Adult Degree Program in Nursing
&
Graduate Nursing
Student Handbook

Messiah University
One University Ave
Mechanicsburg, PA 17055
717.691.6054

Table of Contents

Introduction & Welcome

Dear Student,

Congratulations and welcome (or welcome back) to Messiah University! Entry into an Adult Degree or Graduate Program in Nursing is an exciting new adventure in your professional career. For some of you, the transition back to school may feel unfamiliar, but the faculty and staff are committed to supporting you.

The Adult Degree Program (ADP) in Nursing and Graduate Nursing Student handbook is available online via the "Nursing ADP Resources or Graduate Nursing Resources Canvas sites" or via the Graduate Nursing webpage. The purpose of the handbook is to provide students with essential information about the Department of Nursing, requirements for your program of study, and overall expectations of Messiah ADP and graduate students. It is the student's responsibility to review the handbook and become familiar with its contents. This handbook is published annually as policies and procedures are updated. We will do our best to communicate changes to you promptly. At a minimum, you are required to review the handbook in the fall semester of each academic year. This handbook is a supplement to the Messiah University ADP and School of Graduate and Professional Studies Catalogs, which you should also review each academic year.

Course duration varies and can range from 6 to 16 weeks. Some terms will go by very quickly, so it is important to remain organized. In most cases, you can expect faculty to respond to emails or other communications within 24-48 business hours. If they do not, you can contact your program coordinator (see below) who can assist with contacting your professor.

Throughout your program, you will be asked to provide feedback about your courses. Please give us your honest and constructive feedback with recommendations for improvement. We value your input! If you have feedback related to a specific course, we ask that you first discuss your thoughts with the course faculty. If, after that, your concerns have not been fully addressed, please contact your respective program coordinator for further assistance.

We hope that you find Messiah University to be a welcoming and rewarding educational experience. On behalf of the faculty and staff, we welcome you into our community and wish you the best for a successful academic year. We are happy you are here.

"Whatever you do, work at it with all your heart, as if working for the Lord, not for human masters, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving." Colossians 3:23-24

In Him,

Kimberly Fenstermacher, PhD, CRNP, Assistant Dean of Nursing, Kfenstermacher@messiah.edu

Kristen Slabaugh, DNP, CRNP, FNP-C, CNE, Coordinator of DNP Programs, Kslabaugh@messiah.edu

Brenda Elliott, PhD, RN, CNE, Coordinator of MSN, CAGS, & RN-BSN Programs, Belliott@messiah.edu

Disclaimer

The ADP and Graduate Nursing Student Handbook ("Handbook") serves as a reference guide regarding the Program's policies, procedures, and services. Several things are important to keep in mind about this Handbook.

First, this Handbook contains only general information and guidelines. It is not intended to be comprehensive, and it does not contain all the rules, regulations, policies, and procedures that relate to graduate students. For that reason, if you have any questions concerning the applicability of any rules, regulations, policies, or procedures, you should address your specific questions to the Assistant Dean of Nursing (ADN).

Second, this Handbook does not confer any contractual right, either express or implied, between the student and Messiah University ("University").

Third, the University reserves the right to amend, revise, modify, or revoke the policies, procedures, rules, regulations, and services, both academic and financial, described herein at any time. The University will endeavor to inform graduate students of any changes as they occur. However, it is the students' responsibility to keep themselves apprised of current policies and procedures by referencing the ADP and graduate program's website, as well as to always adhere to the policies. Publishing on the ADP and graduate program's website shall be deemed to be reasonable notice of any such change.

Finally, the Messiah University *ADP and School of Graduate and Professional Studies Catalogs* also contains information regarding policies, rules, procedures, and services for graduate students. The *ADP and School of Graduate and Professional Studies Catalogs* should be used in conjunction with this program-specific Handbook. However, it is not uncommon for individual programs to establish policy and expectations that exceed the minimum standards delineated in the general *ADP and School of Graduate and Professional Studies Catalogs*. When this occurs, the text of this program-specific Handbook supersedes that which addresses the same topic in the general *ADP and School of Graduate and Professional Studies Catalogs*.

About the Department
Mission & Vision

University Mission
Our Mission is to educate men and women toward maturity of intellect, character, and Christian faith in preparation for lives of service, leadership, and reconciliation in church and society.

Department of Nursing Mission
The Mission of the Department of Nursing at Messiah University is to prepare baccalaureate and graduate professional nurses within the context of liberal arts and sciences from a Christian worldview for beginning and advanced professional nursing roles. The educational process facilitates the knowledge, skills, and attitudes needed to promote professional nursing excellence, interprofessional collaborative practice, and lifelong learning. The distinctives of a Messiah University nurse include commitment to academic excellence, service to others with insight and creativity, compassion through cultural humility, caring leadership, and reconciliation from a Christian worldview.

Department of Nursing Philosophy
The Philosophy of the Department of Nursing, stated as Foundational Beliefs, is consistent with the Mission, Foundational Values, Undergraduate Learning Outcomes (ULOs), and Graduate Learning Outcomes (GLOs) of Messiah University. Herein are stated the [Foundational Beliefs of the Department of Nursing](#).

Committee Opportunities
ADP nursing and graduate nursing students have the opportunity to serve on several university and department specific committees. The various committees are Graduate Council, Interprofessional Education Committee, Graduate Nursing Committee, Adult Degree Program Council, and the Department of Nursing Advisory Council. For additional information, please email the graduate administrative assistant.

Department & School Faculty and Staff

Name	Title	Email	Phone
Full time Faculty & Staff			
Kimberly Fenstermacher, PhD, CRNP	Chief Nursing Administrator, Assistant Dean of Nursing, Professor of Nursing	kfenstermacher@messiah.edu	717-691-6029
Kristen Slabaugh DNP, CRNP, FNP-C, CNE	Coordinator of DNP Programs, Professor of Nursing	kslabaugh@messiah.edu	717-796-1800 x6560
Brenda Elliott, PhD, RN, CNE	Coordinator of MSN, CAGS, & RN-BSN Programs, Assistant Professor of Nursing	belliott@messiah.edu	717-796-1800 x7229
Kristi Barbato, DNP, CRNP, FNP-C	Assistant Professor of Nursing	kbarbato@messiah.edu	717-796-1800 x 6920
Wanda Thuma-McDermond, PhD, RN	Professor of Nursing	wmcdermo@messiah.edu	717-796-1800 x 7241
Ashley Ringquist, MBA	ADP and Graduate Program in Nursing, Clinical Coordinator	aringquist@messiah.edu	717-796-1800 x 2533
Sandy Oravec, BA	Administrative Assistant	graduatenursing@messiah.edu	717-691-6054
School of Graduate and Professional Studies			
Rob Pepper, PhD, MBA	Executive Director of University Partnerships and Assistant to the President	rpepper@messiah.edu	717-796-1800 x 7278
Jennifer Fisler, EdD	Dean of School of Graduate & Professional Studies	jfisler@messiah.edu	717-796-1800 x6715
Julie Gomboc-Hellam, PhD	Director of Graduate & Adult Student Services & Compliance	jgomboc@messiah.edu	717-796-1800 x2980
Alex Crenshaw	Director of Enrollment for Graduate Studies and Adult Education	acrenshaw@messiah.edu	717-796-1800 x6729
Beth Transue	Information Literacy Librarian	btransue@messiah.edu	717-691-6006 x3810
Ed Wichrowski	Senior Associate Registrar	ewichrowski@messiah.edu	717-796-1800 x7347
Graduate Registrar		gradregistrar@messiah.edu	717-796-1800 x2114
Graduate Student Financial Aid		gradfinancialserv@messiah.edu	717-691-6004

List of adjunct faculty can be found at: https://www.messiah.edu/info/21437/faculty.

University & Department Policies and Protocols

Standards & Expectations

Professional Values

Students are at the center of the educational program and are supported in their personal development as they integrate faith and learning. The nursing program seeks to link students' motivation for service to God and humanity with the development of professional nursing values. Christian ideals provide the basis and meaning for professional nursing values of altruism, autonomy or freedom, human dignity, and integrity and social justice fundamental to the discipline of nursing (AACN, 2008). Students are given opportunities to link professional values and the Christian worldview and to practice ethical caring that incorporates them both.

Commonwealth of Pennsylvania Code of Professional and Vocational Standards

21.18 (PA Code, 2010) Standards of Nursing Conduct can be found at:
https://www.pacodeandbulletin.gov/Display/pacode?file=/secure/pacode/data/049/chapter21/subchapAtoc.html&d=reduce

Educational Process

The process of nursing education is the mutual responsibility of both students and faculty. Faculty are expected to demonstrate accomplishments in teaching, scholarship, practice, and service. Faculty serve as socializing agents for the professional role through both formal and informal educational experiences with students. Through participation in the educational process, students identify with nursing as they internalize values, knowledge, skills, and behaviors of the profession.

Netiquette

The purpose of online postings in discussion forums is so that students more actively engage with the material by reflecting on that material and communicating thoughts, observations, and questions on that material with each other (e.g., students/students; students/faculty; faculty/students). In order to ensure that this learning experience is both productive and enjoyable, students are expected to follow rules of online etiquette or, netiquette, when posting:

- Avoid repetition.
- Do not respond too quickly.
- For response posts:
  - Summarize or quote what the student has said and include their name.
  - State your position clearly.
  - Always re-read what you have written in response to another.
- Respond to someone else's comment(s) about your original posting(s).
- Support your position with solid reasoning and justification.
- Cite sources appropriately.
  - Do not use cut and paste.
  - Paraphrase; don't quote verbatim.
  - Use reliable sources.

- Avoid abbreviations.
- Use proper grammar & proper case.
- No foul language.
- Spell check your document before posting.
- Encourage the participation of others.
- Demonstrate courtesy and respect.

Social Media

The term "social media" includes, but is not limited to blogs, social networks, apps, podcasts, discussion forums, video sharing, Really Simple Syndication (RSS) feeds, and online collaborative information and publishing systems (i.e., Wikis).

The Messiah University Department of Nursing recognizes that social media sites like Facebook, Instagram, Twitter, YouTube, and others have become important communication tools for the community. Therefore, the Department of Nursing supports the use of social media in personal/non-school or non-work contexts. Students at Messiah University may encounter confidential information within the University or within the patient care environment during clinical practicum. It is the students' responsibility to refrain from any of the following:

- Using of patients' name (any identifier including initials, hospital name, etc.) and personal health information in any way
- Disclosing confidential information about the University, its employees, or its students
- Stating personal opinions as being endorsed by the University
- Using information and conducting activities that may violate Messiah University academic policies, or may violate local, state, or federal laws, and regulations

If students identify themselves as a Messiah University student online, it should be clear that any views expressed are not necessarily those of the institution. In the event that opposing views arise on a social media feed, exercise professional judgment. Messiah University does not tolerate content from students that is defamatory, harassing, libelous, or inhospitable to a reasonable academic/work environment. Social media may be used to investigate student behavior. This policy provides Messiah University Nursing students with rules for participation in social media.

1. Students must remain respectful of Messiah University, clinical agencies, and faculty/peers at all times. Students should NOT engage in any activity that reflects negatively upon Messiah University, clinical agencies, and faculty/peers.
2. Material may NOT be posted which is obscene, vulgar, discriminatory, sexually explicit, defamatory, threatening, harassing, abusive, racist, lewd, filthy, unlawful, hateful, or embarrassing to another user or any other person or entity.
3. Students may NOT disclose any confidential or proprietary information regarding Messiah University, patients, and faculty/peers.
4. Students may NOT use or disclose any patient identifying information of any kind on any social media without the express written permission of the patient and authorization by the Department of Nursing. This rule applies even if the patient is not identified by name where the information to be used or disclosed may enable someone to identify the patient.

