Change Procedures

The Registrar's Office is responsible for maintaining a student's official legal name for TAMUT and for the State of Texas. Legal documentation (a copy of one of the following: marriage license, divorce decree, court order changing name, or Social Security card with new name) must be presented with the completed [Student Update Request form](#) in order to alter your name as it appears on your original application for admission to TAMUT. You must present a copy of the legal document, which will be copied in the Records section for your file.

Name changes for degree candidates must be completed within one week after the deadline to apply for graduation. Students submitting a name change request after this date must pay an additional diploma fee to receive a diploma with their new name. Also, diplomas ordered after this deadline may not be received in time for distribution after the commencement ceremony.

Student Records

Information in student records will be released only to faculty and professional staff for authorized legitimate educational interest. The student's consent is required to release information other than public information to any non-Division of Nursing person unless required by law or upon subpoena.

Student Participation in Committees

Students can serve on various committees within the College by election from the student body or through appointment.

At the beginning of each academic year or semester, the Program Director will provide details about the committee opportunities and ask for student volunteers to represent each program. A list of committees with student representation includes the following:

- Curriculum Committee
- Program Evaluation Committee

Transcript Requests

An official transcript is a comprehensive record of a student's academic progress at TAMUT. The Transcript section of the Office of the Registrar produces only official transcripts. For information regarding transcripts, please consult the [Registrar](#) webpage.

Universal Identification Number (UIN)

A student's "Universal Identification Number" or "UIN" is assigned by the TAMUT Office of the Registrar and remains constant for the duration of the student's degree program. The Office of the Registrar mails all students individually assigned UIN after their admission has been confirmed. A student who previously attended TAMUT will use the same UIN number as was assigned to them at that institution. Students should contact the registrar for any questions and/or concerns about their UIN.

Web for Students

Web for Students is a web-based interface to Texas A&M University – Texarkana student information system. A student can access Web for Students to view admission status, degree & academic status, account summary, register for classes, inquire about financial aid and grades, and to obtain transcripts. Students are responsible for accessing Web for Students to determine courses required, to verify receipt of transcripts, and to update information. Students should check their DegreeWorks, located in Web For Students (under Student, then Student Records, then DegreeWorks) twice a semester to determine credit for courses taken or transferred, outstanding courses, etc. Instructions for use of Web for Students are available in the current [University Catalog](#).

Chapter 2: Graduate Nursing Programs

Master of Science in Nursing Programs

The TAMUT Division of Nursing offers a Master of Science in Nursing Administration degree, a Master of Science in Nursing Psychiatric Mental Health Nurse Practitioner degree, and a Master of Science in Nursing Family Nurse Practitioner degree. The TAMUT Division of Nursing also offers a Post-Graduate APRN certificate program with two tracks, a Post-graduate Family Nurse Practitioner certificate track, and a Post-graduate Psychiatric Mental Health Nurse Practitioner certificate track.

Master of Science in Nursing Program Learning Outcomes

The TAMUT Division of Nursing offers a Master of Science in Nursing Administration degree, a Master of Science in Nursing Psychiatric Mental Health Nurse Practitioner degree, and a Master of Science in Nursing Family Nurse Practitioner degree. The TAMUT Division of Nursing also offers two certificate programs, the Psychiatric Mental Health Nurse Practitioner Post-Master's Certificate Track and the Family Nurse Practitioner Post-Master's Certificate Track. Each program is guided by clearly defined program learning outcomes, which describe the essential knowledge, skills, and behaviors graduates are expected to demonstrate upon completion. These outcomes ensure that students are prepared to meet the demands of advanced nursing roles, lead within complex healthcare systems, and provide high-quality, patient-centered care. The outcomes are aligned with national standards and serve as a foundation for curriculum design, assessment, and continuous program improvement

At the completion of the MSN Program the graduate will be able to

- Integrate theories and evidence-based knowledge from nursing and related disciplines to guide advanced nursing practice, administration, or clinical decision-making.
- Demonstrate leadership skills to influence healthcare systems, policy, and practice environments that promote high-quality, patient-centered care.
- Evaluate evidence-based practices and quality improvement strategies to improve health outcomes to apply and disseminate across diverse populations.
- Employ effective communication and interprofessional collaboration to advocate for patients and populations while improving team-based healthcare delivery.
- Utilize health informatics, patient care technologies, and data analytics to support clinical and administrative decision-making.
- Analyze the impact of health policy, organizational structure, and regulatory frameworks on healthcare delivery and nursing practice.
- Demonstrate cultural competence, professional ethics, and a commitment to equity in the delivery of care across diverse and vulnerable populations.
- Exhibit advanced role development in either direct patient care (FNP/PMHNP) or systems leadership (Nursing Administration), reflecting accountability, clinical judgment, and population-focused care.

Master of Science in Nursing Administration

All courses for this degree are offered using distance technologies, including but not limited to, web-based and web-enhanced approaches. The administration practicum may be completed in the student's own community. The curriculum for the MSN is based on standards for master's education outlined in *The Essentials for Master's Education in Nursing*, American Association of Colleges of Nursing (AACN, 2021).

Master of Science in Nursing Administration Track Description and Track Student Learning Outcomes

Building upon the foundation of baccalaureate education, the Master of Science in Nursing Administration track prepares graduates to function at an advanced level of practice in direct or indirect care roles. The curriculum is designed to prepare graduates as professional and academic leaders in nursing. The graduate demonstrates the ability to apply evidence to clinical practice, communicate and collaborate with other healthcare professionals, engage in nursing scholarship, and influence healthcare policy.

The MSN-Administration track emphasizes the nurse's role as a leader in a health care agency. The graduate will apply leadership theory, change theory, interprofessional collaboration, knowledge of systems and complexity theory, and evidence-based practice in the provision of safe patient care. The graduate will integrate an understanding of organizational systems and budget and finance principles to lead a healthcare unit in the provision of quality care for individuals, families, and populations.

At the completion of the MSN-Administration Track the graduate will be able to

- Integrate scientific findings from nursing, biopsychosocial fields, genetics, public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.
- Utilize organizational and systems leadership skills to promote high quality, safe patient care.
- Apply quality principles within an organization by using the methods, tools, performance measures, and standards related to quality.
- Apply research outcomes within the practice setting utilizing change theory.
- Use patient care and communication technologies to coordinate care.
- Participate in the policy development process, influencing health policy through advocacy strategies.
- Communicate, collaborate, and consult with other health professionals to manage and coordinate care.
- Plan, deliver, manage, and evaluate evidence-based clinical prevention and services to individuals, families, and populations.

MSN Nursing Administration Curriculum

Master of Science in Nursing – Administration Track		
		CREDITS
YEAR 1		
FALL	NURS 505 – Evidence Based Practice I	3
	NURS 506 – Evidence Based Practice II	3
	NURS 510 – Organizational Behavior & systems Leadership	3
	NURS 514 – Healthcare law, Ethics & Policy	3
SPRING	NURS 508 – Quality Improvement & Safety	3
	NURS 509 – Prevention/Pop Health/Policy	3
	NURS 513 – Management of Complex Systems in Nursing	3
SUMMER	NURS 522 – Healthcare Economics & Finance	3
	NURS 507 - Healthcare Informatics	3
YEAR 2		
FINAL	NURS 525 – Capstone	3
ELECTIVE	Graduate Elective*	3
	Total	33

Master of Science in Nursing Psychiatric Mental Health Nurse Practitioner Track and Psychiatric Mental Health Nurse Practitioner Post-Master’s Certificate Program.

Building upon the foundation of baccalaureate education, the Master of Science in Nursing Psychiatric Mental Health Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner Post-Master’s Certificate tracks prepare graduates to function at an advanced level of practice in the delivery of psychiatric and mental health care for patients across the lifespan. The curriculum is designed to prepare graduates as professional and clinical leaders in nursing. Students who successfully complete either track will have demonstrated the ability to apply evidence to clinical practice, communicate and collaborate with other healthcare professionals, engage in nursing scholarship, and influence healthcare policy.

The Psychiatric Mental Health Nurse Practitioner curriculum aligns with The Essentials of Master’s Education in Nursing (AACN, 2021) and the Criteria for Evaluation of Nurse Practitioner Programs (National Task Force on Quality Nurse Practitioner Education, 2016). The tracks are offered in a hybrid manner to incorporate face-to-face time with A&M-Texarkana faculty, including evaluation of clinical skills. The on-site dates allow for faculty to build stronger relationships with students and will also assist with mentoring, academic coaching, and clarification of any concerns or issues. Students who successfully complete either track will be academically and experientially qualified to seek national board certification as a Psychiatric Mental

Health Nurse Practitioner through the American Nurses Credentialing Center (ANCC). The track will be assessed based on the certification pass rates as part of the Systematic Program Evaluation (SPE) plan and CCNE Standards.

