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**LEGISLATION AND RULES COMMITTEE  
BOARD OF NURSING**

**Room 121A, 1400 East Washington Avenue, Madison WI**  
**Contact: Sharon Henes (608) 266-2112**  
**October 17, 2016**

*Notice: The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Committee. A quorum of the Board may be present during the committee meeting.*

**8:00 a.m.**

**AGENDA**

**CALL TO ORDER – ROLL CALL – OPEN SESSION**

- A. Approval of Agenda (1)**
- B. Legislation and Administrative Rules Matters – Discussion and Consideration (2-72)**
  - 1) Proposals for Amending N 1 Relating to School Approval
  - 2) Update on Pending and Possible Rulemaking Projects
- C. Public Comments**

**ADJOURNMENT**

## Chapter N 1

### APPROVAL FOR SCHOOLS OF NURSING

N 1.01	Authority and intent.
N 1.02	Definitions.
N 1.03	Authorization to plan a school of nursing.
N 1.04	Authorization to admit students.
N 1.05	Approval of school of nursing.
N 1.06	Approval of out of state school of nursing.

N 1.07	Accreditation.
N 1.08	Standards.
N 1.09	NCLEX pass rates.
N 1.10	Continuation of board approval.
N 1.11	Closure of a school of nursing.
N 1.12	Nursing refresher course approval.

**Note:** Chapter N 1 as it existed on January 31, 1983 was repealed and a new chapter N 1 was created effective January 1, 1983. **Chapter N 1 as it existed on July 31, 2014 was repealed and a new chapter N 1 was created effective August 1, 2014.**

**N 1.01 Authority and intent. (1)** The rules in this chapter are adopted pursuant to authority of ss. 15.08 (5) (b) and 441.01 (3), Stats.

**(2)** The intent of the board of nursing in adopting rules in this chapter is to clarify requirements and develop efficient timelines for the nursing school approval process and to reduce duplication that exists between the board and nursing accreditation processes for nursing schools.

**History:** Cr. Register, January, 1983, No. 325, eff. 2-1-83; am. (2), Register, August, 1989, No. 404, eff. 9-1-89; correction in (1) made under s. 13.93 (2m) (b) 7., Stats., Register, August, 1989, No. 404; correction in (1) made under s. 13.93 (2m) (b) 7., Stats., Register, October, 2000, No. 538; **CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14.**

**N 1.02 Definitions.** In this chapter:

**(1)** “Annual NCLEX pass rate” means the NCLEX pass rates for those who took the NCLEX between January 1 and December 31.

**(2)** “Board” means board of nursing.

**(3)** “Certificate of completion” means a student has completed the portion of the program equivalent to a diploma in practical nursing or professional nursing.

**(4)** “Class” means a graduating class for each 12-month period.

**(5)** “Institution” means the college, university or governing body which has the authority to conduct a school of nursing.

**(5g)** “Institutional accreditation” means that institution conforms to the standards of education prescribed by a regional or national accrediting commission recognized by the U.S. department of education.

**(5r)** “NCLEX” means national council licensure examination.

**(6)** “Nursing accreditation” means the school of nursing conforms to the standards of a board recognized nursing accreditation agency.

**(8)** “Out-of-state school” means a school operating in Wisconsin with a physical location outside of Wisconsin.

**(10)** “School of nursing” means a school for professional nurses or practical nurses.

**(11)** “School of practical nursing” means a school preparing students for practical nurse licensure.

**(12)** “School of professional nursing” means a school preparing students for registered nurse licensure. This includes schools granting certificate of completion for practical nurse licensure or professional nurse licensure.

**History:** Cr. Register, January, 1983, No. 325, eff. 2-1-83; r. and recr. (1), r. (5) and (7), renum. (2) to (4), (8), (10) and (11) to be (3) to (5), (7), (13) and (14), cr. (2), (8), (10) to (12) and (15), am. (6) and (9) (intro.), Register, July, 1989, No. 403, eff. 8-1-89; **CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; renumbering (7) and (9) to (5r) and (5g) under s. 13.92 (4) (b) 1., Stats., Register July 2014 No. 703.**

**N 1.03 Authorization to plan a school of nursing.**

**(1)** An institution planning to establish and conduct a school of

nursing for professional or practical nursing shall file with the board an application including all of the following:

(a) Name and address of the controlling institution and evidence of the accreditation status of the controlling institution.