5. Students are personally responsible and legally liable for what they post on their own site and on the sites of others.
6. Students may NOT use their Messiah University email address in their personal profile on social media sites.
7. Students must NOT "friend" current or former patients on a social media site as this tends to blur the boundaries of a therapeutic relationship.
8. Students should NOT be using location-based services on their mobile phone while in the clinical setting. Students should NOT place clinical sites as a check-in location on various sites such as Foursquare, Gowalla, Loopt, etc.
9. Students may NOT use SMS (mobile phone text messaging) or messaging on Social Networking sites such as Twitter, Facebook, or LinkedIn to contact faculty. These sites are not secure and not every faculty member engages in social media.
10. Social media is NOT to be accessed or used during class or clinical time unless specific approval is given by the nursing faculty. This also includes the use of SMS (mobile phone text messaging).
11. Students may NOT take pictures, by camera or phone, and post them on a social media site without the express written permission of those in the picture and authorization by the Department of Nursing.
12. Students may NOT upload tests/quizzes, class notes, PowerPoints, or faculty information on any websites.
13. Students may NOT establish a Messiah University social media site without the approval of the Department of Nursing.
14. Social media may be used to investigate student behavior. Employers are increasingly conducting Web searches on job candidates before extending offers. Be sure that what is posted today will not come back to haunt one later.
15. The Department of Nursing may exercise broad discretion if students disregard these expectations. The range of consequences may include verbal warning to dismissal of the program.

Academic Integrity/Plagiarism

Personal integrity is a behavioral expectation for all members of the Messiah community: administration, faculty, staff, and students. Violations of academic integrity are not consistent with the community standards of Messiah University. In all instances of violations of the Academic Integrity Policy, the faculty member will assign sanctions within the context of the course. The range of responses may include failure of the course to a grade reduction of the given assignment. Further penalties and violations found in the *ADP Catalog* (ADP students) and *School of Graduate and Professional Studies Catalog* (Graduate Students) include:

1. **Plagiarism.** Submitting as one's own work part or all of any assignment (oral or written) which is copied, paraphrased, or purchased from another source, including on-line sources, without the proper acknowledgment of that source. Examples: failing to cite a reference, failing to use quotation marks where appropriate, misrepresenting another's work as your own, etc.

2. **Self-Plagiarism:** The reuse of significant, identical, or nearly identical portions of one's own work without acknowledging that one is doing so or citing the original work. Examples: Reusing portions of a previously written text, paper, or article (published or unpublished text), republishing or reusing the same paper that is published elsewhere without notifying the reader nor publisher of the journal, etc.

3. **Cheating.** Attempting to use or using unauthorized material or study aids for personal assistance in examinations or other academic work. Examples: using a cheat sheet, altering a graded exam, looking at a peer's exam, having someone else take the exam for you, using any kind of electronic mobile or storage devices (such as cell phones, PDAs, Blackberry, iPods, iPhones, Flash drives, DVDs, CDs), communicating via email, IM, or text messaging during an exam, using the internet, sniffers, spyware or other software to retrieve information or other students' answers, purposely disconnecting from the internet to cause a lock on an online exam, etc.

4. **Fabrication.** Submitting altered or contrived information in any academic exercise. Examples: falsifying sources and/or data, etc.

5. **Misrepresentation of Academic Records.** Tampering with any portion of a student's record. Example: forging a signature on a registration form or change of grade form on paper or via electronic means.

6. **Facilitating Academic Dishonesty.** Helping another individual violate this policy. Examples: working together on an assignment where collaboration is not allowed, doing work for another student, allowing one's own work to be copied.

7. **Computer Offenses**. Altering or damaging computer programs without permission. Examples: software piracy, constructing viruses, introducing viruses into a system, copying copyrighted programs, etc.

8. **Unfair Advantage.** Attempting to gain advantage over fellow students in an academic exercise. Examples: lying about the need for an extension on a paper, destroying or removing library materials, having someone else participate in your place, etc.

Primary responsibility for knowledge of and compliance with this policy rests with the student. Procedures for perceived, multiple, or egregious violations and of academic integrity and the penalties for violations can be found in the *ADP and School of Graduate and Professional Studies Catalogs* under Academic Integrity. Students who find it necessary to request an exception to academic policy can find the procedure in the *ADP and School of Graduate and Professional Studies Catalogs*. ADP and graduate nursing students are expected to annually review the University's plagiarism policy found in the *ADP and School of Graduate and Professional Studies Catalogs*.

Academic Policies

Academic Appeals & Complaints

Students may choose to dispute a final grade or administrative decisions. Policies for the appeal process can be found in the respective ADP and Graduate Catalogs, in the Academic Policies and Procedures sections.

Messiah University has established processes for graduate student complaints that fall under specific categories including, but not limited to concerns founded upon: Academic-related issues, Americans with Disabilities Act, Harassment or Discrimination, Title IX, and the Family Educational Rights and Privacy Act (FERPA); which may be reviewed on the Student Complaints Processes website. These policies and procedures are also published in the School of Graduate and Professional Studies Graduate Catalog, as well as program-specific student handbooks and supplemental materials.

For complaints that fall outside of due process, such as those that may be submitted by personnel, patients, students, or other stakeholders affiliated with a clinical, fieldwork, practicum, or other setting, individuals may submit a written statement or complete a University General Complaint Outside Due Process form within 30 days of the offending incident to the respective program director. If the complaint is related to the program director or is associated with the graduate school or a specific graduate program, then it should be submitted to the Dean of the School of Graduate and Professional Studies. Likewise, if the complaint is related to the Dean, it should be submitted to the Provost. When appropriate, other University offices or personnel may be consulted when addressing the complaint.

All grievances filed in good faith will be taken seriously and reviewed with university personnel as is appropriate for addressing the matter. The University will respond to the complainant in a timely fashion. Retaliation for filing a complaint or participating in the review of a complaint is strictly prohibited.

Documentation regarding the complaint will be maintained in the appropriate University records as designated by the University's record retention policy.

Academic Calendars

Current ADP and graduate academic calendars are located on the Messiah University website.

Advising

An academic advisor is assigned to all students who enter an RN-BSN or graduate nursing program. The advisor will assist the student in planning the coursework for the program of study. Together, the student and academic advisor develop a plan of study which is customized for each student to meet all the requirements of the ADP and graduate nursing programs. Advisor communication occurs via email, the Canvas advising site, Google Sheets, Zoom, telephone, or in-person. While academic advising assists students in their academic planning, it is ultimately the student's responsibility to meet the academic requirements for graduation.

Each student is expected to communicate regularly with their advisor to discuss the development and implementation of a plan of short- and long-term academic goals. The final responsibility in meeting graduation requirements, however, rests with the student. More information about academic advising is found in the Messiah University *ADP and School of Graduate and Professional Studies Catalogs.*

Course Registration
Messiah University ADP and graduate programs follow a three-semester calendar: fall, spring, and summer. Prior to each registration period, the student and advisor will confirm plans for the following semester. Course registration is completed online once the advisement process has been completed. Prior to registration, students must ensure all accounts are updated with the Business Office or they will be unable to register. More information about academic advising and registration dates is located on the Messiah University Graduate Studies website. For leave of absence, medical leave, withdrawal, transfer credit, track change, or address/name change, forms are located on the forms for current students webpage.

Family Rights and Privacy Act of 1974 (FERPA) and Access to University Records
The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, provides enrolled students the right to inspect their "educational records" (defined generally as records, files, documents, and other materials maintained by the University which contain information directly related to the student and from which students can be individually identified) and to have a right to consent to most types of disclosure of these records. At Messiah University, educational records include cumulative academic records, grades, course schedules, most student disciplinary records, and most student account and financial aid records. More information about FERPA and University Records can be found in the respective academic catalog under Academic Policies and Procedures.

Grading
The grading system can be roughly divided into two major categories: letter grades and auxiliary symbols.
- Letter Grades. Letter grades carry a quality point value and are used in the computation of semester and cumulative grade point averages (GPA).
- Auxiliary Symbols. Auxiliary symbols do not carry a quality point value and are not used in the computation of semester and cumulative grade point averages (GPA).
  - W = Withdrawal. Given to any student who withdraws from all courses (i.e. withdraws from Messiah), or from a specific course after the 100% refund period for that course and before the final third of the part-of-term.

  - I = Incomplete. A grade of incomplete may be assigned if a student is unable to complete the course work for extraordinary reasons such as illness, emergency, or other reasonable cause; has completed at least two-thirds of the course; has a passing grade average; and a well-defined plan to complete the remaining course work within four weeks from the last day of the particular course.

- P = Pass. Used for a passing grade in a Pass/Fail only course.

Grade	Grading Scale	Quality Point Value
A	93-100%	4.0
A-	90-92%	3.7
B+	87-89%	3.3
B	83-86%	3.0
B-	80-82%	2.7
C+	78-79%	2.3
C	75-77%	2.0
I	N/A	0.0
F*	Less than 75%	0.0

Percentage course grades lower than 75.0% will result in an F grade for the course and an academic dismissal from the graduate nursing program.

Grade Calculations for Exams in DNP/FNP Didactic Courses
In each DNP/FNP didactic course, examination grades will be recorded as earned and will not be rounded-up to the nearest whole number. The student must earn a cumulative exam average of 75% on all examinations in order to pass the following courses: NURS 701, 703, 705, 707, 709, 721, and 723. If the average examination grade is less than 75%, the final course grade will be the letter-grade equivalent to the examination average of less than 75%. No additional course assignment grades will be considered in a final course grade to raise a course grade if the examination average is less than 75%.

After the examination average is determined to be 75% or above, additional course assignments will then be calculated in the final course grade. Rounding up of the final course grade will be at the discretion of the course faculty. Course requirements and additional grading criteria will be addressed in each course syllabus.

Please refer to the *ADP and School of Graduate and Professional Studies Catalogs* for additional information on Grading Policies in ADP & Graduate Programs at Messiah University.

Graduation Requirements & Application
The final responsibility in meeting graduation requirements rests with the student. An exit survey is expected to be completed by each student prior to graduation.

RN-BSN students working toward a degree must file an application for degree with the Registrar's Office at the beginning of their final year of study. Applications require the approval of the ADP Council and the Community of Educators before students are formally admitted to degree candidacy. For additional graduation requirements and commencement information please contact gradregistrar@messiah.edu.

Graduate nursing students working toward a graduate degree must file an online Application for Degree with the Registrar's Office at the beginning of their last full year in the Program. Applications require the approval of the Graduate Council and the Community of Educators before students are formally admitted to degree candidacy. For additional graduation requirements and commencement information please contact gradregistrar@messiah.edu.

Progression
All students (including international students) enrolled at Messiah University are subject to the academic standards of the University, which are printed in the Graduation Information section of the University catalog. In addition, students receiving financial aid, in order to continue to receive financial aid, must meet other requirements as described in detail in the Statement of Satisfactory Academic Progress, found in the respective ADP or graduate catalog.

Students must maintain a cumulative grade point average of 3.00. A student who does not meet this standard will need to complete the steps outlined in the respective ADP and graduate catalogs in order to regain Satisfactory Academic Progress.

Academic Dismissal & Readmission
Information regarding academic dismissal, notice & appeal, and readmission can be found in the respective ADP and graduate catalogs in the section titled Standards of Academic Scholarship and Academic Standing.

Clinical & Healthcare Policies

Clinical Requirements
Prior to the start of clinical experiences, all documents and requirements must be completed and approved in Exxat. Individual clinical agencies may require additional prerequisites, such as completion of educational modules or computer access request forms, prior to approval of clinical placement. The student is responsible for completing and submitting the particular requirements of the chosen agency in a timely manner. The graduate clinical coordinator and Exxat will notify the student of any missing, incomplete, or additional documents needed to confirm and/or begin the clinical experience. See clinical preparation checklist for a list of all required documents (Appendix C Clinical Requirement Checklist). Documents must be uploaded in Exxat, the clinical tracking software used by ADP and Graduate Nursing Programs.

Criminal Background & Clearances

Within one (1) year prior to starting ADP and graduate nursing clinical courses, each student must complete a state police criminal background check, child abuse clearance, and FBI fingerprinting clearance. Each state will have their own background check, FBI, and clearance processes. Students must complete background checks in the state in which they plan to do clinical hours. Please check with your local police/state police if you are uncertain of your state's procedure. Additionally, we have a working relationship with Castle Branch for state clearances that are most commonly required by health agencies/institutions.