At the completion of the MSN-PMHNP track or the PMHNP Post-Master's Certificate, the student will be able to:

- Integrate advanced knowledge from science and the humanities to provide mental/behavioral health care to diverse populations.
- Promote the use of quality measures to create a culture of safety and to meet standards of mental/behavioral health care.
- Analyze and implement the best evidence and standards of practice as a basis for clinical decisions.
- Communicate, collaborate, and consult other health professionals to manage and coordinate mental/behavioral health care.
- Analyze and incorporate broad ecological and social determinates to plan, deliver, and manage evidence-based prevention and population-based mental/behavioral health care to individuals, families, and groups.
- Advocate for policy changes that influence mental/behavioral healthcare at local, state, and federal levels.

PMHNP Post-Masters Certificate Curriculum

Post-MSN PMHNP Certificate		
		CREDITS
YEAR 1		
FALL	NURS 541 – Advanced Pharmacotherapeutics	3
SPRING	NURS 540 – Advanced Pathophysiology	3
SUMMER	NURS 542 – Advanced Health Assessment	3
YEAR 2		
FALL	NURS 543 – Health Promotions and Diagnostics	3
SPRING	NURS 550 – Introduction to Psychotherapy	
	NURS 551 – Introduction to Clinical Psychiatry and Psychopharmacology	3
SUMMER	NURS 553 – Psychiatric Mental health nurse Practitioner Concepts & Theories I	
YEAR 3		

FALL	NURS 552 – Advanced nursing Concepts & APRN Role	
	NURS 554 – Psychiatric Mental health nurse Practitioner Concepts & Theories II	
SPRING	NURS 555 – Psychiatric Mental health nurse Practitioner Practicum I	
SUMMER	NURS 556 – Psychiatric mental health nurse Practitioner Practicum II	

**In addition to the above courses, NURS 540, 541, and 542 may be required; this decision is based on the gap analysis and university policies

**Course map and course offerings are subject to change

PMHNP BSN to MSN Curriculum

BSN-MSN PMHNP		
		CREDITS
YEAR 1		
FALL	NURS 505 – Evidence Based Practice I	3
	NURS 506 – Evidence Based Practice II	3
SPRING	NURS 508 – Quality Improvement & Safety	3
	NURS 540 – Advanced Pathophysiology	3
SUMMER	NURS 522 – Healthcare Economics & Finance	3
	NURS 542 – Advanced Health Assessment	3
YEAR 2		
FALL	NURS 541 – Advanced Pharmacotherapeutics	3
	NURS 543 – Health Promotions and Diagnostics	3
SPRING	NURS 550 – Introduction to Psychotherapy	
	NURS 551 – Introduction to Clinical Psychiatry and Psychopharmacology	3
SUMMER	NURS 553 – Psychiatric Mental health nurse Practitioner Concepts & Theories I	

YEAR 3		
FALL	NURS 552 – Advanced nursing Concepts & APRN Role	
	NURS 554 – Psychiatric Mental health nurse Practitioner Concepts & Theories II	
SPRING	NURS 555 – Psychiatric Mental health nurse Practitioner Practicum I	
SUMMER	NURS 556 – Psychiatric mental health nurse Practitioner Practicum II	

*Prior coursework is evaluated for credit based on a formal gap analysis and university policies prior to acceptance

**Course map and course offerings are subject to change

Master of Science in Nursing Family Mental Health Nurse Practitioner Track and Family Health Nurse Practitioner Post-Master's Certificate Program.

The Family Nurse Practitioner, with emphasis on Rural and Population Health curriculum, aligns with The Essentials of Master's Education in Nursing (AACN, 2021) and the Criteria for Evaluation of Nurse Practitioner Programs (National Task Force on Quality Nurse Practitioner Education, 2016). A post-graduate APRN certificate program is available for MSN graduates who have specialized in another area of nursing such as Psychiatric Mental Health Nurse Practitioner, Pediatric Nurse Practitioner, and Administration among others. The requirements for these students are based on their base MSN degree components.

The tracks are offered in a hybrid manner to incorporate face-to-face time with A&M-Texarkana faculty, including evaluation of clinical skills. The on-site dates allow for faculty to build stronger relationships with students and will also assist with mentoring, academic coaching, and clarification of any concerns or issues. Students who successfully complete either track will be academically and experientially qualified to seek national board certification as a Family Nurse Practitioner. The track will be assessed based on the certification pass rates as part of the Systematic Program Evaluation (SPE) plan and CCNE Standards.

At the completion of the MSN-FNP track or the FNP post-master's Certificate, the student will be able to:

- Integrate advanced knowledge from science and the humanities to provide primary health care to diverse populations.
- Promote the use of quality measures to create a culture of safety and to meet standards of primary health care.
- Analyze and implement the best evidence and standards of practice as a basis for clinical decisions.
- Communicate, collaborate, and consult other health professionals to manage and coordinate primary health care.
- Analyze and incorporate broad ecological and social determinates to plan, deliver, and manage evidence-based prevention and population-based health care to individuals, families, and groups.
- Advocate for policy changes that influence healthcare at local, state, and federal levels.

FNP Post-Masters Certificate Curriculum

Post-MSN FNP Certificate		
		CREDITS
YEAR 1		
FALL	NURS 541 – Advanced Pharmacotherapeutics	3
SPRING	NURS 540 – Advanced Pathophysiology	
SUMMER	NURS 542 – Advanced Health Assessment	
YEAR 2		
FALL	NURS 552 – Advanced Practice Nursing Concepts and Roles	
	NURS 543 – Health Promotions and Diagnostics	
SPRING	NURS 546 – Rural and Population health	
	NURS 548 – Issues in Advanced Practice Nursing	
SUMMER	NURS 563 FNP Concepts & Theory I	
YEAR 3		
FALL	NURS 564 – FNP Concepts & Theory II	
SPRING	NURS 565 – FNP Clinical Practicum I	
	NURS 544 - Epidemiology	
SUMMER	NURS 566 – FNP Clinical Practicum II	

**In addition to the above courses, NURS 540, 541, and 542 may be required, this decision is based on the gap analysis and university policies.

**Course map and course offerings are subject to change

FNP BSN-MSN Curriculum

BSN-MSN FNP		
		CREDITS
YEAR 1		
FALL	NURS 505 – Evidence Based Practice I	3
	NURS 506 – Evidence Based Practice II	3
SPRING	NURS 508 – Quality Improvement & Safety	3
	NURS 540 – Advanced Pathophysiology	3
SUMMER	NURS 522 – Healthcare Economics & Finance	3
	NURS 542 – Advanced Health Assessment	3
YEAR 2		
FALL	NURS 541 – Advanced Pharmacotherapeutics	3
	NURS 552 – Advanced nursing Concepts & APRN Role	3
SPRING	NURS 543 – Health Promotions and Diagnostics	
	NURS 544 Epidemiology	3
SUMMER	NURS 563 – FNP Concepts & Theory I	
	NURS 545 - Biostatistics	
YEAR 3		
FALL	NURS 564 – FNP Concepts & Theory II	
	NURS 546 – Rural and Population Health	
SPRING	NURS 565 – FNP Clinical Practicum I	
	NURS 548 – Issues in Advanced Practice Nursing	
SUMMER	NURS 566 – FNP Clinical Practicum II	

*Prior coursework is evaluated for credit based on a formal gap analysis and university policies prior to acceptance **Course map and course offerings are subject to change

Chapter 3: Admissions, Progression, Student Support, and Graduation

ADMISSION REQUIREMENTS: MSN-Administration Track

- A baccalaureate degree in nursing from an institution of higher education that is both accredited by the appropriate regional accrediting agency and either the NLNAC or the CCNE.
- Current, unencumbered Registered Nurse license to practice in the State of Texas or licensed in the state where practicums will occur.
- Immunizations, certifications, drug screen, and personal health insurance.
- Clear Criminal background check
- Completed application and fee payment, official transcripts from each institution attended, resume, letter of commitment, and 2 letters of support from supervisors or professional mentors.
- Minimum cumulative grade point average of 3.0 (on a 4.0 scale) in the last 60 hours of undergraduate nursing coursework.

ADMISSION REQUIREMENTS: Nurse Practitioner Tracks

- A baccalaureate degree in nursing from an institution of higher education that is both accredited by the appropriate regional accrediting agency and either the NLNAC or the CCNE and a minimum of one-year experience as a Registered Nurse (RN) with preference given to applicants with two or more years' experience.
- Current, unencumbered registered nurse license to practice in the State of Texas, current compact license, or licensed in the state where practicums will occur (must show active licensure by the end of the first semester).
- Immunizations, CPR certification, negative drug screen, and personal health insurance.
- Criminal background check.
- Completed application and fee payment; official transcripts from each institution attended; résumé; letter of interest, commitment, and purpose for pursuing a master's degree; and at least two letters of support from supervisors or professional mentors.
- Interview with PMHNP Program Coordinator
- Minimum cumulative grade point average of 3.0 (on a 4.0 scale) in the last 60 hours of undergraduate nursing coursework

ADMISSION REQUIREMENTS: MSN Nurse Practitioner Post-Master's Certificate Program

- A master's degree in nursing from an institution of higher education that is both accredited by the appropriate regional accrediting agency and either the NLNAC or the CCNE and a minimum of one-year experience as a Registered Nurse (RN) with preference given to applicants with two or more years' experience.
- Current, unencumbered registered nurse license to practice in the State of Texas, current compact license, or licensed in the state where practicums will occur (must show active licensure by the end of the first semester).