(b) Statement of intent to establish a school of nursing, including the academic and licensure levels of all programs to be offered and the primary method of instruction.

(c) Evidence of the availability of sufficient clinical facilities and resources.

(d) Plans to recruit and employ a qualified educational administrator and qualified faculty.

(f) A proposed timeline for planning and implementing the program and intended date of entry for the first class.

**(2)** The board shall make a decision on the application within two months of the receipt of the completed application and notify the controlling institution of the action taken.

**History:** **CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14.**

**N 1.04 Authorization to admit students. (1)** The school of nursing shall file with the board an application including all of the following:

(a) Verification of employment of an educational administrator.

(b) Evidence of provision of faculty meeting the qualifications in s. N 1.08 (3).

(c) The school of nursing’s philosophy and objectives.

(d) An overview of curriculum including all of the following:

1. Content.
2. Course sequence.
3. Course descriptions.
4. Program evaluation plan.
5. Course syllabi for the first year and plan for subsequent years.

(e) Verification of the establishment of student policies for admission, progression, retention, and graduation.

(f) Verification of the students’ ability to acquire clinical skills by providing all of the following:

1. Letter of intent or contracts from clinical facilities securing clinical opportunities and documentation of the facility, type, size, number of beds, and type of patients.
2. Documentation of simulation equipment and experiences.
- (g) An updated timeline for implementing the program and intended date for entry of the first class.

**(2)** The board shall make a decision on the application within 2 months of the receipt of the completed application.

**(3)** Withdrawal of authorization may occur for failure to meet the standards in s. N 1.08.

**History:** **CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; correction in (1) (d) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.**

**N 1.05 Approval of school of nursing. (1)** A school of nursing may apply for approval of the school of nursing upon graduation of the first class or eligibility to sit for the NCLEX, but

may not apply later than graduation of the third class. The school of nursing shall submit all of the following:

(a) A self-evaluation report setting forth evidence of compliance with the standards in s. N 1.08.

(b) The school of nursing's ongoing systematic evaluation plan, including an evaluation of the NCLEX success rate.

(2) The board may conduct a site survey of the school of nursing. A determination to conduct a site survey shall occur within 2 months of receipt of completed application for approval.

(3) The board shall make a decision on the application within two months of the completed site survey or receipt of the completed application, whichever is later. The board shall approve the school based on verification that the school of nursing is in compliance with nursing education standards in s. N 1.08.

(4) The board may grant conditional approval. The notice of conditional approval shall contain a short statement in plain language of the basis, specifying the standard upon which the conditional approval is based. A school of nursing that receives a conditional approval may not admit new students to the school of nursing until the school of nursing receives full approval. The school of nursing may apply for full approval in three months from the date the school of nursing receives conditional approval.

(5) If the board denies the school of nursing approval, the notice of denial shall contain a short statement in plain language of the basis for denial, specifying the standard upon which the denial is based. The controlling institution shall do all of the following:

(a) Implement the time frame established by the board for transfer of enrolled students to an approved school of nursing and report to the board the date of transfer for each student by name.

(b) Arrange for the secure storage and access to academic records and transcripts for the next 50 years. Provide the board with the name and address of the educational institution or other organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.

(c) Close the school of nursing occur when the last student has transferred.

(d) Submit progress reports during the closure process upon request of the board.

(6) A school of nursing denied approval or given a conditional approval may request a hearing within 30 calendar days after the mailing of a notice. The school of nursing may be granted a stay of the school closure during the appeal process.

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; correction in (1) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.

#### N 1.06 Approval of out of state school of nursing.

(1) APPROVAL. An out-of-state school of nursing shall be approved if all of the following requirements are met:

(a) The school is approved by the board of the state the school is located.

(b) The school is accredited by a nursing accreditation body recognized by the Wisconsin board.

(2) CONTINUED APPROVAL. An out-of-state school shall maintain approval as long as school of nursing meets the requirements in sub. (1).

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; correction in (2) made under s. 13.92 (4) (b) 1., Stats., Register July 2014 No. 703.