These background checks will be valid throughout the program unless a clinical agency requests updated clearances, or the student has a lapse in ADP or graduate course enrollment greater than 1 year. At the beginning of every clinical course, the student's most current compliance documentation must be uploaded into Exxat.

In order to comply with the Commonwealth of PA Older Adult Protective Services Act and the Chapter 63 of 23 PA Consolidated Statutes Annotated relating to the Child Protective Services law, the student who decides to pursue the Graduate Nursing Program must provide evidence that he/she has no record of criminal offenses. The complete Criminal History Background Checks Policy and Procedure is distributed to each nursing student prior to the clinical nursing course. A positive criminal history will result in dismissal from the program.

The student who pursues nursing at Messiah University does so with the understanding that these clearances will need to be obtained and the results made known to the Department of Nursing. Progression in the nursing program is conditional pending results of the criminal history background checks. Failure to comply with criminal background checks will prohibit progression in the graduate nursing program. **No student may enter any clinical site without completion.** *All background check procedures and associated costs will be the responsibility of the student.* If during routine criminal checks a student is found in violation of any University Policy or Ethos, the Department of Nursing will report those violations to the appropriate University office and/or offices. Additional background checks may be requested at any time during the nursing curriculum if deemed necessary.

Drug Screen

It is the policy of Messiah University's Department of Nursing to adhere to all policies of clinical facilities with which the University affiliates for student clinical learning experiences, many of which require drug testing of all students. Use of drugs, prescribed or otherwise, may create a risk for being denied a clinical placement. This includes, but is not limited to, prescribed medical marijuana or opiates. *All ADP and graduate nursing students will be required to have and pay for an initial drug screening.* Additionally, any student suspected of being under the influence of alcohol or drugs will be required to submit to an immediate substance screening, as a condition of remaining in the program. The student will pay the cost of any subsequent drug screening.

The nursing program maintains a no-tolerance policy regarding substance abuse. Students must demonstrate a clear urine drug test with the exception of documented and prescribed

medications. When submitting urine specimen for drug screening, the student must disclose any prescribed medications on the intake form that accompanies the specimen. Failure to undergo the drug test will result in dismissal from the program. If the urine drug test is positive for any substance not prescribed by a health care provider, the student will be dismissed from the program. If the drug screen is diluted or adulterated, the student will be allowed one retest. If the student fails or refuses the second test, the student will be dismissed from the program.

If during drug screenings, a student is found in violation of any University Policy or Ethos; the Department of Nursing will report those violations to the appropriate University office and/or offices. Additional drug screenings may be requested at any time during the nursing curriculum if deemed necessary.

Instructions: Tell the laboratory or urgent care center that you need a **10 Panel Urine drug screening**. Ten different drugs must be tested, and results included for each. Costs and drugs screened vary based on location. You can go to a vendor of your choice. Upload a copy of your results into Exxat including which drugs were tested.

A typical 10-drug screen includes:

- Amphetamines
- Barbiturates
- Benzodiazepines
- Cannabinoids (marijuana)
- Cocaine
- Methadone
- Methaqualone
- Opiates
- Phencyclidine (PCP)
- Propoxyphene

Universal Precautions & Exposure Policy
The basic infection control measure is good hand washing. For the prevention of contamination by blood and body fluids, the official guidelines published by the Centers for Disease Control and Prevention will be used as the final authority in determining safety precautions. Here is Messiah's Exposure Control Plan. Additionally, students should use personal protective equipment (PPE) as indicated based on the setting and types of patients with whom the student may contact. Please notify the program coordinator if the student is responsible for providing their own PPE for clinical placements. Students may encounter additional exposure to communicable disease during clinical experiences. Prior to participation in clinical courses, students must review and sign any required waivers found in the ADP or Graduate Nursing Canvas site. Students who do not comply with the policies and guidelines established in the aforementioned documents will risk termination of their clinical experience and dismissal from the program.

HIPAA & Confidentiality
Messiah University ADP in Nursing and Graduate Nursing Students are required to abide by the Health Insurance Portability and Accountability Act (HIPAA), the Messiah University Code of Conduct, and confidentiality policies of all affiliating or perspective agencies. Students are not permitted to remove or be in possession of any electronic or paper documents from a current or potential clinical site that contain patient information. Clinical faculty have broad discretion in addressing violations of electronic, paper, and verbal disclosures. Consequences may range

from a warning, up to and including, course failure or a dismissal from the ADP or graduate nursing program and/or Messiah University.

Licensure
All students must maintain an active RN license for the duration of their program. Please submit a copy of your *signed* and current RN license, certificate, or verification must be on file at all times.

Dress Code
While the ADP and graduate nursing student is in the clinical institutions, they are representing Messiah University. The policy delineates guidelines for proper attire, which reflect a professional appearance. Clinical attire should be discussed with the preceptor and clinical agency policies for attire should be followed. Professional appearance and attire are expected to be maintained at all times. A university ID (graduate student photo ID badge) must be worn at all times. A quality stethoscope is required for any experiences requiring the student to perform physical exams.

Transportation
The student is required to provide their own transportation for the clinical component of each nursing course. The student bears the responsibility for safety and for following the appropriate state's Vehicle Code rules and regulations. Messiah University and the Department of Nursing are not responsible to provide transportation and are not liable for any personal injury, accident, or financial loss suffered by the student during this travel. Messiah University and the Department of Nursing do not reimburse students for mileage.

Suspension
Faculty in the ADP and Graduate Program in Nursing reserve the right to suspend a student's privilege to be in the clinical setting if any one or more of the following conditions are present:

1. If the student is not able to perform "essential functions of the employment position" (see policy "Performance and Essential Functions of Nursing")
2. If the student is not in compliance with the policy "Criminal History Background Checks."
3. If the student does not follow the Preparation for Clinical Learning.
4. If the student does not follow the Simulation Laboratory Policy.
5. If the student does not abide by the Dress Code Policy.
6. If the student does not complete the required health forms (see policy on Student Health).
7. If the student has a problem with alcohol or drugs as described in the section of the Professional Nursing Law cited below.
8. If the student is in violation of the Code of Conduct (see policy "Code of Conduct").

Although these sections of the law apply to the professional nurse, nursing schools are required to follow these rules as set forth by the Pennsylvania State Board of Nursing. Additionally, students licensed in another state/s are held to the same set of standards and cannot have an encumbered license in any state. A link to the Pennsylvania Professional Nursing Law is attached here. In the event of ongoing suspension, the course faculty may refer the student's case to the Graduate Nursing Committee for further evaluation.

Physical Exam

The physical exam must be completed within 1 year prior to the student's first clinical course and is valid for the entire student clinical experience unless the clinical agency requires an update or the student's enrollment lapses for greater than 1 year. The physical exam form must be complete and be performed by a licensed physician (MD or DO), nurse practitioner, or physician assistant.

Tuberculosis (TB) screening

TB screening must be performed with a 1 step purified protein derivative (PPD) or Interferon Gamma Release Assay (IGRA). A positive TB screen requires a provider exam that includes a focused symptom screen and chest x-ray. Documentation of appropriate medical treatment is required following a positive diagnosis of active or latent TB infection. Following a positive TB diagnosis and treatment, documentation of an annual symptom screen is required from a licensed physician (MD or DO), physician assistant, or nurse practitioner.

Immunization Requirements

The following immunizations are required for all students*:
1. Varicella (2 dose series or positive titer)
2. Tdap (current within 10 years)
3. MMR (1 dose plus booster or titers)
4. Hepatitis B (3 dose series or positive titer)
5. Influenza (annually for fall and spring clinical courses only, October through April)
6. COVID-19

*Some clinical sites may allow exemptions. This will be reviewed on a case-by-case basis.

Basic Life Support (BLS)

All students are required to maintain current BLS certification. A signed, current BLS card or certificate should be on file for students at all times. Students must provide updated cards as indicated throughout their curriculum.

Clinical Incidents

The Department of Nursing will keep records of any reportable clinical incidents directly related to student performance in the clinical setting that results in the clinical facility or agency formally documenting it as a clinical incident. The Clinical Incident Report form provides the necessary information should it be needed at a future date. Clinical incident documentation will serve as information to guide possible policy revision and review related to clinical/simulation experiences and activities of students. Any reportable clinical incident related to patient care will be immediately reported by the clinical instructor. The clinical instructor will assist the student in completing documentation required by the clinical facility. The clinical instructor, along with the student involved in the incident, will complete the Clinical Incident Report form within 72 hours. The clinical instructor will report the incident to the course coordinator who will notify the ADN within 72 hours. The ADN will discuss the clinical incident with the course

faculty to identify any need for further action. The completed form for the clinical incident will be kept in the Department of Nursing's confidential file for a period of five years after student is no longer in the nursing program.

Insurance

Medical Insurance

Each student must secure health insurance coverage to meet any and all needs for payment of medical costs while participating in graduate clinical courses. Messiah University will use its best efforts to see that the student receives adequate medical care while participating in any clinical nursing program, but it is the student who assumes all risk and responsibility for the medical or medication needs and costs. Failure to obtain health insurance can result in a student not being permitted to participate in a clinical experience since clinical agencies require students to have health insurance. In the case of an unexpected medical expense incurred during the experience, the student will be responsible for all fees/charges. Submit a copy of the *front and back* of your health insurance card prior to the start of *each* clinical course. If the information changes during the course, you are required to submit an updated copy of the card.

Liability Insurance

FNP students must obtain and demonstrate proof of NP student liability insurance. RN-BSN, MSN, and DNP NL students must obtain and demonstrate proof of *individual* RN liability insurance coverage. Verification of insurance status for all students must be provided prior to beginning a clinical course. The minimum amount required is $1 million each claim/$3 million aggregate. Some organizations that offer nursing liability insurance are NSO, Proliability, and CPH & Associates.

Clinical Placement Requests & Assignments

It is strongly preferred that students secure preceptors for all clinical courses so that the clinical placements are geographically convenient and will fit with the student's personal schedule. Students are encouraged to find placement within their employer's network when possible. However, we strongly discourage students from completing clinical on their work unit to avoid conflict of interest. These requests will be reviewed on a case-by-case basis.

Please acquire all preceptors one month prior to the start of the clinical course. Students may use multiple preceptors for clinical courses. If unable to secure a preceptor, please notify the graduate clinical coordinator 2-4 months prior to the course so that we can help secure a preceptor. All nursing clinical requirements are mandatory before the start of the student's clinical course. Students must have all clinical requirements, the Student Preceptor or Mentor Agreement form and the Preceptor Verification form and preceptor CV uploaded and approved in Exxat. Once finalized, the graduate clinical coordinator will screen the placement which will then be forwarded to the course faculty member and program coordinator for approval. The clinical coordinator will then do a final verification of paperwork and ensure an Affiliation Agreement is in place before clearing the student for clinical. No clinical experiences are

allowed until the student has been cleared for clinical using this process. Students that have not secured a preceptor prior to the start of clinical/class may not be able to start the course. Exceptions will be reviewed by the program coordinator on a case-by-case basis.

Please note: At no time can there be any overlap of work and student clinical responsibilities or IT access permissions. Students are not permitted to work during clinical hours or to do clinical during work hours (i.e., double dipping). If students are given separate login or password for student IT/EHR access, they may not access work-related content using their student account nor use their employee IT access to view any clinical-related content.

Preceptor Guidelines
For accreditation purposes, it is required that we verify each preceptor and have documentation of the clinical and educational experiences of each preceptor. Therefore, we do require a CV/resume and a completed preceptor verification form on file.

Preceptors may not have two students at the same time on the same unit completing clinical hours. Preceptors that have two of our ADP or graduate nursing students should give priority to the most senior student. If the preceptor is uncertain of the student's academic standing, they should inquire with the graduate clinical coordinator.