- Immunizations, CPR certification, negative drug screen, and personal health insurance.
- Criminal background check.
- Completed application and fee payment; official transcripts from each institution attended; résumé; letter of interest, commitment, and purpose for pursuing a master's degree; and at least two letters of support from supervisors or professional mentors.
- Interview with PMHNP Program Coordinator
- Minimum cumulative grade point average of 3.0 (on a 4.0 scale) in graduate nursing coursework
- Previous coursework and experience will be reviewed to determine the need for post-master's students to take additional courses such as pathophysiology, advanced assessment, and advanced pharmacology.

ADDITIONAL REQUIREMENTS FOR INTERNATIONAL APPLICANTS

International applicants with foreign transcripts must follow the policies and procedures for international students as outlined by the University at <https://www.tamut.edu/admissions/international/index.html>. Applicants whose native language is not English are required to submit proof of English proficiency, which is satisfied by:

- A minimum TOEFL score taken within the previous two years of:
 - 550 for paper-based testing (p-BT), or
 - 213 computer-based testing (c-BT), or
 - 79 internet-based testing (i-BT)

These scores must be sent directly from ETS to the University, and the test must have been taken within the two-year period prior to enrollment.

ADMISSIONS DECISIONS

The number of students admitted to the program will be based on available faculty and clinical facilities. From the group of qualified applicants, an admission decision will be made using an approved rubric.

Admission decisions for all programs will be communicated to potential students via email and by letter. To secure a position, the potential student must notify the Division of Nursing of their intent to accept the offer within the designated time frame. If the student fails to accept the offer, the position may be awarded to another applicant. If not admitted, the student may be given the option to be placed on a waiting list, to be admitted based on space available.

TRANSFER POLICIES

Transfer from Another Nursing Program into the MSN-Administration Track or NP Track

A student who has been enrolled in another nursing program may request admission as a transfer applicant. Criteria used in the decision will be based on the following criteria:

- Applicants must have a minimum 3.0 GPA (on a 4.0 scale) on all nursing coursework completed (Master's program) or a 2.8 GPA for the Baccalaureate program.
- Admission will be dependent on space available. Spaces in clinical courses are tightly controlled by both accreditation and clinical agency policies.
- Courses accepted for transfer must be similar in content and credit to the TAMUT Division of Nursing course. Applicants must present a course description and course syllabus for review before credit will be granted. A gap analysis will be conducted for qualifying NP transfer candidates.
- An interview must be scheduled with the Program Director.

- No grade below a "B" in any nursing course will be accepted for transfer for the MSN Administration Track.
- No grade below a "C" in any nursing course will be accepted for transfer for the PMHNP programs.
- Applicants seeking a transfer to the MSN Administration Track must submit a letter of eligibility from the Dean/Director of the previous program.
- Other documentation for all graduate programs is subject to the discretion of the Program Director.
- A maximum of twelve (12) credit hours may be transferred for the MSN Admin Track. Credits taken prior to admission do not automatically count toward the degree.
- All coursework, resident and transfer, must meet the 5 calendar year time limitation for completion of the degree.

Students may not enroll off campus during the semester they expect to graduate.

REQUIREMENTS AFTER ADMISSION TO THE NURSING PROGRAM

Immunizations Policy

The Division of Nursing has established immunization guidelines consistent with the immunization requirements of the Texas Administrative Code, Title 25, Health Services, Part 1, Chapter 97, Subchapter B, and recommendations for adult immunizations from the Centers for Disease Control. Prior to registration for the designated academic semester, students must give evidence of the following immunizations:

VACCINE	REQUIREMENTS
Tetanus/Diphtheria/Pertussis	One dose of vaccine within the past 10 years
Measles/ Mumps/Rubella	Immunization OR positive titer
Influenza	Required in the fall term for all students.
Bacterial Meningitis	As required by the University. Exceptions based on age.
Hepatitis B*	A completed series or serological confirmation of immunity
Tuberculosis (TB) skin test	A negative skin test is required prior to starting the first semester of nursing courses. Centers for Disease Control and Prevention Individual TB Risk Assessment form to be completed annually thereafter, unless known exposure to TB or high risk for TB, then must have a negative TB skin test.

Cardiopulmonary Resuscitation (CPR) Certification

Each student must complete the CPR Health Care Provider Courses (American Heart Association) and maintain the certificate throughout enrollment in the program. Students who have not submitted appropriate documentation by the designated deadline or upon request will be dropped from all classes for the subsequent semester.

PROGRESSION IN THE PROGRAM

Good Academic Standing: MSN Programs

Good academic standing is defined as having a minimum overall grade point average of a 3.0 (on a 4.0 scale), and not being on probation, number of course failures not exceeding requirements. Students must be in good academic standing in order to progress in the program.

Grading Policy

MSN Programs

The grading scale for these programs is

A = 90 – 100

B = 80 – 89

C = 70 – 79

F = 60 or below

MSN Minimum Grade Policy

MSN Administration: Must maintain a 3.0 (B) in every nursing course

NP Programs: Students are to maintain a cumulative GPA of 3.0 and must have a 2.0 (C) or higher in each course.

MSN Programs Retaking Course Policy

MSN-Administration Track: If the student fails to maintain the required GPA, he/she may retake up to 2 courses. An individual course can be repeated only one time. If a student has taken any previous nursing course(s) from another institution, in which he/she has failed and/or withdrawn due to failing will be viewed as a repeat course(s) within this nursing program.

NP Programs: If the student fails a course (earning a D or F), then the student will need to repeat the course and earn a C or higher to progress. The student may retake up to 2 courses. An individual course can be repeated only one time. Prior to retaking the course that has been failed, the student must register for and successfully pass with a B or higher in NURS 597 (Special Topics).

NP students must maintain a TAMUT cumulative GPA of 3.0 (specific to the NP track courses). If a student's GPA is less than 3.0, then the student is on Academic Probation. If the student is on Academic Probation for two consecutive semesters, then NURS 597 (Special Topics) is required prior to taking any additional courses. A grade of B or higher is required in Special Topics to progress in the program.

MSN Courses with a Clinical Component

For those nursing courses that have a clinical component in each program, the student must pass both the clinical and didactic/theory components in order to successfully complete the course and progress in the program.

MSN Course Withdrawal

Students are allowed one (1) withdrawal from any course in the nursing program. If a student must withdraw from all courses within a semester, or withdraw for the second time within a program, the student will be required to write a letter of petition to request readmission and submit to the Division of Nursing. Students are required to consult with the faculty advisor and course faculty prior to withdrawing. Failure to do so may jeopardize the continuation in the program.

Completion of Program

All MSN programs must be completed within 5 years of taking the first nursing course. The PMHNP Post-Master's Certificate Program must be completed within 3 years of taking the first TAMUT course.

WITHDRAWAL OR DISMISSAL

Withdrawing from the University

To withdraw voluntarily from all courses at the University, students must complete the proper withdrawal forms in the Registrar's Office. Courses abandoned without official withdrawal will result in a grade of "F", regardless of the time when the student ceases to attend class. For an Administrative Withdrawal the student may be withdrawn from the University involuntarily for non-payment of fees, failure to attend or participate in classes, for misrepresenting facts on the application for admission, failure to secure the required transcript(s) from colleges and universities attended, failure to document required TSI status, or as a result of disciplinary suspension (See Admissions--Transcripts). If the student is withdrawn involuntarily, he is not entitled to a refund of tuition and fees (See Tuition and Fees, Refunds of Fees).

Dismissal

Acts that may result in student dismissal from the clinical area, course or program may include the following, as outlined in Rule 215.8 of the Texas Board of Nursing Rules and Regulations relating to Nurse Education, Licensure and Practice

Any unsafe act that leads to, or could lead to, injury of a patient may result in immediate removal from the clinical setting. Consequences may range from additional written paperwork up to dismissal from the nursing program.