#### N 1.07 Accreditation. (1) A school of nursing shall

receive nursing accreditation by a board recognized nursing accreditation agency within three years of school approval. Schools of nursing which have received board approval prior to July 1, 2014 shall receive nursing accreditation by a board recognized nursing accreditation agency by July 1, 2017.

(2) Schools of professional nursing that grant a certificate of completion shall hold accreditation at the level of the complete degree at which a diploma is conferred.

(3) Failure to maintain nursing accreditation shall result in withdrawal of school approval.

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14.

**N 1.08 Standards. (1) ORGANIZATION AND ADMINISTRATION.** The institution shall assume legal responsibility for overall conduct of the school of nursing. The institution shall do all of the following:

(a) Designate an educational administrator, establish administrative policies, and provide fiscal, human, physical, clinical, and technical learning resources adequate to support school processes, security, and outcomes.

(b) Maintain institutional accreditation.

(c) Develop and maintain written school of nursing administrative policies which are in accord with the institution.

(d) Have written contracts between the school of nursing and institutions which offer associated academic study, clinical facilities, and agencies for related services for students.

(2) EDUCATIONAL ADMINISTRATOR. (a) The qualifications for the educational administrator are all of the following:

1. Current, active registered nurse license or privilege to practice in Wisconsin that is not encumbered.

2. A graduate degree with a major in nursing.

3. Knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation and either educational preparation or 2 years experience as an instructor in a nursing education program within the last 5 years.

4. Current knowledge of nursing practice.

(b) The institution shall notify the board within 48 hours of the termination, resignation, or retirement of an educational administrator and designate the interim educational administrator within 5 business days. The institution may request board approval of an interim educational administrator who does not meet the qualifications in par. (a). The interim educational administrator may serve no longer than 6 months. The institution may request an extension of time based upon hardship.

(3) FACULTY. (a) *Faculty standards.* The school of nursing shall have evidence of the faculty meeting the standards in this section on file in the school of nursing office and available upon request to the board.

(b) *Qualifications for professional nursing faculty.* The qualifications for the faculty of a school of professional nursing are all of the following:

1. Hold a current, active registered nurse license or privilege to practice in Wisconsin that is not encumbered.

2. A graduate degree with a major in nursing. Interprofessional faculty teaching non-clinical nursing courses shall have advanced preparation appropriate for the content being taught.

(c) *Qualifications for practical nursing faculty.* The qualifications for the faculty of a school of practical nursing are all of the following:

1. Hold a current, active registered nurse license or privilege to practice in Wisconsin that is not encumbered.

2. A baccalaureate degree with a major in nursing.

(d) *Faculty exceptions.* An educational administrator may apply to the board for exceptions to faculty requirements. A school of nursing that is granted a faculty exception for a faculty member shall provide the faculty member with a supervisor who meets the qualifications in par. (b) or (c). A minimum of 50 percent of faculty must meet the faculty qualifications. The board may grant one of the following exceptions:

1. 'Standard exception.' A standard exception may be renewed upon showing proof of progress and continued active enrollment each year. The standard exception is for a person who has a baccalaureate degree in nursing and is actively enrolled in one of the following:

- a. A master's program with a major in nursing.
- b. A bachelor's in nursing to doctorate program in nursing.
- c. A doctorate program in nursing.
2. 'Emergency exception.' A person with a baccalaureate degree in nursing may be employed for a short-term, unanticipated emergency situation including medical leave. The emergency exception is for a term no longer than one semester and may not be renewed.
3. 'Non-nursing masters degree exception.' Each school of professional nursing may apply for one non-nursing masters degree exception provided the person has all of the following:
  - a. A bachelor's degree in nursing.
  - b. A graduate degree related to the topic of the course the person is teaching.
  - c. Nursing experience in the area of teaching assignment.
  - d. A unique combination of knowledge, experience, and skills that will best serve the school of nursing, faculty, and students in a specific content area.