An amorous relationship between students and preceptors is strictly prohibited (i.e., dating, sexual, or romantic relationships between individuals in positions of unequal power). Additionally, preceptors should not be family members or intimate partners. Failure to abide by this policy will be cause for disciplinary action, which may include dismissal from the program.

Throughout the course, preceptors will provide formative assessment data to the student and clinical faculty member. At the conclusion of each course, preceptors have the responsibility to complete the *Assessment of Student by Preceptor tool* in Exxat. Preceptors do not give grades and are not responsible for final course grades.

International Clinical Experiences
DNP/FNP students can count a maximum of 215 hours across the curriculum from international experiences. Students need to have Wi-Fi access to keep up with the coursework from the didactic and clinical course during the international experiences. For additional explanation and requirements, please contact the Coordinator of the DNP programs or graduate clinical coordinator.

RN-BSN or MSN Students interested in international clinical experiences should contact the Coordinator of the MSN, CAGS, and RN-BSN Programs or graduate clinical coordinator for placement possibilities.

Student Support Services

Technology Support

Tech support is available to all students during the days and times listed on the [Information Technology Services webpage](). For your convenience, a telephone hotline is available seven days a week in order to help with technological problems. This hotline is staffed by the University's Information & Technology Services staff and provides 'real person' assistance:

- By phone at (717) 796-4444
- Via email techsupport@messiah.edu

In the event that you leave a message, please provide your name, number, and a brief description of the issue you are experiencing. You will receive a call back as soon as possible. You also have access to technical support (i.e., tutorials, help functions, etc.) through the University's portal, FALCONLink, and through the University's Learning Management System, *Canvas*-Help (for graduate students).

Canvas

Canvas is the learning management system Messiah University uses for online courses. For more information on Canvas, please view https://help.instructure.com/home. Instructions for learning how to use and navigate Canvas are available in the [Passport to Canvas page]().

Writing

Expectations

With a graduate degree comes the ultimate responsibility for professionalism in communication, both orally and in writing. Technology is making the need for effective written communication even more important than ever before and, in nursing, to be considered a highly educated and well-respected professional, excellent use of APA is imperative. It is *expected* that strict adherence to appropriate grammar and APA 7th edition be followed. It is also *expected* that students build upon skills obtained in prior courses and correct errors on which they have already received feedback. Therefore, point deductions will increase if the same errors are made after receiving correction. APA provides a necessary scaffolding for professional writing and guidelines can be found in the 7th edition APA manual and on Academic Writer. Please contact course faculty or librarian Beth Transue for questions related to writing.

Assistance

[Tutorials for Writing in the Sciences](), Stanford School of Medicine: This is a series of free, online tutorials for improving your writing skills.

[Grammarly](), a free, web-based grammar checker is another helpful resource.

[Heartful Editor]() provides free writing coaching and editing session to all ADP and graduate students. Heartful Editor's team of caring and supportive academic coaches and editors strives to uphold the highest ethical standards in their work with students, blending ethics and

compassion to build a responsible and productive editing and coaching experience. Heartful Editor coaches and guides graduate students on writing and the mechanics of style, specifically the guidelines outlined in the Publication Manual of the American Psychological Association (APA, 7th Edition) and the American Medical Association Manual of Style (AMA, 11th Edition). Our academic coaches and editors: • Read and review all documents for grammar, spelling, punctuation, consistency in formatting, and alignment with style guidelines. • Suggest alternative words or phrases, provide guidance on sentence structure, and advise on how to better organize ideas. • Provide graduate students with a thorough overview of areas that need attention and improvement. • Track all edits and changes for the client to review and accept or reject. • Format master's theses and doctoral dissertations in alignment with Messiah University formatting standards. To learn more about Heartful Editor or to schedule an appointment for editing or writing coaching, please visit https://heartfuleditor.com/messiah-university/. They will respond to your request within 2-3 business days.

Library

Murray Library provides the following services for online students:

- Reference Service
- Connect off campus
- Mobile options
- Request books from Murray Library Collection
- Ebrary (e-books)
- Interlibrary loan for journal articles and books Messiah does not own
- Need a library near your home

Any of these services may be used and viewed through Murray Library website. Please contact Beth Transue, Librarian/Collection Department Coordinator at btransue@messiah.edu or 717-691-6006 ext. 3810. Also, for additional information specific to the ADP and Graduate Program in Nursing click here.

Americans with Disabilities Act

Any student whose disability falls within the ADA guidelines should inform the instructor at the beginning of the semester of any special accommodations or equipment needs necessary to complete the requirements for this course. Students must register documentation with the Office of Academic Accessibility. Contact information: OAA@messiah.edu

Scholarships

Information for nursing scholarships are located on the Undergraduate Nursing and the Graduate Nursing websites.

Resources

RN-BSN students: Additional information and student resources can be found on the [Adult Degree programs](#) websites as well as the Nursing ADP Resources Canvas site.

MSN and DNP students: Additional information and student resources can be found on the [online graduate nursing programs](#) websites as well as the [Graduate Nursing Resources & Orientation](#) Canvas site.

Financial Aid

RN-BSN students are eligible to apply for financial aid available to undergraduate students. ADP students may be eligible for discounts listed [here](#). MSN and DNP students are eligible to apply for financial aid available to graduate students. Graduate students may be eligible for graduate discounts listed [here](#). More information is available on the [Financial Aid website](#) or by contacting gradfinancialserv@messiah.edu, 717-691-6004.

Technology Requirements

Hardware/Software

Student technology recommendations are found on the [Information Technology Services website](#). These guidelines have been put in place to best equip you to have an optimal technological experience in our online programs.

Minimum Computer Skill Requirements

Students must possess basic computer skills and have regular access to a computer with the Minimum System Requirements in order to participate fully. Specifically, students who enroll in online courses must have basic computer skills including:

- A working knowledge of word processing
- Ability to navigate the internet using different search engines
- Ability to use email (Compose, Attach, Send, Read)
- Ability to use MS Office programs (Word & PowerPoint)
- Ability to copy and paste in documents

Zoom

Zoom is the synchronous software that Messiah University uses for the virtual classroom sessions and clinical site visits. In the event that a synchronous session is scheduled you will need a microphone and webcam to participate in these classes and should perform a systems check with [Information Technology Services](#) prior to the first session to make sure the equipment is functioning properly. In order to get accustomed to Zoom, please view [Zoom for Students](#).

Rosh Review

Students in the Family Nurse Practitioner track will use a university-paid subscription to Rosh Review, which is used throughout the curriculum. The subscription is available to the student until the board exam is passed with a maximum extension until June 1 the year following

program completion. If access is needed beyond June 1, the student will be charged the current subscription rate. More information is available on the [website](#).

ECG Academy

Students in the Family Nurse Practitioner track will use a university-paid subscription to ECG Academy for NURS 721 *Advanced Family Nursing Application of Clinical Diagnostics*. Students will have access to this software for one year after enrollment into ECG Academy. More information is available on the [website](#).

ExamSoft

Students in the Family Nurse Practitioner track will use a university-paid subscription to ExamSoft for didactic courses. ExamSoft is a secure exam platform that mimics the experience of computer-based standardized testing. Students will be required to verify their identify prior to starting the exam. Each exam will be remotely proctored for exam security. Students will receive login and use instructions prior to the first course. Minimum system requirements per device type and exam taker support instructions are available on the [login screen](#). More information is available on the [website](#).

Exxat

Clinical Placement & Tracking Software

Exxat PRISM is a clinical education management software that streamlines handling data, documents, and relationships with students and clinical sites. Exxat is an internet-based system, giving students the ability to login from anywhere there is internet access. There is a fee associated with this software and directly paid by the student. This software system tracks clinical data for all clinical, residency, and project courses. Exxat will be used throughout your tenure as an ADP or graduate nursing student for clinical and project courses. You will have access to the data in Exxat for up to one year after graduation. Once the graduate clinical coordinator submits the ADP and graduate nursing student registration data to Exxat, you will receive an email from Exxat with payment details. Exxat provides helpful tutorials and is user-friendly. For problems with Exxat, please email Exxat support at v4support@exxat.com or email the graduate clinical coordinator. Once you have access to Exxat, please start uploading clinical compliance paperwork (i.e., *signed* RN license, TB Test, *signed* BLS certificate/card, medical and liability insurance, immunizations, physical exam, clearances, and urine screen).

Academics

RN-BSN

Program Design

Messiah University's Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program is designed to prepare nurses at a baccalaureate level to have opportunity for advancement in professional roles, as well as continuing education in advanced degree programs. A total of 10 nursing courses and three pre-requisite courses (39 credits) are required which include two clinical courses (each require 45 hours of clinical experience).

Messiah University's Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) program is designed for RNs to have a clear path from their Associate Degree in Nursing or diploma in nursing to earn a Messiah University BSN degree. Our professional nursing curriculum is grounded in the arts and applied sciences which nurtures and improves the student's ability to practice nursing with compassionate Christian caring, academic and clinical excellence and, service to others with cultural humility.

Course Delivery
The program can be completed in two years but must be finished within six years. Courses are offered in 6-week (summer) and 8-week (Fall/Spring) sessions throughout the year. Courses are delivered asynchronously online with synchronous online sessions scheduled as needed.

Student Learning Outcomes
- **Essentials**

The American Association of Colleges of Nursing (AACN) *Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2008) are fundamental to the curriculum for the baccalaureate (BSN) nursing program and thereby essential for the practice of professional nursing. This education provides the basis for professional knowledge development which includes skills in critical thinking, communication, ethical decision making, leadership, safe and quality care implementation, inter and intraprofessional collaboration, evidence-based care, culturally humble care, and life-long learning pursuits, all for promotion of quality population health across the lifespan. Furthermore, the curriculum competencies for the baccalaureate nursing program are derived from the AACN *Essentials of Baccalaureate Education for Professional Nursing Practice.*

- **Undergraduate Learning Outcomes (ULOs)**
1. Foundations of Learning: Students develop skills common to the liberal arts and sciences: research, analysis, reflection, and communication.
2. Breadth and Depth of Knowledge: Students develop knowledge common to the liberal arts and sciences in the fields of arts, humanities, natural sciences, and social sciences. Students will also develop specialized knowledge and disciplinary expertise.
3. Faith Knowledge and Application: Students develop informed and mature convictions about Christian faith and practice.
4. Specialized Skills and Scholarship: Students become proficient in the scholarship of their discipline and demonstrate specialized skills needed to pursue a career and/or graduate school.
5. Self-Awareness: Students gain awareness of identity, character, and vocational calling.
6. Social Responsibility: Students demonstrate a commitment to service, reconciliation, and justice, and respond effectively and ethically to the complexities of an increasingly diverse and interdependent world.

- **Program Goals**
1. Prepare professional nurses to engage in interprofessional collaborative practice and provide holistic nursing care to persons, families, and communities.
2. Provide an environment in which students are encouraged to develop and integrate a dynamic Christian worldview into their personal and professional lives.
3. Provide an educational foundation for graduate study for students.
4. Provide student-centered, evidence-based teaching and learning for nursing practice, leadership, service, and reconciliation.

- **Curricular Competencies**

Graduates from the baccalaureate program at Messiah University practice nursing from a Christian worldview and demonstrate the following competencies in their professional nursing roles of provider of care, designer/manager/coordinator of care, and member of the profession.
1. Critical thinking through the integration of theoretical and empirical knowledge derived from general education courses.
2. Application of knowledge and skills for leadership, quality improvement and patient safety in all aspects of health care delivery.
3. Application of research for evidence-based nursing practice.
4. Use of knowledge and skills of information management and patient care technology for delivery of quality patient care.
5. Adherence to healthcare policies, including financial, regulatory, and legal parameters in all aspects of nursing practice.
6. Effective communication and collaboration with patients, families, communities, and other health care professionals for the delivery of high quality and safe patient care including health promotion, risk reduction, disease prevention, and delivery of comprehensive health care services at the individual and population level.
7. Knowledge of local, national, and global health care issues.
8. Ethical behavior for adherence to the professional values of altruism, autonomy, human dignity, integrity, and social justice.
9. Skill in providing comprehensive holistic, culturally humble care for persons, families, and communities across the lifespan.