- Positive drug test or refusal to submit to drug testing will result in removal from the clinical practice area and may result in dismissal from the program.
- Failure to comply with professional standards of practice may result in the student being removed from clinical coursework.
- Failure to comply with standards of academic integrity (cheating or plagiarism) may result in failure of an assignment, failure of a course or dismissal from the program as outlined in the [Student Code of Conduct](#).
- Intemperate use, abuse of drugs or alcohol, or diagnosis of or treatment for chemical dependence, mental illness or diminished mental capacity will result in dismissal from the program (Rule 215.8 of the Texas Board of Nursing Rules and Regulations relating to Nurse Education, Licensure and Practice)
- Criminal behavior whether violent or non-violent, directed against person, property, or public order and decency (Rule 215.8 of the Texas Board of Nursing Rules and Regulations relating to Nurse Education, Licensure and Practice)
- Lack of good professional character as evidenced by a single incident or an integrated pattern of personal, academic, and/or occupational behaviors which indicates that an individual is unable to consistently conform his or her conduct to the requirements on the Nursing Practice Act, the Board of Nursing's rules and regulations, and generally accepted standards of nursing practice including, but not limited to: behaviors indicating honesty, accountability, trustworthiness, reliability, and integrity (Rule 215.8 of the Texas Board of Nursing Rules and Regulations relating to Nurse Education, Licensure and Practice)

Good Professional Character

Factors to be used in evaluating good professional character

- Able to distinguish right from wrong
- Able to think and act rationally
- Able to keep promises and honor obligations
- Accountable for his or her own behavior
- Able to practice nursing in an autonomous role with patients/clients, their families, significant others and members of the public who are or who may become physically, emotionally, or financially vulnerable
- Able to recognize and honor the interpersonal boundaries appropriate to any therapeutic relationship or healthcare setting
- Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when such disclosure could enhance the health status of patients/clients or the public or could protect patients/clients or the public from unnecessary risk of harm
- Article 213.27.b.2 of the Texas Board of Nursing Rules and Regulations relating to Nurse Education, Licensure and Practice.

Reinstatement

Students failing a required graduate nursing course must submit a letter of petition for continuation in the nursing program and submit it to the Division of Nursing. The petition should include a reflection on the semester, with a plan for success in the subsequent semester. The petition will be reviewed by the faculty prior to the beginning of the subsequent semester. Approval of reinstatement will depend on space and faculty availability. The student will be informed within 10 working days of the readmission decision.

MSN Dismissal Policy

Failure of more than two (2) required nursing courses will result in dismissal from the program. The failures can be two different courses, or 2 failures of the same course. A failure is defined as an overall course grade of less than 80%.

Concurrent Enrollment

Students may enroll concurrently with Texas A&M University – Texarkana and with another college or university (including correspondence coursework). No written permission for concurrent enrollment is necessary. However, a transcript will be required once the courses are completed. This transcript may be mailed directly to the TAMUT campus from the issuing college/university. Official transcripts that are hand delivered or mailed by the student will be accepted if they are in an envelope clearly sealed by the issuing university. Students may not be enrolled in concurrent enrollment during their final semester at TAMUT.

Enrollment Changes

Students should make changes or adjustments in enrollment schedules during the designated registration period. Any subsequent changes must be finalized by the deadlines posted in the Schedule of Classes published each semester. After the last day to drop without receiving a grade, students are required to obtain the signature of the instructor or dean prior to dropping or withdrawing from courses. (See “Dropping a Course” or “Withdrawing from the University”).

Cancelling Enrollment

Once enrolled for classes, students must complete one of the following: (1) pay all amounts due by the specified due date, or (2) officially withdraw from all classes prior to the first class day.

Dropping a Course

A student who wishes to drop a course(s) but remains enrolled in at least one course is required to contact the [Registrar's](#) Office to complete the official drop/withdrawal form. The procedure must be completed in its entirety, complete with required signatures, within the designated time frame per the [Academic Calendar](#). Check the Academic calendar last days to drop with a W/no grade assignment.

STUDENT SUPPORT & SERVICES

The University and the Division of Nursing provide support services for students, including academic advising, counseling, financial aid, housing and residential life, library, recreation and disability services. To access services, visit the [Student Resources](#) or the [Student Life](#) web pages.

[Financial Aid](#)

Texas A&M University – Texarkana offers many financial aid options to help pay for college expenses, recognizing that financial assistance is an important key to educational goals and success. We are committed to helping you secure your dreams at Texas A&M University – Texarkana by maximizing sources of governmental, state and institutional funding.

To better assist students, the Financial Aid office offers one-on-one counseling to answer any questions or concerns you might have. We also offer a financial literacy program to better educate our students on making the right financial choices. Click the link for further information

[Counseling](#)

Texas A&M University – Texarkana's counseling goal is to help students achieve academic and personal growth during life's transitions as well as promote a healthy campus learning environment. To that end, the University provides confidential counseling for students who are experiencing academic or personal difficulties.

Academic Advising

Academic advising for graduate students is provided by the faculty of the Division of Nursing. An academic advisor is assigned to each student upon acceptance for admission. An advising session is required initially to develop a degree plan, and before registering for each semester. To make an appointment email nursing@tamut.edu.

[Housing and Residential Life](#)

The Bringle Lake Village Residence Hall provides on-campus opportunities for housing.

[Disability Services](#)

Information related to rights and responsibility services are located at this link.

[Library – Graduate Services](#)

The John F. Moss/Palmer Memorial Library provides expanded services for graduate students and distance students. Visit the library link for a list and description of services.

GRADUATION REQUIREMENTS

In order to qualify for a MSN degree, each student must fulfill the following:

- Complete the coursework with a cumulative GPA of 3.0 (master's degree) or higher
- File an application for degree per instructions on the [Registrar's Apply for Graduation](#) website by the deadline designated on the [Academic Calendar](#)
- Pay any associated graduation fees
- Clear all financial and other obligations to Texas A&M University - Texarkana.
- Be enrolled only in Texas A&M University – Texarkana in the final semester of study prior to graduation. See the Concurrent Enrollment policy above.

Students who enroll in courses with another college/university during the semester they expect to graduate will be responsible for submitting official transcript(s) to the Registrar's Office before their degree can be awarded. The university must record final grades from all courses the student takes at another university on a student's Texas A&M University-Texarkana transcript. This requirement includes cross-registered courses, CLEP exams and courses completed through the course-exchange program. Failure to submit official transcript(s) by the deadline stated by the Registrar's Office will prevent the degree from being awarded for the intended graduation term. Students whose degree is not awarded for the intended graduation term will be required to apply for a future term.

Chapter 4: Academic Rules, Policies and Procedures

CLASSROOM & CLINICAL SETTING

No electronic devices such as laptops, cellphones, smart watches or tablets will be allowed in the classroom and/or clinical setting unless specifically instructed by the nursing faculty or staff.

ASSIGNMENTS

Late Assignments

Late assignment policy is determined per course/lead instructor.

Formatting of Assignments

In our program as in nursing as a whole, we use the APA Style of writing and citing of references. Using a single style provides the uniformity and accuracy needed to retrieve resources and sets a standard across the profession. This is the style required by most nursing publications.

References used within all the nursing programs must be dated within the past 5 years. The exception would be seminal references, such as the original publication of an important work. Students are to use peer-reviewed references and avoid lay literature, internet articles that are not peer-reviewed, Wikipedia and other such sources.

We expect that you will be proficient in the use of this style. All assignments must be submitted as a WORD document (not WORKS) unless otherwise designated by course faculty.

Assignments not submitted in APA format will NOT be accepted. If a paper is returned for this reason, the student may resubmit one time but will lose 5 points per calendar day for each day the assignment is late, beginning with the original due date.

A caution about direct quotations: None or One Rule

The tendency in writing is often to cite sources with direct quotations, but this approach does not demonstrate your ability to synthesize the material, to think critically or to apply the information. So, we usually limit discussion board direct quotations to "none or one" per discussion board post and per assignment. It is rare that a direct quotation is needed in a discussion board post.

In a formal paper, use a direct quote only when the essence of the statement would be lost if paraphrased. The "none or one" rule also applies to formal papers.

Secondary Sources

Another common error is in the overuse of secondary sources. Please read the material in the APA Manual regarding secondary sources carefully. It is best to avoid all secondary sources, accessing the original source if at all possible. You should interpret the material yourself instead of depending on someone else's interpretation.

Time Limitations for Completion of Degrees

MSN

Candidates for the MSN are expected to complete all requirements for completion of the respective degree within 5 calendar years. If all requirements are not fulfilled within that time, a one-year extension may be requested by the student and approved by the Associate Dean of Academic Affairs. The formal request for a one-year extension should be prior to the beginning of the 4th year. The term of the extension will not exceed one calendar year and, in all cases, 7 calendar years is the maximum time limit for completion of all degree requirements for MSN students.

Course and Faculty Evaluation

It is the student's right and responsibility to provide constructive feedback to faculty and administrators of the nursing program by participating in mid-term, course, faculty, and clinical evaluation process. The feedback is used by administration and faculty to effect continuous quality improvement.

The student will also be expected to provide a self-evaluation periodically, using standardized approaches or self-reflection, as designated in specific courses and as a part of the Student Professional Portfolio.

Academic Probation

If a student receives a grade of "C", "D" or "F" in any course in any given semester, the student will automatically be placed on probation and notified in writing of probation status. The student will remain on probation until the course is repeated with a "B" (Master's program) or better. The course can only be retaken one time. Students are allowed to repeat only one course during their enrollment in the program. If a student repeats a course which he/she has failed in the nursing program, the official grade is the last one earned.