**(4) CURRICULUM.** The curriculum shall enable the student to develop the nursing knowledge, skills and abilities necessary for the level, scope and standards of competent nursing practice expected at the level of licensure. All curriculum shall be developed by a faculty member with a graduate degree. Curriculum shall be revised as necessary to maintain a program that reflects advances in health care and its delivery. The curriculum shall include all of the following:

- (a) Evidence-based learning experiences and methods of instruction consistent with the written curriculum plan. The methods of instruction may include distance education methods.
- (b) Diverse didactic and clinical learning experiences consistent with program outcomes.
- (c) Coursework shall include all of the following:
  1. Content in the biological, physical, social and behavioral sciences to provide a foundation for safe and effective nursing practice.
  2. Content regarding professional responsibilities, legal and ethical issues, and history and trends in nursing and health care.
  3. Didactic content and supervised clinical experiences in the prevention of illness and the promotion, restoration and maintenance of health in patients across the lifespan and from diverse cultural, ethnic, social and economic backgrounds.

**(5) CLINICAL LEARNING EXPERIENCES.** (a) Patient experiences shall occur in a variety of clinical or simulated settings and shall include all of the following:

1. Integrating patient safety principles throughout the didactic and clinical coursework.
2. Implementing evidence-based practice to integrate best research with clinical expertise and patient values for optimal care, including skills to identify and apply best practices to nursing care.
3. Providing patient-centered culturally competent care that recognizes that the patient or designee is the source of control and full partner in providing coordinated care by doing the following:
  - a. Respecting patient differences, values, preferences, and expressed needs.
  - b. Involving patients or designees in decision-making and care management.
  - c. Coordinating and managing patient care across settings.
  - d. Explaining appropriate and accessible interventions to patients and populations that may positively affect their ability to achieve healthy lifestyles.
4. Collaborating with interprofessional teams to foster open communication, mutual respect, and shared decision-making in order to achieve quality patient care.

5. Participating in quality improvement processes to monitor patient care outcomes, identify possibility of hazards and errors and collaborate in the development and testing of changes that improve the quality and safety of health care systems.

6. Using information technology to communicate, mitigate errors, and support decision-making.

(b) All cooperating agencies selected for clinical experiences shall have standards which demonstrate concern for the patient and evidence the skillful application of all measures of safe nursing practices.

(c) All faculty teaching clinical or practicum courses shall be experienced in the clinical area of the course and maintain clinical expertise.

(d) Faculty-supervised clinical practice shall include all of the following:

1. Development of skills in direct patient care.
2. Making clinical judgments.
3. Care and management of both individuals and groups of patients across the lifespan.
4. Delegation to and supervision of other health care providers.

(e) Clinical experiences shall be supervised by qualified faculty.

(f) All student clinical experiences, including those with preceptors, shall be directed by nursing faculty.

**(6) PRECEPTORS.** (a) Preceptors shall be approved by the faculty of the school of nursing.

(b) The school of nursing shall provide each preceptor with an orientation concerning the roles and responsibilities of the students, faculty and preceptors. The preceptor shall have clearly documented roles and responsibilities.

(c) Clinical preceptors shall have an unencumbered license or privilege to practice in Wisconsin as a nurse at or above the licensure level for which the student is being prepared.

(d) Preceptors shall demonstrate competencies related to the area of assigned clinical teaching responsibilities.

**(7) EVALUATION.** The school of nursing shall implement a comprehensive, systematic plan for ongoing evaluation. Evidence of implementation shall reflect progress toward or achievement of program outcomes.

**History:** CR 14-004: cr. Register July 2014 No. 703, eff. 8-1-14; corrections in (3) made under s. 13.92 (4) (b) 1., Stats., in (3) (a) made under s. 13.92 (4) (b) 2., Stats., and in (4) (intro.), (c) (intro.), (5) (a) (intro.), (d) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.

**N 1.09 NCLEX pass rates. (1) GENERALLY.** The school of nursing NCLEX pass rate includes all programs or tracks in the school of nursing. The board shall consider both the registered nurse NCLEX and practical nurse NCLEX pass rates when evaluating a school of professional nursing that grants a certificate of completion for practical nursing.

**(2) NCLEX PASS RATE STANDARD.** A school of nursing shall meet the NCLEX pass rate standard by one of the following:

(a) The annual NCLEX pass rate of graduates taking the NCLEX for the first time is a minimum of 80%.