Sample Plan of Study

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
Year 1:					
NRSG 211 Professional Writing for Nurses (3 credits)	**HLTH 401** Healthcare Policy (3 credits)	**NRSG 350** Nursing Research for Evidence Based Practice (3 credits)	**NRSG 431** Population Health (3 credits; 45 clinical hours)	**NRSG 311** Health Assessment (3 credits)	**NRSG 321** Pharmacology for Nursing Practice (3 credits)
Year 2:					
NRSG 370 Professional Role Development (3 credits)	**HLTH 500** Health Informatics (3 credits – graduate course)	**NRSG 451** Nursing Leadership (3 credits; 45 clinical hours)	**HLTH 506** – Bioethics (3 credits – graduate course)		

Course Descriptions

Course descriptions for all RN-BSN courses are found in the [ADP catalog](#).

Clinical Guidelines

- Preceptor guidelines

Preceptors for the RN-BSN students must have a BSN degree or higher and a minimum of one year experience in the current role. Students may use multiple preceptors for clinical courses. Clinical forms need to be submitted for each preceptor. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Course requirements

- NRSG 431 Population Health
  - Students are required to obtain 45 hours of clinical experience in a community-based setting that will allow for experiential learning/ application of course content
  - Clinical experiences are directly supervised by a clinical preceptor
- NRSG 451 Nursing Leadership
  - Students are required to obtain 45 hours of clinical experience with a nurse in a leadership role at the unit level of higher
  - Clinical experiences are directly supervised by a clinical preceptor.

MSN

Program Design

The MSN program is designed to prepare nurses at the master's level to have opportunity for advancement in professional roles, including nursing education and administration. Completion of the MSN curriculum provides graduates with a strong foundation for life-long learning and readiness to pursue additional education at the doctoral level.

There are two levels in the MSN curriculum. Level one of the MSN curricula includes foundational core courses and advanced core courses. The advanced core courses of level one are specific to either the MSN nurse educator track or the MSN nursing administration track. Level one MSN foundational core courses facilitate increased depth of understanding in areas of nursing research and evidence-based practice, healthcare ethics from a Christian worldview, and healthcare informatics. The foundational core courses provide opportunities for application to population health, education, and leadership at an advanced level. The advanced core courses of level one for MSN nurse educator students include advanced pathophysiology, advanced pharmacology, and advanced physical assessment across the lifespan. The advanced core courses for the MSN nursing administration students include courses in interprofessional collaboration, healthcare policy, regulation, and law, and healthcare economics. Level two courses of the MSN curriculum are focused on a chosen area of nursing specialization at the master's level.

Course Delivery

The program can be completed in two years but must be finished within six years. Courses are offered in 6-week (summer) and 8-week (fall/spring) sessions throughout the year. Courses are delivered asynchronously online with synchronous online sessions scheduled as needed.

Student Learning Outcomes

- Essentials

  Students of the Master of Science in Nursing program (MSN) build upon baccalaureate foundational professional knowledge and expand their knowledge and expertise for higher level understanding and implementation of advanced nursing roles. The AACN *Essentials of Master's Education in Nursing* (AACN, 2011) and MSN Curricular Competencies provide the foundation for the tracks of the MSN program.

- **Graduate Learning Outcomes (GLOs)**
  1. Messiah University has established learning outcomes for graduate students. These learning outcomes are accomplished through curricular and co-curricular programming and structures. They are:
  2. Exhibit mastery of specialized knowledge
  3. Perform scholarly activities informed by professional standards.
  4. Demonstrate mastery of competencies required in their field of study.
  5. Articulate how Christian faith and principles inform their vocation.
  6. Apply ethical principles relevant to their profession.
  7. Demonstrate intercultural competence.

- **Program Goals**
  1. Prepare master's level professional nurses to provide ethical leadership and service by integrating knowledge into practice and applying quality principles for safe, holistic nursing care in advanced nursing roles.
  2. Provide a learning environment in which a Christian worldview of service, leadership, and reconciliation emphasizes the use of scientific knowledge, critical thinking, effective communication, and interprofessional collaboration to enhance nursing care and education directed at population health across diverse settings.
  3. Promote evidence-based knowledge for integration and dissemination across learning environments and the healthcare system.
  4. Provide an educational foundation for doctoral study and life long learning.
  5. Provide student-centered, evidence-based teaching and learning for nursing practice, leadership, service, and reconciliation.

- **Curricular Competencies**

  Graduates from the Master of Science in Nursing (MSN) program at Messiah University practice nursing from a Christian worldview and demonstrate the following competencies in their advanced professional nursing roles. The MSN graduate:
  1. Integrates knowledge from the science of nursing with the knowledge of other disciplines for the development of quality nursing care across diverse settings

2. Applies leadership skills that emphasize ethical and critical decision making for the promotion of high quality and safe nursing care
3. Applies quality principles to all areas of nursing practice
4. Uses translational research skills for the integration of evidence-based findings into nursing practice through written and verbal scholarly communication
5. Uses technology for the enhancement of communication and delivery of quality patient care
6. Uses knowledge of healthcare policy to promote advocacy strategies for the promotion of health and healthcare
7. Uses professional written and verbal scholarly communication for interprofessional collaboration for leadership in the management and coordination of care
8. Applies culturally humble care concepts in the planning, delivery, management, and evaluation of care across healthcare populations
9. Applies an advanced level of understanding of nursing concepts to nursing practice in both direct and indirect care settings

Tracks: MSN Nursing Administration
- The Master of Science in Nursing (MSN) Nursing Administration track is 38 credits and prepares students to serve diverse patient populations in a variety of healthcare settings. Students will grow as nursing professionals who leads through ethical decision-making and critical thinking, develop effective teams, and build interprofessional collaborations. In partnership with Messiah's MBA program, this degree track brings together cutting-edge nursing science and practice with executive management skills. Graduates will be prepared to take the American Nurses Credentialing Center (ANCC) Nurse Executive Board Certification exam after meeting the eligibility requirements. The program can be completed in three years but must be completed within six years.

Sample Plan of Study

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
Year 1:					
NURS 501 Statistics for Evidence-based Practice (3 cr)	**NURS 502** Research and Evidence-based Practice (3 cr)		**HLTH 506** Bioethics (3 cr)	**LEAD 505** Strategic Thinking, Planning, & Organizational Change (3 cr)	**HLTH 500** Health Informatics (3 cr)
Year 2:					
BUSA 501 Business Strategy & Execution (3 cr)	**HLTH 631** Health Policy and Legal Aspects of Healthcare (3 credits)		**LEAD 550** Organizational Effectiveness (3 cr)	**HLTH 640** Economics of Healthcare (3 cr)	
HLTH 620 Collaboration in Interprofessional Teams (3 cr)		**NURS 560** Nursing Administration and Executive Leadership I (4 cr; 2.5 theory/1.5 clinical = 90 hours)			
Year 3:					
NURS 562 Nursing Administration and Executive Leadership II -Capstone (4 cr; 2.5 theory/1.5 clinical = 90 hours)					

Course Descriptions: Course descriptions for all MSN courses are found in the Graduate catalog.

Preceptor Guidelines

Preceptors for MSN students must have an MSN degree or higher and a minimum of one year experience in their current role. Students may use multiple preceptors for clinical courses. Clinical forms need to be submitted for each preceptor. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Course Requirements

- NURS 560 Nursing Admin & Executive Leadership I
  - Students are required to have 90 clinical hours in a clinical setting working with a nurse manager at the unit level, nursing supervisor at the facility level, and high-level nursing administrator at the systems level.
- NURS 562 Nursing Admin & Executive Leadership II-Capstone
  - Students are required to have 90 clinical hours in a clinical setting working with a nurse manager at the unit level, nursing supervisor at the facility level, and high-level nursing administrator at the systems level.
  - Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Regulatory Standards

The *AONL Nurse Leader Competencies* (AONE, AONL, 2022) guide the MSN nursing administration track curriculum.

Tracks: MSN Nurse Educator

The curriculum for the Master of Science in Nursing (MSN) Nurse Educator track is designed to prepare nurse educators at the graduate level to have the opportunity for entry level teaching positions in undergraduate nursing education programs or to serve as clinical nurse educators in clinical practice settings. There are two levels in the curriculum design; the first level includes seven core nursing courses (21 credits) and the second includes five courses specific to nursing education which include clinical components (18 credits) for a total of 39 credits. Graduates will be prepared to take the National League for Nursing (NLN) Certified Nurse Educator examination after meeting the eligibility requirements.

Within the MSN nurse educator specialty, highlights of content areas include learning theories and educational philosophies, curriculum design and development, evaluation methods and measurement, multiple teaching methodologies, educational needs assessment, scholarship and service in the academic role, clinical nursing practice for direct and indirect nursing practice and educator roles, and clinical scholarship application in nursing practice and education to facilitate positive healthcare outcomes. The program can be completed in three years but must be completed within six years.

Sample Plan of Study

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
Year 1:					
NURS 501 Statistics for Evidence-based Practice (3 cr)	**NURS 502** Research and Evidence-based Practice (3 cr)	**NURS 503** Advanced Pathophysiology (3 credits)	**NURS 504** Advanced Pharmacology (3 cr)	**NURS 505** Advanced Physical Assessment across the Lifespan (3 cr: 2 theory/1 clinical; 60 clinical hrs)	**HLTH 500** Health Informatics (3 credits)
			HLTH 506 Bioethics (3 cr)		
Year 2:					
NURS 520 Foundations & Role App of Nurse Educator (3 cr: 2 theory, 1 clinical; 60 clinical hours)		**NURS 522** Measurement & Evaluation (3 cr)	**NURS 521** Curriculum in Nursing Education (3 cr)		
Year 3:					
NURS 530 Teaching Methods for Clinical Practice (6 cr: 3 theory, 3 clinical; 180 clinical hours)		**NURS 531** Nurse Educator: Leadership Role Development-Capstone (3 credits – 2 theory, 1 clinical; 60 clinical hours)			

Course Descriptions: Course descriptions for all MSN courses are found in the Graduate catalog.

Preceptor Guidelines

Preceptors for MSN students must have an MSN degree or higher and a minimum of one year experience in their current role. NURS 505 preceptors may be licensed NPs, physicians, or advanced practice nurses (APNs). Students may use multiple preceptors for clinical courses. Clinical forms need to be submitted for each preceptor. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Course Requirements
- NURS 505 Advanced Physical Assessment across the Lifespan
  - Students will complete a minimum of 60 clinical hours with a physician, NP, or APN who performs head-to-toe physical exams on patients across the lifespan.
- NURS 520 Foundations & Role Application of Nurse Educator
  - Students will observe a masters or doctorally-prepared nurse faculty member from a nursing program for a minimum of 15 hours in the classroom and 30 hours of clinical instruction. Students should contact the graduate clinical coordinator before contacting a Messiah University faculty member to request preceptorship.
- NURS 530 Teaching Methods for Clinical Practice
  - Students are required to obtain 180 hours of clinical practicum experience, which includes direct care experiences.
  - Clinical preceptors in both academic and clinical practice settings directly supervise clinical practicum experiences.
- NURS 531 Nurse Educator: Leadership Role Development-Capstone
  - Students are required to obtain 60 hours of clinical practicum experience that facilitates development and completion of their selected capstone project.

The NLN *Core Competencies of Nurse Educators* (NLN, 2012) guide the curriculum of MSN nurse educator track.

Track: Dual Degree MSN/MBA

The MSN/MBA coursework is a 56-credit program with courses offered online in 6-, 8-, or 16-week sessions. The program is completed in four years and has 180 clinical practicum hours. Students will develop the necessary skills to operate effectively as a leader in a number of executive healthcare roles. Graduates will be qualified to advocate for healthcare quality from both the patient and administrative perspectives. The program can be completed in four years but must be completed within seven years.