Readmission

A returning or readmit application is required if the student has previously attended TAMUT but has been on break for a year or longer. Readmission to the program will depend on space available basis.

Incomplete "I" Grade Policy

An incomplete grade ("I") may be assigned when there is unfinished work and the student meets criteria established by university policy. A student who requests an incomplete must initiate contact with the faculty member. This discussion will be converted to a written Incomplete Contract and signed before the last class meeting of the semester in which the "I" will be recorded.

The student and the faculty member should discuss a plan, including a schedule, for completing the remaining work prior to the conferral of an "I". **All requirements of the contract must be satisfied in order for the student to progress in the program.**

Grade Grievance and Appeal Process

Nursing or professional students who believe that disciplinary actions stemming from suspension or blocks for scholastic deficiency, and disputes over final course grades or evaluation of performance on examinations required by the division, intercollegiate faculty or the Nursing advisory committee were made on an arbitrary, capricious or prejudiced basis may appeal such decisions through the appeals process specified in the Texas A&M University – Texarkana Student Rules (59. Nursing Appeals Panel). In

such appeals the burden of proof is upon the student to demonstrate that the evaluations in question were arbitrary, capricious or prejudiced. [TAMUT Grade Grievance and Appeal Process](#)

Evaluation of Faculty, Courses, and Program

Student participation in faculty, course, and program evaluations is both the student's right and responsibility. The process of evaluation is viewed as the student's opportunity for input into curriculum development and the assessment of faculty effectiveness and student learning needs. Students are therefore encouraged to participate in all evaluations which will be done during the course of each semester. Evaluations are anonymous.

Exam Guidelines

Exams, quizzes and other assignments in online courses are administered/monitored electronically or face-to-face. Policies and procedures related to specific exams are available in the syllabus of each course. Exams/quizzes are available at times specified by the policies of each course. Information regarding exam software and specific student support related to exams will be posted in each individual course.

Chapter 5: Clinical Policies

No electronic devices such as laptops, cellphones, smart watches and tablets will be allowed in patient care areas during clinical hours.

Clinical Experiences

Clinical Experiences Clinical experiences enable the nursing student to “integrate foundational and advanced specialty knowledge,” “design evidence-based interventions,” “apply innovative and evidence-based strategies,” and “promote person-centered care” (AACN, 2021). Clinical experiences will occur in a variety of settings and offer exposure to a variety of populations.

Clinical Learning Outcomes

Clinical learning outcomes for graduate nursing students in the FNP and PMHNP tracks are designed to ensure competency in advanced practice roles. These outcomes focus on the integration of evidence-based practice, clinical decision-making, patient-centered care, and interprofessional collaboration across diverse populations. Students are expected to demonstrate safe, ethical, and culturally competent care in complex clinical settings. Achievement of these outcomes is assessed through direct clinical experiences, faculty and preceptor evaluations, and completion of clinical logs and reflective assignments.

FNP Clinical Learning Outcomes:

- Demonstrate application of advanced knowledge in the health promotion, disease prevention, diagnosis, and management in family practice with diverse populations of individuals, groups, and families across the lifespan
- Integrate history, interview, and physical exam data with the knowledge of pathophysiology of acute and chronic disorders across the life span to develop appropriate differential diagnoses, and initiate appropriate patient-centered interventions
- Implement traditional and complementary pharmacological interventions into the treatment and management of acute and chronic illnesses
- Include social, cultural, and spiritual components in patient-centered plans of care for patients and families
- Demonstrate core professional values and ethical/legal standards in the implementation of the Family Nurse Practitioner role
- Continue to identify and integrate evidence-based findings to the diagnosis and management of acute and chronic illnesses across the life span
- Use self-reflection to evaluate progress in professional development in the role of the nurse practitioner as a member of an interprofessional team
- Analyze patient safety, quality indicators, patient access, cost, and outcome improvement in the delivery of quality primary care to patients

PMHNP Track Clinical Learning Outcomes:

- Demonstrate application of advanced knowledge in the health promotion, disease prevention, diagnosis, and management in psychiatric practice with diverse populations of individuals, groups, and families across the lifespan.
- Integrate history, interview, mental health exam, and physical exam data with the knowledge of pathophysiology and psychopathology of acute and chronic disorders across the life span to develop appropriate differential diagnoses, and initiate appropriate patient-centered

interventions.

- Implement traditional and complementary pharmacological interventions into the treatment and management of psychiatric illnesses.
- Include social, cultural, and spiritual components in patient-centered plans of care for patients and families.
- Demonstrate core professional values and ethical/legal standards in the implementation of the Psychiatric Mental Health Nurse Practitioner role.
- Continue to identify and integrate evidence-based findings to the diagnosis and management of psychiatric illnesses across the life span.
- Use self-reflection to evaluate progress in professional development in the role of the nurse practitioner as a member of an interprofessional team.
- Analyze patient safety, quality indicators, patient access, cost, and outcome improvement in the delivery of quality mental health care to patients.

Clinical Preceptors

Clinical experiences may involve direct faculty supervision or indirect faculty supervision with the guidance of a preceptor.

For the MSN-Admin track, if clinical experiences involve a preceptor, the faculty and student together may select a preceptor and clinical site.

For the NP programs, if the clinical experience involves a preceptor, then the program director will assign the student a clinical site and preceptor. The student may request a clinical site and preceptor, and this will be approved on a case-by-case basis.

Clinical preceptors will be chosen according to the learning needs of the student, course content, the experience/expertise of the preceptor and the opportunity within the clinical agency for student access to clinical services. The criteria for selection of clinical preceptors are (adapted from the Texas Administrative Code, Chapter 219.10, Texas Board of Nursing)

- Currently licensed healthcare professionals who can provide supervision and teaching in clinical settings appropriate for student learning.
- Practicing in a clinical agency that meets course-specific clinical learning needs.
- Written course objectives shared with clinical preceptors.

Course faculty will communicate regularly with the clinical preceptor and student for the purpose of monitoring and evaluating learning experiences. This communication may consist of physical site visits, conference calls, online conferences, and written communication. The faculty will solicit preceptor input prior to performing formative and summative evaluations of the student's clinical performance. The ultimate responsibility for the assignment of grades belongs to the faculty. Details regarding the choice of preceptors and the roles of faculty, students and preceptors are available in the Preceptor Handbook.

When providing clinical care, students are held to professional standards for registered nurses (i.e. What would the reasonably prudent nurse with like education and experience do). This includes but is not limited to adherence to the Texas Nurse Practice Act (NPA), University and facility/agency policies and procedures. Clinical paperwork and assignments are due as indicated by faculty in the course syllabus. Students are responsible for adhering to any additional clinical expectations and guidelines outlined in course syllabi.

- Please note: All clinical hours and encounter details must be added into Exxat within 7 days. Failure

to do so may result in progressive discipline that may include being pulled from the clinical setting and/or exclusion of clinical days/encounters that have not been appropriately documented in Exxat.

Clinical Attendance

Students are expected to attend all scheduled clinical experiences, arriving on time and prepared in appropriate attire. Failure to appear for scheduled clinical experiences, coming unprepared, and tardiness are viewed as unprofessional behavior and may result in failure of the course. The course syllabus will provide information regarding the attendance policy for each course. As a professional courtesy, students should provide a minimum of 24-hour notice to preceptors of any expected absences. Students are responsible for completing required clinical hours within the semester time frame.

Clinical Absences

All clinical absences will be made up, per course requirements. The course coordinator will plan for clinical make up and communicate to faculty and students.

Clinical Evaluation

Clinical experiences are constructed to allow the student to apply classroom learning in the clinical area and are vital to the educational process. Clinical learning and evaluation is guided by the course objectives. To determine if learning has taken place, the faculty and/or preceptor must evaluate the student's learning and performance and all spheres of learning, cognitive, psychomotor and affective. Additionally, the student provides an evaluation of the clinical preceptor, clinical faculty, and clinical agencies.

Clinical Hour Requirements for NP Programs

NP students are expected to be familiar with the hour requirements of their program as well as the content and documents (including evaluations) found in the *Handbook for Nurse Practitioner Clinical Students*.

The Psychiatric Mental Health Nurse Practitioner (PMHNP) Track BSN to MSN track requires 690 direct patient care hours and 90 simulation hours (with the exception of students who have taken and have been given credit for an Advanced Assessment course taken at another university). The post-master's PMHNP track requires 690 direct patient care hours and 45 simulation hours. Additionally, unless provided an exemption, NURS 540 is required and includes 45 simulation hours.

Each clinical hour may only be counted once. For example, if a patient is an adult and is receiving medication for a substance use disorder, the patient encounter may be counted as medication management OR substance abuse medication management, but not both.

Definitions:

Simulation Hours: Hours spent in simulation, may include APRN core courses and/or psychiatry-specific courses. Activities/experiences will be described and evaluated by faculty per course. The intent of the simulation is to prepare the PMHNP student for success in the clinical setting.

Medication Management Hours: Hours spent in direct-patient care with a focus on the prescribing and management of psychotropic medications, diagnostics, and management of psychiatric and comorbid medical illness.

Psychotherapy Hours: Hours spent in direct-patient care with a focus on delivering psychotherapy in the individual, group, or family setting.

PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER CLINICAL HOUR REQUIREMENTS FOR BSN to MSN TRACK

Texas A&M Texarkana's Psychiatric Mental Health Nurse Practitioner (PMHNP) Track BSN to MSN track requires 780 direct patient care hours and 90 simulation hours. Each clinical hour may only be counted once. For example, if a patient is an adult and is receiving medication for a substance use disorder, the patient encounter may be counted as medication management OR substance abuse medication management, but not both.

Simulation Hours

NURS 542	45
NURS 550	45

Direct Patient Care Hours

NURS 553	90
NURS 554	90
NURS 555	300
NURS 556	300

Required Patient Populations

Child/Adolescent Medication Management	90
Geriatrics Medication Management	90
Adult Medication Management	90
Substance Abuse Medication Management	90
Psychotherapy *Hours must be in both group and individual therapy	135
Other Medication Management Hours (Population to be determined by student)	285

** Deviations from the above hour requirements must be approved by the NP Coordinator.

Definitions

Simulation Hours: Simulation hours may include APRN core courses and/or psychiatry-specific courses. Activities/experiences will be described and evaluated by faculty per course. The intent of the simulation is to prepare the PMHNP student for success in the clinical setting.

Medication Management Hours: Hours spent in direct-patient care with a focus on the prescribing and management of psychotropic medications, diagnostics, and management of psychiatric and comorbid medical illness.

Psychotherapy Hours: Hours spent in direct-patient care with a focus on delivering psychotherapy in the individual, group, or family setting.

Pediatric: Birth to 17; **Adult:** 18 to 59; **Geriatric:** 60 and older; **Substance abuse:** Therapy OR medication management hours in the substance abuse setting.

PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER CLINICAL HOUR REQUIREMENTS FOR POST-MSN TRACK

Texas A&M Texarkana's Psychiatric Mental Health Nurse Practitioner (PMHNP) Track post-MSN track requires 780 direct patient care hours. Additionally, unless provided an exemption, NURS 542 is required and includes 45 simulation hours. Each clinical hour may only be counted once. For example, if a patient is an adult and is receiving medication for a substance use disorder, the patient encounter may be counted as medication management OR substance abuse medication management, but not both.

Simulation Hours

NURS 542	45
NURS 550	45

Direct Patient Care Hours

NURS 553	90
NURS 554	90
NURS 555	300
NURS 556	300

Required Patient Populations

Child/Adolescent Medication Management	90
Geriatrics Medication Management	90
Adult Medication Management	90
Substance Abuse Medication Management	90
Psychotherapy *Hours must be in both group and individual therapy	135
Other Medication Management Hours (Population to be determined by student)	195

** Deviations from the above hour requirements must be approved by the NP Coordinator.

Definitions

Simulation Hours: Simulation hours may include APRN core courses and/or psychiatry-specific courses. Activities/experiences will be described and evaluated by faculty per course. The intent of the simulation is to prepare the PMHNP student for success in the clinical setting.

Medication Management Hours: Hours spent in direct-patient care with a focus on the prescribing and management of psychotropic medications, diagnostics, and management of psychiatric and comorbid medical illness.

Psychotherapy Hours: Hours spent in direct-patient care with a focus on delivering psychotherapy in the individual, group, or family setting.

Pediatric: Birth to 17; **Adult:** 18 to 59; **Geriatric:** 60 and older; **Substance abuse:** Therapy OR medication management hours in the substance abuse setting.

FAMILY NURSE PRACTITIONER CLINICAL HOUR REQUIREMENTS FOR BSN to MSN TRACK

Texas A&M Texarkana's Family Nurse Practitioner (FNP) Track BSN to MSN track requires 780 direct patient care hours and 45 simulation hours. Each clinical hour may only be counted once.

Simulation Hours

NURS 542	45
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Direct Patient Care Hours

NURS 563	90
NURS 564	90
NURS 565	300
NURS 566	300

Required Patient Populations

Child/Adolescent	135
Geriatrics	135
Women's Health	135
Adult Management	135
Substance Abuse OR Rural Health	105
Elective Hours	135

**Deviations from the above hour requirements must be approved by the NP Coordinator.

Definitions

Pediatric: Birth to 17; **Adult:** 18 to 59; **Geriatric:** 60 and older; **Substance abuse:** Medication management hours in the substance abuse setting; **Rural Health:** Medication management in the rural health setting, to be approved by NP Coordinator; **Elective Hours:** To be approved by NP Coordinator.

FAMILY NURSE PRACTITIONER CLINICAL HOUR REQUIREMENTS FOR POST-MSN TRACK

Texas A&M Texarkana's Family Nurse Practitioner (FNP) Post-MSN track requires 780 direct patient care hours and 45 simulation hours. Additionally, unless provided an exemption, NURS 542 is required and includes 45 simulation hours. Each clinical hour may only be counted once.

Simulation Hours

NURS 542	45
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Direct Patient Care Hours

NURS 563	90
NURS 564	90
NURS 565	300
NURS 566	300

Required Patient Populations

Child/Adolescent	135
Geriatrics	135
Women's Health	135
Adult Management	135
Substance Abuse OR Rural Health	105
Elective Hours	135

**Deviations from the above hour requirements must be approved by the NP Coordinator.

Definitions

Pediatric: Birth to 17; **Adult:** 18 to 59; **Geriatric:** 60 and older; **Substance abuse:** Medication management hours in the substance abuse setting; **Rural Health:** Medication management in the rural health setting, to be approved by NP Coordinator; **Elective Hours:** To be approved by NP Coordinator.

DRESS CODE/UNIFORMS POLICY FOR MSN STUDENTS

The Division of Nursing expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting as well as in the classroom. Clinical faculty will have final judgment on the appropriateness of student attire and corrective action for dress code violations. In general, when nursing students' practicum experiences are in primary, acute or long-term care facilities the student should

- Wear business casual clothes (no jeans) with clean and pressed white lab coats. The lab coat must not have any other identifiers on it. Covering identifiers with tape is not acceptable.
- Wear the TAMUT Division of Nursing name tags at all times in practicum experiences.
- Wear only close-toed shoes in the acute care setting.
- In the community setting, nursing students are expected to wear business casual with the Division of Nursing name badge.

Unsatisfactory Performance/Safety

Faculty and/or preceptors may request that a student be removed from the clinical setting if the level of performance does not meet an acceptable level of competence. If a student is removed from a clinical setting due to concerns about safety or competence, he/she will not be allowed to continue in other course clinical courses until the situation has been resolved. Legal and ethical grounds exist for the dismissal of a student who is clinically deficient. Any unsafe act that leads to, or could lead to, injury of a patient may result in immediate removal from the clinical setting. Consequences may range from additional written paperwork up to dismissal from the nursing program. Errors related to patient care are to be reported to preceptors and clinical faculty.

Unsafe Clinical Performance

Any act, omission or commission that may result in harm to the patient is considered unsafe clinical practice. Unsafe clinical practice includes but may not be limited to the following:

- Harm or threats to harm the physical, psychological, microbiological, chemical, or thermal safety of a patient
- Lack of incorporation of previously mastered principles, learning or objectives in carrying out nursing actions
- Inappropriate independence in action or decisions or failure to recognize one's own limitations

- Lack of adherence to guidelines for infection control
- Failure to accept moral or legal responsibility for one's own actions
- Impaired practice* as determined by the clinical faculty or facility personnel.

*Impaired practice is arriving at the clinical site in a condition that reflects the inability to administer nursing care safely or effectively due to impaired cognitive functioning.

Unsafe clinical performance will result in immediate dismissal from the practicum experience with a failing grade. A failure in the clinical portion of the course results in failure of the course, regardless of the student's grade in the theory portion of the course.

Confidentiality

Students will maintain confidentiality of personal health information (PHI) adhering to University and institutional/agency policies. Violation of confidentiality, including photocopying PHI documents, taking photographs, removing documents or postings on internet social networking sites will be subject to disciplinary action (Refer to HIPAA policy), including strict patient and peer confidentiality about the scenario, actions of participants and debriefing sessions of simulation experiences.

Student Identification

University ID badges must be worn at all times in the clinical setting. Any student who forgets their ID badge may be dismissed from clinical until they present with proper identification.

HIPAA Policy

All educational experiences in the Division of Nursing abide by Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations. In addition, the Division of Nursing adheres to the new national privacy standards issued by the U.S. Division of Health and Human Services that went into effect on February 17, 2010. For further information on each of these laws, please consult <https://www.hhs.gov/hipaa/index.html>.