Sample Plan of Study

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	1st Summer	2nd Summer
Year 1:					
NURS 501 – Statistics for Evidence-based Practice (3 credits)	**NURS 502** – Research and Evidence-based Practice (3 credits)	**ECON 501** – Global Business & Economic Development (3 cr)	**HLTH 506** – Bioethics (3 credits)		**HLTH 500** - Health Informatics (3 cr)
Year 2:					
BUSA 501 - Business Strategy & Execution (3 cr) **LEAD 550** – Organizational Effectiveness (3 cr)	**ACCT 501** – Managerial Accounting & Finance (3 credits)	**BUSA 510** – Innovation & Entrepreneurship (3 credit) **BUSA/LEAD** Elective (3 cr)	**MRKT 515** – Marketing Strategy (3 credits)	**LEAD 505** – Strategic Thinking, Planning, and Organizational Change (3 cr)	
Year 3:					
HLTH 620 Collaboration in Inter-professional Teams (3 credits)	**HLTH 631** – Health Policy and Legal Aspects of Healthcare (3 credits)	**NURS 560** – Nursing Administration and Executive Leadership I (4 credits; 2.5 theory/1.5 clinical = 90 hours)		**HLTH 640** Economics of Healthcare (3 cr)	
Year 4:					
NURS 562 – Nursing Administration and Executive Leadership II (4 credits; 2.5 theory/1.5 clinical, 90 hours)		**BUSA 590** – Management Capstone (3 credits)			

Course Descriptions: Course descriptions for all MSN/MBA courses are found in the Graduate catalog.

Preceptor Guidelines:

Preceptors for MSN students must have an MSN degree or higher and a minimum of one year experience in their current role. NURS 505 preceptors may be licensed NPs, physicians, or advanced practice nurses (APNs). Students may use multiple preceptors for clinical courses. Clinical forms (student-preceptor agreement, preceptor verification, and resume) need to be submitted for each preceptor. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Course Requirements

▪ NURS 560 Nursing Admin & Executive Leadership I
   • Students are required to have 90 clinical hours in a clinical setting working with a nurse manager at the unit level, nursing supervisor at the facility level, and high-level nursing administrator at the systems level.

- NURS 562 Nursing Admin & Executive Leadership II-Capstone
  - Students are required to have 90 clinical hours in a clinical setting working with a nurse manager at the unit level, nursing supervisor at the facility level, and high-level nursing administrator at the systems level.

Regulatory Standards
- The *AONL Nurse Leader Competencies* (AONE, AONL, 2022) guide the MSN nursing administration portion of the curriculum.

DNP

Program Design
The DNP program is designed to prepare nurses at the doctoral level with holistic nursing care in an advanced role of nursing leadership.

Course Delivery
Courses are offered in 6-, 8-, 12-, or 16-week sessions throughout the year. Courses are delivered asynchronously online except for on-campus intensives (FNP only). Some courses may include synchronous online sessions scheduled as needed.

DNP Scholarly Project Toolkit
The DNP Scholarly Project is the hallmark of the practice doctorate, demonstrating an outcome of the student's education experience. The toolkit is a useful document for DNP Scholarly Project related content.

Student Learning Outcomes
- **Essentials**
Students of the DNP program build upon the generalist foundation afforded through baccalaureate nursing education guided by the AACN *Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2008). The DNP curricular competencies reflect the *Essentials of Doctoral Education for Advanced Nursing Practice* (AACN, 2006). DNP graduates are prepared for the highest level of evidence-based practice and research translation, and for specialized advanced nursing practice in the role of advanced nurse.

- **Graduate Learning Outcomes (GLOs)**
Messiah University has established learning outcomes for graduate students. These learning outcomes are accomplished through curricular and co-curricular programming and structures. They are:
1. Exhibit mastery of specialized knowledge
2. Perform scholarly activities informed by professional standards.
3. Demonstrate mastery of competencies required in their field of study.
4. Articulate how Christian faith and principles inform their vocation.
5. Apply ethical principles relevant to their profession.
6. Demonstrate intercultural competence.

- **Program Goals**
1. Prepare doctoral-level professional nurses to provide leadership and service in promoting quality, holistic nursing care.
2. Provide a learning environment where a Christian worldview of service and leadership is integrated toward a culture of excellence for life-long learning.
3. Promote evidence-based knowledge for integration across learning environments and the healthcare system.
4. Provide an educational foundation for advanced nursing practice and post-doctoral study.
5. Provide student-centered, evidence-based teaching and learning for advanced nursing practice, leadership, service, and reconciliation.

- **Curricular Competencies**

Graduates from the Doctor of Nursing Practice (DNP) program at Messiah University practice nursing from a Christian worldview and demonstrate the following competencies in their advanced nursing role. The DNP graduate:

1. Integrates nursing science with knowledge from ethics, biophysical, psychosocial, analytical, and organizational sciences as the foundation in applying the highest level of clinical reasoning and decision making for nursing practice planning and implementation of care.
2. Uses advanced skills of written and verbal scholarly communication for leadership of quality, ethical, and safety healthcare initiatives that incorporate inter-professional collaborations to meet current and future needs of patient populations.
3. Applies analytic methods for critical appraisal of all evidence types for translation of best practice evidence into high level nursing practice implementation through written and verbal scholarly communication.
4. Uses information systems/technology proficiently to evaluate programs of care, outcomes of care, and care systems for quality improvement and administrative decision-making.
5. Analyzes health care policies from the perspective of nursing and stakeholders for application to healthcare financing, regulation, access, safety, quality, and efficacy in providing high quality nursing care.
6. Integrates effective professional written and verbal scholarly communication skills to provide leadership for interprofessional development and implementation of practice models, peer. review, practice guidelines, health policy, standards of care, and/or other scholarly projects in addressing complex practice and organizational issues.
7. Analyzes epidemiological, biostatistical, occupational, and environmental data in the development, implementation, and evaluation of culturally humble care directed toward health promotion and disease prevention.
8. Demonstrates advanced levels of clinical assessment and judgment in designing, delivering, and evaluating evidence-based care to improve patient outcomes in primary care environments.

Tracks: post-BSN to DNP/FNP

Post-BSN to DNP/FNP students expand their knowledge and expertise for the advance practice role of family nurse practitioner through extensive clinical practice and role preparation in caring for patients across the lifespan within a Christian worldview. The curriculum for the Post-BSN to DNP/FNP program is designed to prepare baccalaureate degree nurses at the doctoral level with holistic nursing care in an advanced role as a family nurse practitioner. There are two levels in the curriculum design, for a total of 86 credits.

The program can be completed in three years but must be finished within eight years. Most courses are offered asynchronously online. NURS 601 and 602 are delivered as on-campus intensives. Some courses offer synchronous sessions throughout the semester that are available live or recorded. Graduates will be eligible to take the Family Nurse Practitioner national certification exam through either the American Association of Nurse Practitioners (AANP) or the American Nurses Credentialing Center (ANCC) upon completion of all FNP didactic and clinical courses.

Sample Plan of Study

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer Session**	**2nd Summer Session**
Year 1:					
HLTH 501 – Statistics for Evidence-based Practice (3 credits)	NURS 502 – Research for Evidence-based Practice (3 credits)	NURS 503 – Advanced Pathophysiology (3 credits) NURS 510 – Advanced Writing for Healthcare Professions (1 credit)	NURS 504 – Advanced Pharmacology (3 credits)	NURS 505 – Advanced Physical Assessment across the Lifespan (3 cr: 2 theory, 1 clinical); 60 clinical hrs)	NURS 601 – Foundational Concepts of the Family Nurse Practitioner Role I (1 cr: *intensive*) HLTH 500 – Health Informatics (3 cr)
Year 2:					
HLTH 620 – Collaboration in Interprofessional Teams (3 credits)	NURS 621 – Advanced Concepts in Health Promotion and Prevention (3 credits)	NURS 623 - Theoretical Foundations, DNP Role Development, & Project Planning (3 cr: 2 credits theory, 1 credit clinical- 60 project hours)			NURS 602 – Foundational Concepts of the Family Nurse Practitioner Role II (1 cr: *intensive*)
NURS 701 – Advanced Family Nursing Practice of Adults I (3 credits) NURS 702 – Advanced Family Nursing Practice of Adults I Practicum (2 clinical credits -120 clinical hours)		NURS 703 – Advanced Family Nursing Practice of Adults II (3 credits) NURS 704 – Advanced Family Nursing Practice of Adults II Practicum (2 clinical credits- 120 clinical hours)		NURS 632 – DNP Project Proposal (3 cr: 2 credits theory, 1 credit clinical- 60 project hours)	
Year 3:					
NURS 731 – DNP Project Implementation (3 credits: 1 credit theory, 2 credits clinical- 120 project hrs)		NURS 732 -- DNP Project Analysis & Evaluation (4 credits: 1.75 cr class, 2.25 credits clinical- 135 project hrs)		HLTH 640 – Economics of Healthcare (3 credits)	
NURS 705 – Advanced Physical Assessment of Children and Adolescents (2 credits) NURS 706 – Advanced Physical Assessment of Children and Adolescents Practicum (1 clinical credit- 60 clinical hours)		NURS 707 – Advanced Family Nursing Practice of Children and Adolescents (3 credits) NURS 708 – Advanced Family Nursing Practice of Children and Adolescents Practicum (1.5 clinical credits- 90 clinical hours)		NURS 709 – Advanced Family Nursing Practice for Women's Health (3 credits) NURS 710 – Advanced Family Nursing Practice for Women's Health Practicum (1.5 clinical credits –90 clinical hours)	
Year 4:					
NURS 630 – Principles of Clinical Genetics (2 credits)	HLTH 631 – Health Policy and Legal Aspects of Healthcare (3 credits)	NURS 624 – Epidemiological Principles in Family Nursing Practice (2 credits)	NURS 506 – Bioethics (3 credits)		
NURS 723 – Advanced Family Nursing Practice of Older Adults (3 credits) NURS 724 – Advanced Family Nursing Practice of Older Adults Practicum (3 clinical credits-180 clinical hrs)		NURS 721 – Advanced Family Nursing Application of Clinical Diagnostics (3 credits) NURS 722 – Advanced Family Nursing Application of Clinical Diagnostics Practicum (2 clinical credits- 120 clinical hrs)			

Total credits: 86
Total clinical hours: 1,215
NP practice hours: 840
DNP project hours: 375

Course Descriptions: Course descriptions for all DNP courses are found in the Graduate catalog.

Preceptor Guidelines

Preceptors for students in the DNP/FNP program must be licensed and certified nurse practitioners (NPs), licensed physicians, or licensed advanced practice nurses (APNs). Preceptors must have minimum of one year experience in the field. Students may use multiple

preceptors for clinical courses, but the same preceptor cannot be used as the sole preceptor for more than two clinical courses (starting in NURS 700 level courses). Clinical forms need to be submitted for each preceptor. DNP/FNP students must complete approximately 50% of the total clinical hours for the program with a nurse practitioner, which may exclude DNP project hours. Students should only spend clinical time with approved preceptors within the course dates. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency. For any questions about preceptors for the DNP/FNP program, please contact the graduate clinical coordinator.