Needlestick Guidelines

The Division of Nursing endorses standard precautions as the single best strategy to reduce the risk of bloodborne pathogen (BBP) exposure. Healthcare personnel are at risk for occupational exposure to bloodborne pathogens, including hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV). Exposures occur through needlesticks or cuts from other sharp instruments contaminated with an infected patient's blood or through contact of the eye, nose, mouth, or skin with a patient's blood. Adequate barrier protection (e.g., gloves, safety glasses, mask) when performing any activities is needed where the potential exists for BBP exposure. Familiarity with and use of safety devices on needles, syringes, and intravenous equipment can also reduce the risk of accidental BBP exposure.

Students who have been exposed to needlesticks or to potentially infectious blood or blood products or body fluids should follow current [Center for Disease Control](#) guidelines for exposure. Any expenses incurred by treatment are the sole responsibility of the student.

First Aid for percutaneous and mucocutaneous exposures:

1. Needlesticks or puncture wounds: express blood from wound, scrub area vigorously with soap and water for 5 minutes.
2. Oral mucous membranes: rinse the area several times with an oxygenating agent such as 50% strength Hydrogen Peroxide. Do not swallow.

3. Ocular (remove contacts if applicable): irrigate immediately with water or NS solution.
4. Human bite: cleanse with povidone-iodine and sterile water.

Substance Abuse Rules

The Division of Nursing requires all students to participate in a drug screen upon acceptance into the program. The student is responsible for obtaining a drug screen at their expense.

Drug Screen Panel

Each student will submit a drug screen (minimum of 10 drugs) prior to admission to the program.

If a positive drug screen is reported, the student will not be allowed to participate in the clinical component of the course at the assigned clinical agency or any other clinical agency. The student will be required to withdraw from all clinical courses with the grade earned at that point in the semester. If proof is provided that the student is currently receiving treatment, the student may continue in non-clinical courses.

For the protection of patients, faculty, staff, and students, the Division of Nursing retains the right to require a student to submit to testing for substance abuse at the student's expense when the nursing program has reasonable cause to believe that a student is abusing controlled substances.

- Observable phenomena, such as direct observation of drug use or the physical symptoms or manifestations of being under the influence of a drug or alcohol, such as, but not limited to, slurred speech, noticeable change in grooming habits, impaired physical coordination, inappropriate comments or behaviors, or pupillary changes
- Abnormal conduct or erratic behavior, absenteeism, tardiness or deterioration in performance • Report of drug use provided by credible sources
- Evidence that a student has tampered with a previous drug or alcohol test
- Possession of drug paraphernalia

If a faculty member observes such behavior, the faculty member must excuse or remove the student from the educational or patient setting immediately. The student will be transported immediately to the designated site for a drug screen. The cost of the testing will be the responsibility of the student. The student will designate the results of the test to be sent directly to the program director of the Division of Nursing. Failure to do so may automatically result in dismissal from the program.

If questionable behavior is observed by a preceptor or other agency personnel, such persons shall have the authority to take action in the same manner as an assigned faculty member.

Appeal and Retesting Guidelines

Positive tests may be appealed by submitting a written request to the Dean or Associate Dean within three (3) business days after being informed of positive test results. The appellant has the right to have a second test performed at a certified laboratory and all expenses of such retest will be the responsibility of the student. The specimen transfer between laboratories will follow standard protocol.

Disciplinary/Actions

Any student who fails an alcohol or drug test will be subject to disciplinary sanctions and a disciplinary hearing. These sanctions could result in dismissal. An individual's participation in and successful completion of an approved drug or alcohol counseling program coupled with his/her consent to random

testing may be considered in the disciplinary process but does not ensure that dismissal will not occur. The Dean will make the final decision on the action to be taken.

Refusal to Consent to Testing

Any student who refuses to consent to an alcohol or drug test or fails to provide an adequate specimen will be subject to discipline, up to and including dismissal.

Duty to Report

The Texas Board of Nursing (BON) has a policy that any substance-related condition(s) may affect the ability of a nurse to safely perform nursing duties, thus creating a threat to public safety. The policy applies to all nurses or those individuals seeking to obtain licensure. A nursing education program shall report a student to the BON if they have reasonable cause to suspect that the ability of the nursing student to perform the services of the nursing profession would be, or would reasonably be expected to be, impaired by chemical dependency (as noted in the [Nursing Practice Act Section §301.404](#) starting on page 26). Students should be aware that test results may be used for administrative hearings and court cases and may be sent to state and /or federal agencies as required by applicable law. Beyond the scope of these regulations, every effort will be made to keep the results of alcohol and drug testing confidential.

Clinical Skills and Simulation Center (CSC)

The policies and procedures for the CSC are available in Appendix C

Chapter 6: Professional Conduct and Integrity

Each student enrolled in the TAMUT Division of Nursing is expected to uphold the professional code of ethics established for and by the nursing profession. Any conduct or performance considered unsafe or detrimental to the health and safety of a patient, harmful to the hospital or school environment, or lacking in professionalism will result in disciplinary action.

Any situation that threatens patient safety, exhibits a lack of moral character, demonstrates a lack of professionalism or good judgment, and/or is a violation of the Division of Nursing or clinical agency policy may result in immediate termination from the program.

Verbal or written derogatory statements about patients, clinical placements, the TAMUT Division of Nursing, nursing students, faculty or staff will be subject to disciplinary action. This includes postings on internet social networking sites (i.e. Facebook, Twitter, YouTube, etc.).

Professional Code of Ethics

The Division of Nursing has primary jurisdiction over reports of behaviors that implicate the Professional Standards of the academic program. The nursing profession expresses its moral obligations and professional values through the Code of Ethics for Nurses (ANA, 2008). Each student should read the [American Nurses Association Code of Ethics](#) and be accountable for its contents. The Code of Ethics for a profession makes explicit the primary goals, values, and obligations of the profession. Students are expected to function within the framework of the American Nurses Association Code for Nurses.

Nursing students are expected not only to adhere to the morals and norms of the profession but also to embrace them as part of what it means to be a nurse. The nurse recognizes that his/her first obligation is to the patient's welfare.

Students are expected to demonstrate and embrace the following principles:

- Be responsible for his/her own learning and clinical practice and honor other students' right to learn and be successful in academic and clinical environments.
- Demonstrate respect in verbal and non-verbal behaviors to all others in clinical and academic settings. The use of abusive language or disruptive behavior directed toward faculty, staff, or other students will not be tolerated.
- Provide safe, competent care, seeking assistance when personal knowledge and/or skill are not adequate. Avoid the use of any substances that would impair clinical ability or judgment.
- Provide the same standard of care to all patients and families regardless of race, ethnicity, age, sexual preference, disability, religion, economic status, employment status, or the nature of their health problem. Accept that others have the right to their own cultural beliefs and values and respect their choices.
- Act in a manner that contributes to the development and maintenance of an ethical educational and practice environment. Recognize that the primary commitment in clinical practice is to the patient and that respectful interactions are expected.
- Refrain from unauthorized use or possession of school or clinical setting's equipment, patient's belongings, or items dispersed or intended for patient use.
- Students may purchase the Code for Nurses by contacting the American Nurses Association Publishing Company or it can be downloaded at: <https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/code-of-ethics-for-nurses/>

Expectations of Academic Integrity

The TAMUT Division of Nursing philosophy is that academic dishonesty is inconsistent with appropriate professional behavior for the nursing student. Dishonesty will not be tolerated and appropriate punitive actions will be enforced. Accordingly, the penalties for academic dishonesty are severe and may include permanent dismissal from the program. See Chapter 1 of this Handbook.

Both faculty and students are charged with the responsibility for reporting all offenses to the Program Director. An instructor may take immediate action during an examination or other point-generating activity in order to maintain the integrity of the academic process. The policy for offenses related to academic integrity is included in the syllabus for each course.

Penalties are imposed only after a careful investigation of all the facts. It is important for each student to understand the philosophy and current practices within the Division of Nursing and the University to deal with academic dishonesty in a positive, clear, and comprehensive manner. The underlying goal of this philosophy and the current practice is to encourage the very best learning and professional growth among each student.

APPENDIX A

Texas A&M University – Texarkana Division of Nursing Student Statement of Receipt

All students are required to read and agree to abide by the policies in the Division of Nursing, Nursing Student Handbook, Code of Ethics for Nurses and the rules and regulations of the Texas Board of Nursing as applicable.

I, _____ (printed name), have been informed that I am bound by the current rules, regulations, or policies of the Texas A&M University System, the Texas A&M University – Texarkana rules and regulations in the University catalog and the *Nursing Student Handbook*.

____ I agree to safeguard client (patient) confidentiality and will only reveal client information to authorized individuals. If I violate client confidentiality, I will be subject to dismissal from the program.

____ I agree to abide by the rules and regulations of any affiliated clinical agencies, such as additional immunizations or pulmonary screenings, dress codes, criminal background checks, drug analyses, etc. Should a situation render me ineligible to be placed at any approved clinical site, I realize I may be dismissed from the nursing program.

____ I consent to the videotaping/photographing/audio recording of myself in simulation and clinical laboratory situations. I understand that recordings may be used by Texas A&M University – Texarkana for educational or promotional purposes.

____ I have been provided access information to the National Council of State Boards of Nursing *A Nurse's Guide to the Use of Social Media* (2011) and agree to follow the guidelines entitled *How to Avoid Disclosing Confidential Patient Information* contained in this document.

____ I am able to effectively and safely perform the duties and responsibilities of a nursing student.

____ I have reviewed the Substance Abuse Rules. I understand that refusal to submit to substance testing will result in discipline that may include dismissal from the nursing program.

____ I have received information regarding access to the Texas Board of Nursing Licensure Eligibility rules and information related to access to the Petition for Declaratory Order form. I understand that failure to meet the TBON requirements may make me ineligible for licensure and/or continuation in the nursing program.

____ I have been informed about the above policies and have initialed each item to signify my understanding of these policies, acknowledging that any questions have been answered to my satisfaction.

My signature below verifies receipt of this information and agreement to comply. I understand that this verification of receipt will be maintained in my permanent file.

Signature

Date

APPENDIX B

TEXAS A&M UNIVERSITY – TEXARKANA DIVISION OF NURSING

CLINICAL SIMULATION CENTER (CSC) POLICIES AND PROCEDURES STUDENT EXPECTATIONS

Introduction

The Clinical Simulation Center (CSC), Texas A&M University – Texarkana provides a safe, quality learning environment devoted to the student development of clinical skills, critical thinking, clinical reasoning and clinical judgment. The CSC provides an opportunity for the application of didactic learning to clinical practice by replication of the clinical environment in a realistic practice context.

The CSC contributes to the mission of the Division of Nursing by the emphasis on

- The creation of a learning environment that values and respects the intrinsic worth of each individual
- Providing the highest quality educational experiences
- A compassionate, holistic approach to patient care
- An evidence-based approach to nursing practice
- The accountability of each practitioner for safety and quality

Expectations of Students

Orientation

Students are to attend an orientation prior to participation in any activities in the CSC, followed by signing a confidentiality statement and an authorization release for video/photography.

Use of facilities

All simulation and skill facilities are to be used exclusively for events that involve simulation learning and are not to be used for meetings, lectures or conferences unless given permission by the Chair of Nursing. Student Practice/Remediation can be scheduled by the student by submitting a request at least 24 hours prior to the session.

Equipment

Clinical skills and simulation equipment, electronic equipment and other resources within the CSCC are property of the university and subject to the policies of the university. Personal use of equipment, electronics and other resources is prohibited.

All simulated patients in the lab are to be treated as if they are real persons. This includes addressing by name, affording privacy and confidentiality, respect in action and communications, and the compassion afforded all patients.

The skills & simulation labs are not latex-free or betadine-free facilities. If you have a latex or iodine allergy it is important to notify staff and faculty prior to learning experiences or practice.

The CSC does not use any real medications; none of the simulated medications are pharmacologically active.

Report any incidents or malfunction of equipment to the CSC staff. If no one is immediately available, leave a detailed note on the desk regarding particular equipment and problems encountered.

Do not use any pens or markers in the area of simulators or trainers.

Return all supplies and equipment that you have used to their designated storage location if instructed by faculty

Return the patient care unit to its original condition: manikins have gowns, beds are made, in a low position, side rails down, over bed table placed across the foot of the bed.

Dispose of all sharps in sharps containers. Do not recap sharps.

Do not dispose of any equipment that contains fluid in trash containers without draining fluids – ask for instructions from faculty or CSC personnel.

The student is responsible for the safety and security of all personal belongings.

Dress

Usual student dress within the CSC is student uniform as outlined in the Student Dress Code Policy for Clinical Dress.

Faculty may designate a different dress policy for specific learning experiences. Individually scheduled skills practice sessions require business casual clothes with clean and pressed white lab coats and student name pin/name tag.

All students must wear student ID at all times within the skills/simulation environment.

Confidentiality

Students will maintain confidentiality of personal health information (PHI) adhering to University and institutional/agency policies. Violation of confidentiality will be subject to disciplinary action, as the HIPPA policy is enforced regarding health information in simulation as in clinical practice. Because simulation experiences replicate clinical practice and is an important aspect of clinical learning, strict patient and peer confidentiality about the scenario, actions of participants and debriefing sessions of simulation experiences is included in this policy.

Students will not discuss any aspect of the simulation experience with any person other than in the learning experience in the simulation lab.

Conduct

The CSC is a learning environment. Conduct that is inappropriate to any classroom or clinical learning experience is prohibited in the labs. Environmental factors such as excessive noise and interruptions of learning activities are prohibited. Students are not to wander or loiter in the CSC areas. Students should participate in scheduled activities and then leave the area for breaks and conversation. Individuals failing to comply will be required to leave the simulation area.

Communication

All communication should be professional and demonstrate respect for others. No profanity or obscene language will be tolerated.

Integrity

In addition to confidentiality, integrity includes

- Respect for others in all interactions, including students, faculty and staff
- Respectful treatment of skills and simulation manikins as if the manikins are real patients. Manikins should be approached with the name assigned in the simulation/skills scenario with the same rights and privileges due a patient in a clinical setting
- Academic integrity as outlined in the Nursing Student Handbook

Food and Drink

Food and drinks are allowed only at the large tables, break areas, and in the debriefing areas (closed containers are required) with the instructor's permission. No food/drink is allowed in the skills or simulation labs in the area of manikins or electronic equipment.

Texas A&M University – Texarkana
Division of Nursing
Clinical Skills and Simulation Laboratory
Simulation Confidentiality and Recording Agreement

In consideration of the educational opportunity to obtain practical experience in a simulated patient environment, I understand the significance of confidentiality with respect to information concerning the simulation scenarios, the simulated patients, and fellow students. I understand that active participation in the simulation scenarios is part of the course requirements. In addition, I understand that the simulation scenarios are videotaped and used for debriefing purposes and shared only with appropriate faculty.

I agree to adhere to the following conditions and guidelines throughout my educational experience at Texas A&M University – Texarkana:

- The simulation mannequins are to be treated with respect and handled with care as if they were living patients in every sense, morally, ethically and legally.
- I will uphold the requirements of the Health Insurance Portability and Accountability Act (HIPAA) and any other federal or state laws regarding confidentiality. As the simulation mannequins are to be treated as live patients, all patient information is to be privileged and confidential. Any viewing, discussion, or disclosure of patient information to another individual, including other students, whether intentional or unintentional, is a violation of HIPAA and will lead to disciplinary action.
- I understand that patient information may be viewed, used, disclosed, and discussed only with other students, faculty or coordinators participating in the simulation. Any viewing, discussion, or disclosure of this information outside of the simulation environment is a violation of HIPAA and other state and federal laws.
- I agree to demonstrate respect and confidentiality for all communications, actions or performance of fellow students and faculty in the simulation experience or during the debriefing session.
- I agree to report any violations of confidentiality or other violations of this agreement that I become aware of to my facilitator or faculty.
- I understand that simulation and debriefing sessions may be audio or videotaped or otherwise recorded to be used for formative and summative evaluation of learning.

Signature: _____

Printed Name: _____

Date: _____

APPENDIX C

Texas A&M University – Texarkana Division of Nursing Substance Abuse Testing Policy

The Division of Nursing retains the right to require a student to submit to testing for substance abuse at the student's expense when the nursing program has reasonable cause to believe that a student is abusing controlled substances. Behaviors may include:

- Observable phenomena, such as direct observation of drug use or the physical symptoms or manifestations of being under the influence of a drug or alcohol, such as, but not limited to, slurred speech, noticeable change in grooming habits, impaired physical coordination, inappropriate comments or behaviors, or pupillary changes
- Abnormal conduct or erratic behavior, absenteeism, tardiness or deterioration in performance
- Report of drug use provided by credible sources
- Evidence that a student has tampered with a previous drug or alcohol test
- Possession of drug paraphernalia

If a faculty member observes such behavior, the faculty member must excuse or remove the student from the educational or patient setting immediately. The student will report immediately to the designated site for a drug screen. The cost of the testing will be the responsibility of the student. The student will designate that the results of the test be sent directly to the program director of the Division of Nursing. Failure to do so may automatically result in dismissal from the program.

Any student who refuses to consent to an alcohol or drug test or fails to provide an adequate specimen will be subject to discipline, up to and including dismissal.

Further explanation of the procedure for testing, sanctions to be imposed if substances (alcohol or drugs) are detected and the duty of the Division of Nursing to report substance-related conditions to the Texas Board of Nursing are outlined in the student handbook.

I acknowledge receipt of this policy and agree to abide by its terms.

Student Printed Name

Date

Student Signature

APPENDIX D

Texas A&M University – Texarkana Division of Nursing

ACADEMIC INTEGRITY STATEMENT

My signature & date below indicates that I have read and understand the policy of the Division of Nursing on academic integrity and am committed to acting honestly and ethically throughout the nursing program, in pursuit of my academic goals.

Printed Name

Signature

Date