Course Requirements
- NURS 505 Advanced Physical Assessment across the Lifespan
  - Students will complete a minimum of 60 clinical hours with a physician, NP, or APN who performs **full system** head-to-toe physical exams on patients across the lifespan.
- NURS 702 Advanced Family Practice of Adults I Practicum
  - Students are required to complete the 120 clinical hours as indicated on their personalized plan of study in a **primary care setting** for this course
- NURS 704 Advanced Family Practice of Adults II Practicum
  - Students are required to complete the 120 clinical hours as indicated on their personalized plan of study in a **primary care setting** for this course.
- NURS 706 Advanced Physical Assessment of Children & Adolescents Practicum
  - Students will complete the 60 clinical hours as indicated on their personalized plan of study hours with a NP, DO, MD, or APN who **performs head to toe physical exams on pediatric patients ages newborn to adolescent.**
- NURS 708 Advanced Family Nursing Practice of Children & Adolescents Practicum
  - Students are required to complete the 90 clinical hours as indicated on their personalized plan of study in a **pediatric primary care** setting for this course
- NURS 710 Advanced Nursing Practice for Women's Health Practicum
  - Students are required to complete the 90 clinical hours as indicated on their personalized plan of study in a **women's health setting** for this course with a physician, nurse practitioner, or APN (nurse midwife).
- NURS 722 Advanced Family Nursing Application of Clinical Diagnostics Practicum
  - Students are required to complete the 120 clinical hours as indicated on their personalized plan of study in any **setting of their choice** (i.e., inpatient, urgent care, cardiology, pulmonology, family practice, or psychiatry, etc.).
- NURS 724 Advanced Family Nursing Practice of Older Adults Practicum
  - Students are required to complete the 180 clinical hours as indicated on their personalized plan of study with an **older adult healthcare population** for this course.
- DNP project courses (NURS 623, 632, 731, and 732)
  - Students will find a project mentor from the clinical site where they intend to implement their project.
  - A project mentor agreement form must be approved prior to beginning hours.
  - Refer to the DNP Scholarly Project Toolkit and course syllabi for more information.
  - All DNP project courses must be taken sequentially. If interruption in project course sequence occurs, students must repeat the course(s) or gain approval for

progression from the DNP Coordinator.

Regulatory Standards

The DNP curricular competencies reflect the *Essentials of Doctoral Education for Advanced Nursing Practice* (AACN, 2006). The *National Organization for Nurse Practitioner Faculties* (NONPF) *Nurse Practitioner Core Competencies* (NONPF, 2017), along with the *NONPF Population-Focused Nurse Practitioner Competencies* (NONPF, 2013) guide the curriculum of the Post-BSN to DNP/FNP program.

Post-Graduation Board Certification Process

Graduates from the DNP/FNP program are eligible to sit for the ANCC or AANP FNP Certification exams. DNP/FNP students should initiate the FNP certification process. Application for the AANP or ANCC exam can be submitted up to 1 year prior to graduation. Students may sit for the certification exam prior to graduation, if all FNP clinical courses are completed. The exam will be scored; however, the certification number will not be released to the exam taker until the student graduates and the official, final transcript is uploaded. Please read and follow the AANP FNP Candidate Handbook or the ANCC FNP Certification website for application and examination instructions which must be followed precisely. If the exam is taken after graduation, the certification number will be released shortly after the exam is passed. After the certification exam is passed and the certification number is obtained, application for state licensure may begin. Directions for state licensure application varies by state. Please see the individual board of nursing website for application instructions. For questions or concerns with this process, contact the DNP program coordinator.

Tracks: DNP Nursing Leadership

Messiah's post-master's DNP nursing leadership program is appropriate for nurse practitioners, certified registered nurse anesthetists, certified nurse midwives, clinical nurse specialists, as well as nurse educators, nurse administrators, clinical nurse leaders and nurses with master's degrees in other related fields. DNP Nursing Leadership students expand their knowledge and expertise for the advanced nursing role through extensive clinical hours and role preparation within a Christian worldview.

The curriculum for the DNP Nursing Leadership program is designed to prepare advanced practice nurses or nurses with a master's degree in a related field, at the graduate level to provide holistic care in an advanced role of nursing leadership. The program is a minimum of 34 credits to include at least 1,000 graduate-level (post-baccalaureate) clinical/project hours.

The program can be completed in two years but must be finished within eight years. Courses are offered asynchronously online, and some courses may offer synchronous online sessions throughout the semester which are available live or recorded. The curriculum is geared towards preparing students to take the AONL Nurse Executive Practice Certification upon completion of eligibility requirements.

<div align="center">Sample Plan of Study</div>

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer Session**	**2nd Summer Session**
Year 1:					
HLTH 620 – Collaboration in Interprofessional Teams (3 credits)	**NURS 621** – Advanced Concepts in Health Promotion and Prevention (3 credits)	**NURS 510** - (*elective*) Advanced Writing for Healthcare Professions (1 cr)	**NURS 506** – Bioethics (3 credits)	**HLTH 640** – Economics of Healthcare (3 credits)	**NURS 715** - Clinical Residency (variable 1-5 credits)
NURS 715 - Clinical Residency (variable 1-5 credits)	**LEAD 505** - Strategic Thinking, Planning & Organizational Change (3 credits)	**NURS 623** – Theoretical Foundations, DNP Role Development, & Project Planning (3 cr: 2 credits theory, 1 credit clinical- 60 project hours)		**NURS 632** – DNP Project Proposal (3 cr: 2 credits theory, 1 credit clinical- 60 project hours)	
Year 2:					
NURS 731 – DNP Project Implementation (3 credits: 1 credit theory, 2 credits clinical- 120 project hrs)		**NURS 740** - Managing Healthcare Quality & Safety (3 credits)			
NURS 715 - Clinical Residency (variable 1-5 credits)	**HLTH 631** – Health Policy and Legal Aspects of Healthcare (3 credits)	**NURS 732** – DNP Project Analysis & Evaluation (4 credits – 1.75 class; 2.25 clinical- 135 clinical hours)			

Total credits: 34-45
Total clinical hours: 375-1,000

Course Descriptions: Course descriptions for all DNP courses are found in the [Graduate catalog](#).

Mentor Guidelines

Mentors for students in the DNP NL program must representatives from the clinical agency where the residency hours for the DNP project are being conducted. Mentors must have minimum of one year experience in the field. Students may use multiple mentors for project or residency courses. Clinical forms need to be submitted for each mentor. Students should only spend clinical time with approved mentors within the course dates. If you have any questions about mentors for the DNP NL program, please contact the graduate clinical coordinator. Academic and other pertinent information will be shared with clinical agencies upon written request from the agency.

Course Requirements

- DNP project courses (NURS 623, 632, 731, and 732)
  - Students will find a project mentor from the clinical practice site where they intend to implement their project.
  - A project mentor agreement form must be approved prior to beginning hours.
  - Refer to the DNP Scholarly Project Toolkit and course syllabi for more information.
  - All DNP project courses must be taken sequentially. If interruption in project course sequence occurs, students must repeat the course(s) or gain approval for progression from the DNP Coordinator.
- NURS 715 Clinical Residency
  - Students will find a mentor with the guidance of the course faculty and complete the [Student-Mentor Residency Agreement](#)

Regulatory Standards

The DNP curricular competencies reflect the *[Essentials of Doctoral Education for Advanced Nursing Practice](#)* (AACN, 2006) and *[AONL Nurse Leader Competencies](#)* (AONE, AONL, 2022). DNP NL graduates are prepared for the highest level of evidence-based practice and research translation.

Certificates

Post-BSN

- The Graduate Certificate in Nursing Education is designed for post-BSN graduates who wish to advance their career as a nurse educator. This 12-credit online certificate is a combination of clinical fieldwork and graduate nursing courses that will lay the foundation for an MSN degree.

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
Year 1:					
NURS 520 – Foundations & App of Nurse Edu Role (3 cr: 2 theory/1 clinical; 60 clinical hrs)		**NURS 522 –** Measurement & Evaluation (3 cr)			**HLTH 500 –** Health Informatics (3 cr)
	NURS 502 – Research and Evidence-based Practice (3 cr)				

- The Graduate Certificate in Nursing Management & Leadership provides an option for post-BSN graduates who work in direct care management roles to gain knowledge and advanced leadership and management skills. This 13-credit online certificate is a combination of clinical fieldwork and graduate nursing and health courses that will lay a foundation for an MSN or MSN/MBA dual degree.

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
Year 1:					
HLTH 620 - Collaboration in Interprofessional Teams (3-credit)	**NURS 502 –** Research and Evidence-based Practice (3 credits)	**NURS 560** – Nursing Administration and Executive Leadership I (4 cr: 2.5 class/1.5 clinical practicum = 90 hours)			**HLTH 500 –** Health Informatics (3 cr)

Post-MSN

- The Certificate of Advanced Graduate Studies (CAGS) in Nursing Administration is designed for registered nurses who hold an advanced degree in nursing (MSN, DNP, Ph.D.) without a nursing administrator focus. The curriculum was designed using the *AONL Nurse Leader Competencies* (AONE, AONL, 2022). This 12-credit online certificate is geared towards preparing the nurse to take the ANCC Nurse Executive Board Certification exam after meeting the eligibility requirements.

Fall Semester		Spring Semester		Summer Semester	
Early Fall	**Late Fall**	**Early Spring**	**Late Spring**	**1st Summer**	**2nd Summer**
HLTH 620 – Collaboration in Inter-professional Teams (3 cr)			**LEAD 550 –** Organizational Effectiveness (3 credits)	**HLTH 640 –** Economics of Healthcare (3 credits)	
			NURS 560 – Nursing Administration and Executive Leadership I (4 cr: 2.5 class/1.5 clinical practicum = 90 hours)		

- The Certificate of Advanced Graduate Studies (CAGS) in Nursing Education is designed for registered nurses who hold an advanced degree in nursing (MSN, DNP, or Ph.D.) without a nurse educator focus. This 12-credit online certificate consists of both theory and clinical experiences. Those who complete this certificate program will be prepared to take the NLN Certified Nurse Educator exam after meeting the eligibility requirements.

Fall Semester		Spring Semester		Summer Semester	
Early Fall	Late Fall	Early Spring	Late Spring	1st Summer	2nd Summer
Year 1:					
NURS 530 – Teaching Methods for Clinical Practice (6 credits – 3 theory, 3 clinical; 180 clinical hours)		**NURS 522** – Principles Measurement & Evaluation (3 credits)	**NURS 521** – Curriculum in Nursing Education (3 credits)		

Acknowledgement

Signature Receipt of ADP and Graduate Program in Nursing Student Handbook

Please type your signature on this page from the handbook. Scan the signed page, save it to your computer and upload into Canvas.

My signature indicates that I have read, understood, and agree to abide by all policies and guidelines established by the Messiah University ADP and Graduate Programs in Nursing. My signature also indicates that I authorize the Graduate Nursing Committee or its delegate to regularly review and evaluate my academic and disciplinary records for the purpose of monitoring my eligibility for progression in the nursing major. I understand that Messiah University Department of Nursing reserves the right to modify policies due to unforeseen circumstances. I understand that eligibility to continue in the nursing major is contingent upon satisfaction of all stated admission and progression criteria.

SIGNATURE _____
I certify that I have read and acknowledge these statements and verify that, by typing my name on the line above, I understand that this electronically serves the same purpose as affixing my original signature to this document.

DATE _____

Appendices

Appendix A: FNP Clinical Site Visit Guidelines

The Messiah University School of Graduate and Professional Studies is committed to high quality graduate nursing education. These guidelines were developed to support and assess the clinical experiences and the partnerships between the students, faculty, school, preceptors, and clinical sites.

Overall guidelines:
1. Express thanks to the preceptor for their commitment and involvement
2. Address student/preceptor connection with the Messiah University faculty and graduate nursing program
3. Identify opportunities for constructive feedback & teaching "in the moment"
4. Evaluate and promote professional growth and development
5. Assess student's confidence in skill & knowledge
6. Conduct appropriate number and timing of site visits:
   a. Number of site visits should equal the number of credits in the clinical course
   b. Site visits should be equally divided across the students' scheduled hours
      i. Ex: 2 credit clinical course should have 2 site visits, approximately 1/3 and 2/3 of the way through the students' hours
      ii. Since each student will complete hours at their own pace, the visits should be scheduled across the students' scheduled hours, not necessarily by weeks of the semester.
7. Deliver clear expectations for future hours/courses
8. Conduct site visits via Zoom unless an in-person site visit is warranted

Questions for faculty to ask:
- Did student initiate/schedule the site visit in a timely manner?
- How many clinical hours has student completed?
- How do the student and preceptor believe the student is performing?
- Does the student exhibit professionalism at the clinical site?
- What types of patients is student seeing?
- Is the student obtaining HPI/ROS and/or conducting the PE independently?
- To what degree is the student participating in diagnosis/planning/clinical decision making?
- Is the student appropriately proficient in the number of patients seen per day?
- Are there any questions/concerns from student or preceptor?

Faculty should:
- View student/patient encounter, if possible
- Evaluate computer or SOAP note documentation
- Identify goals for remaining clinical hours/future semesters

- Review number of clinical hours and plan for completing remaining hours
- Assess Exxat notes and patient encounters for diversity/appropriateness to course
- Evaluate appropriateness of student performance based on timing in semester and curricular placement

Steps to clinical site visit:
1. Prior to the site visit:
    - Student coordinates site visit scheduling based on number of hours completed and availability of preceptor, student, and faculty. Students who do not establish and maintain appropriate communication with the clinical faculty to schedule the site visit are at risk for not passing the course. Student should identify 3-4 available days/times and present them to clinical faculty at least 3 weeks in advance. When scheduled, the faculty will establish a Zoom link and send to the student or use the faculty member's Personal Meeting ID number.
    - Faculty should review Exxat for number of completed hours, types of patients being seen, independence level during patient encounters, and SOAP notes (minimum one per clinical day or at faculty discretion). Faculty should mark clinical hours as "approved" in Exxat after review.

2. During site visit:
    - Student meets with preceptor and clinical faculty via Zoom or in person
    - Faculty will ask questions of student and preceptor
    - Faculty observes clinical encounter with patient. If direct patient observation is not possible, student may be referred for a phone, Zoom-based, or in-person standardized patient simulation.
    - Student should present the observed patient to the faculty, including review of management plan.
    - Faculty and student review SOAP note/documentation record
    - Faculty reviews student's Exxat case log summary and debrief about progress, problems, and/or challenges
    - Student and faculty establish goals for remainder of clinical hours
    - Student and faculty evaluate appropriateness of clinical site in terms of patient population, preceptor/staff dedication, and physical environment.
    - Preceptor provides objective input regarding student progress

3. After site visit:
    - Faculty to complete the Clinical Site Visit Formative Assessment Tool in the course Canvas site.
    - Mark site visit as complete in Canvas.
    - Student reviews comments and apply recommendations
    - Preceptor completes end of semester assessment of student performance via Exxat.

Appendix B: Clinical Site Visit Formative Assessment Tool

Purpose: The purpose of this tool is to assess student performance and progress through FNP clinical courses and to identify strength and areas for improvement.

Directions: Clinical course faculty will complete this tool in Canvas using the rating scale below after clinical site visit (virtual or face-to-face) observation and discussion with the student and preceptor.

N/A = Not seen or not applicable to current clinical site
0 = unable to demonstrate
1 = able to demonstrate with significant assistance
2 = able to demonstrate with some assistance
3 = independent with minimal assistance
4 = mostly independent
5 = completely independent and accurate

Criteria	Rating 0-5	Comments
Reviews health records to gather appropriate data		
Thoroughly collects HPI and ROS		
Conducts physical exams using appropriate technique		
Selects appropriate diagnostic tests		
Demonstrates knowledge of pathophysiology related to common conditions		
Identifies appropriate differential diagnoses		
Develops a thorough plan of care that incorporates the patient's educational needs, lifestyle, culture, and family/community resources		
Considers evidence-based treatments for common conditions		
Quickly identifies emergent situations		
Collaborates with and refers to an interprofessional healthcare team when indicated		
Documents in a well-organized, thorough, and concise manner		
Accepts constructive feedback in a positive manner		
Provides patients and colleagues with warmth, compassion, and respect		
Models professional behavior in communication and timeliness		
Actively pursues learning opportunities and remains engaged throughout clinical experiences		
Strengths:		
Areas for Improvement:		

Appendix C: Clinical Requirement Checklist

Student Name: _____

Course: _____

Document	Notes	Date	Complete
*Current RN license	Renew every 2 years		
*BLS for Healthcare Providers	Maintain current certification		
*TB Test	Less than 1 year prior to start of clinical		
*Medical Insurance	Update prior to clinical course		
*Liability Insurance • DNP/FNP Students: NP student coverage is needed	$1 million/3 million minimum		
State Criminal Background Check	Less than 1 year prior to start of clinical		
Child Abuse Clearance	Less than 1 year prior to start of clinical		
FBI Fingerprinting Clearance	Less than 1 year prior to start of clinical		
Urine Drug Screen	10 panel, within 1 year of clinical start		
Physical Examination	Immunizations and lab tests complete, exam less than 1 year prior to clinical		
Influenza Vaccine	Need for fall and spring clinical courses only (October to April)		
COVID-19 Vaccine	Both doses of 2-dose series or 1 dose of 1-dose vaccine		

*These items need to be current and uploaded into Exxat at the beginning of every clinical course.

Additional requirements may be requested by individual clinical agencies and may include HIPAA training and educational modules.

Appendix D: Preceptor Verification Form

Please complete the table below. We are required to keep this information on file as accreditation and state board of nursing requirements.

Preceptor Information

Preceptor name, credentials, clinical site location	Population-focused area of practice and/or specialty, if applicable	Certification* **Please include the expiration date**	Years of practice in the population-focused area of practice or specialty	# of students to be precepted concurrently	State Licensure/ Approval/ Recognition**

*ANCC, AANP, or Board of Medicine certification information
**RN, Advanced practice nurse, or physician license information

Appendix E: Physical Exam Form

Last Name: _____ First Name: _____ Date of Birth: _____ Sex: _____

Home Address: _____ City: _____ State: _____ Zip: _____

Emergency Contact: _____ Relationship: _____ Phone Number: _____

TO THE EXAMINER: Please perform a physical examination and comment on all abnormal areas. Healthcare provider must hold licensure as a physician, nurse practitioner, or physician assistant.

Height: _____ Weight: _____ Blood Pressure: _____

Allergies: _____

Body System	Normal	Abnormal	Comments:
HEENT			
Skin & Lymph			
Respiratory			
Cardiovascular			
Gastrointestinal			
Genitourinary (including hernia)			
Musculoskeletal			
Neurological			
Psychiatric			

Laboratory Tests and Immunizations:
Please complete ALL of the following and include the dates (or attach immunization record).

TB screen (1 or 2 step PPD or IGRA test) Type: _____ Date: _____ Result: _____

If positive TB test,* Date of Chest X-ray: _____ Result: _____

Positive TB screen requires a physical exam that includes a focused symptom screen & chest x-ray. Documentation of appropriate medical treatment is required following a positive diagnosis of active or latent TB infection. Following a positive TB screen, documentation of an annual symptom screen is required.

	Immunization date(s)		Titer date and result
Varicella			
Measles/Mumps/Rubella			
Hepatitis B			
Tdap (within last 10 years)			
COVID-19			
Influenza			

Health Care Provider: Signing below indicates that you have found the named student to be in good physical and mental health, free from any health impairment which is of potential risk to patients, personnel, students, or faculty and which might interfere with the performance of his/her nursing student responsibilities, and able to participate fully in a nursing clinical experience.

_____

Signature of Examiner   Printed Name   Credentials   Date

_____

Address   Phone number   License #

Appendix F: Student-Preceptor Agreement

STUDENT AND PRECEPTOR INFORMATION

Student Name: _____

Preceptor Name: _____

Clinical Site: _____

Course: _____

Dates: _____ Hours Needed: _____

The student agrees to:

- Schedule all clinical time, including make-up time, at the convenience of the preceptor.
- Be prepared and punctual in the clinical area on scheduled days and times.
- Notify preceptor and faculty of schedule changes, as far in advance as possible.
- Maintain patient confidentiality in accordance with state and federal law.
- Function within the protocols of the clinical agency and clinical scope of practice.
- Demonstrate professionalism in all aspects of the preceptorship, including attendance, meetings, and discussions.
- Complete the agreed upon hours of clinical experience.
- Contact the School of Nursing faculty with any concerns.

The preceptor agrees to:

- Negotiate dates and times for student clinical experiences and arrange for a qualified substitute in the Preceptor's absence
- Meet with the student before the clinical experience begins in order to discuss the objectives, activities, and outcomes of the preceptorship.
- Provide necessary orientation.
- Serve as a mentor and provide supervision for the student during the duration of the clinical experience.
- Evaluate student's progress and provide regular feedback.
- Inform the School of Nursing of any problems with the student.
- Communicate with the faculty about student performance as requested.

Student Signature _____ Date _____

I certify that I have read and acknowledge these statements and verify that, by typing my name on the line above, I understand that this electronically serves the same purpose as affixing my original signature to this document.

Preceptor Signature _____ Date _____

I certify that I have read and acknowledge these statements and verify that, by typing my name on the line above, I understand that this electronically serves the same purpose as affixing my original signature to this document.

Appendix G: Student-Mentor Residency Agreement

STUDENT AND MENTOR INFORMATION
Student Name: _____
Mentor Name: _____
Mentor Phone Number and Email: _____
Residency Site: _____
Residency Topic: _____
Residency Dates: _____
Course Faculty: _____

The student agrees to:
- Schedule all residency time, including make-up time, at the convenience of the clinical site.
- Be prepared and punctual on scheduled days and times.
- Notify mentor and faculty of schedule changes, as far in advance as possible.
- Maintain patient confidentiality in accordance with state and federal law.
- Function within the protocols of the residency agency and clinical scope of practice.
- Demonstrate professionalism in all aspects of the residency, including attendance, meetings, and discussions.
- Contact the faculty with any concerns.

The mentor agrees to:
- Negotiate dates and times for student residency experiences and arrange for a qualified substitute in the mentor's absence.
- Meet with the student before the residency begins in order to discuss the objectives, activities, and outcomes of the project.
- Provide necessary orientation.
- Serve as a mentor and provide supervision for the student during the residency.
- Evaluate student's progress and provide regular feedback.
- Inform the faculty of any problems with the student.
- Communicate with the faculty about student performance as requested.

Student Signature _____ Date _____
I certify that I have read and acknowledge these statements and verify that, by typing my name on the line above, I understand that this electronically serves the same purpose as affixing my original signature to this document.

Mentor Signature _____ Date _____
I certify that I have read and acknowledge these statements and verify that, by typing my name on the line above, I understand that this electronically serves the same purpose as affixing my original signature to this document.

Appendix H: Clinical Incident Process

In the event that a student or faculty member is involved in a situation during a clinical experience which warrants the completion of an institutional incident report, the following process must be followed:

POLICY:

The Department of Nursing will keep records of any reportable clinical incidents directly related to student performance in the clinical setting that results in the clinical facility or agency formally documenting it as a clinical incident.

PURPOSE:

This documentation provides the necessary information for the Department of Nursing should it be needed at a future date.

Clinical incident documentation will serve as information to guide possible policy revision and review related to clinical/simulation experiences and activities of students.

PROCEDURE:

1. Any reportable clinical incident related to patient care will be immediately reported by the clinical instructor.

2. The clinical instructor will assist the student in completing documentation required by the clinical facility laboratory.

3. The clinical instructor, along with the student involved in the incident, will complete the Department of Nursing Clinical Incident Report form within 72 hours.

4. The clinical instructor will report the simulation incident to the Course Coordinator and the clinical incident to both the Course Coordinator and Assistant Dean of Nursing within 72 hours.

5. The Assistant Dean of Nursing will discuss the clinical incident with the course faculty to identify any need for further action.

6. The completed form for the clinical incident will be kept in the Department of Nursing's confidential file for a period of five years after student is no longer in the nursing program.

CLINICAL INCIDENT REPORT FORM

Agency Name: _____   Agency Contact: _____

Student Name: _____   Faculty Name: _____

Clinical Course: _____   Clinical Rotation: _____

Date of Incident: _____   Time: _____ a.m. /p.m.

_____

List all individuals involved (including titles):

Description of incident & patient response as documented on patient record. Include nature of or potential for injury:

Description of any intervention post-incident:

What was the patient outcome (if known)?

What recommendations were made to prevent this type of incident in the future:

_____ _____   _____ _____
Student Signature   Date   Faculty Signature   Date

_____ _____   _____ _____
Assistant Dean of Nursing Signature   Date   Course Coordinator Signature   Date