(b) The annual NCLEX pass rate of all graduates taking the NCLEX, including those who repeated the test, is a minimum of 80%. The school shall submit an explanation or analysis documentation and the school's plan to meet the pass rate of those who take the NCLEX for the first time. The plan does not require board approval.

**(3) NCLEX PASS RATE STANDARD NOT MET.** (a) If the NCLEX pass rate standard is not met, the school of nursing shall receive a warning letter. The school shall identify factors that are potentially affecting the low NCLEX pass rate and submit an institutional plan for assessment and improvement of NCLEX results including outcomes and timeframes which shall be approved by

the board no later than July 1. The plan shall address administration, faculty, students, curriculum, resources, and policies.

(b) The school of nursing shall submit annual progress reports to the board including the outcomes of the institutional approved plan as long as the NCLEX pass rate standard is not met.

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; correction in (1) (title) made under s. 13.92 (4) (b) 2., Stats., Register July 2014 No. 703.

**N 1.10 Continuation of board approval.** (1) Schools of nursing shall file with the board all of the following:

(a) Annual self-evaluation reports.

(b) All documents submitted to or received from nursing accreditation agencies.

(c) Notification of withdrawal or change in school nursing accreditation status.

(2) Failure to maintain nursing accreditation shall result in withdrawal of board approval and the procedures in s. N 1.11 (2) will commence.

(3) The board may review the school of nursing to determine whether s. N 1.08 standards are being met in the following situations:

(a) Change in school nursing accreditation status.

(b) Nursing accreditation reports indicate standards are not being met.

(c) Complaints regarding the conduct of the school are received and it is necessary to validate the complaints.

(d) Failure to meet NCLEX pass rate standards in s. N 1.09 (1) for more than 2 consecutive years.

(e) Violation of any of the rules under this chapter.

(4) The review of the school may include any of the following:

(a) A site survey.

(b) A self-study report.

(c) A progress report.

(5) If the board makes a determination that s. N 1.08 standards are not being met, all of the following procedures shall be followed:

(a) The school of nursing shall submit an institutional plan, including timelines, to correct identified deficiencies in the school of nursing.

(b) The board shall review the proposed plan and may make modifications to the plan.

(c) The school of nursing shall make progress reports to the board as requested.

(d) The board may withdraw board approval if the school of nursing continues to not meet standards.

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; correction in (5) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.

**N 1.11 Closure of a school of nursing.** (1) VOLUNTARY. When a school of nursing intends to close, the institution shall do all of the following:

(a) Submit a plan of intent to close a school of nursing to the board, including all of the following:

1. The date of intended closure.

2. Reason for the closure.

3. Place for students who have not completed their nursing education.

(b) Ensure that the school of nursing is maintained, including retention of adequate number of faculty and approved curriculum, until the last student is transferred or graduates from the school of nursing.

(c) Notify the board of the name and address of the educational institution or other organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.

(2) WITHDRAWAL OF NURSING APPROVAL. (a) If the board withdraws approval of the school of nursing, the notice of withdrawal of approval shall contain a short statement in plain language of the basis for withdrawal of approval. The school of nursing may request a hearing within 30 calendar days after the mailing date of the notice.

(b) The institution shall do all of the following if approval of the school is withdrawn:

1. Implement the time frame established by the board for transfer of enrolled students to an approved school and report to the board the date of transfer for each student by name.

2. Arrange for the secure storage and access to academic records and transcripts for the next 50 years. Provide the board with the name and address of the educational institution or other organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.

3. Close the school when the last student has transferred.

4. Submit progress reports during the closure process upon request of the board.

(c) The school of nursing may be granted a stay of the closure of the school during the appeal process.

**History:** CR 14-004; cr. Register July 2014 No. 703, eff. 8-1-14; corrections in (1) (intro.), (2) (b) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.

**N 1.12 Nursing refresher course approval.**

(1) INTENT OF NURSE REFRESHER COURSE. A nurse refresher course is designed for nurses who have not been practicing for five years or more.

(2) FACULTY. (a) The instructor shall have all of the following qualifications:

1. Masters degree in nursing.

2. Recent clinical experience or clinical teaching experience.

(b) If preceptors are used, the preceptor is selected by the instructor using criteria developed for the course and the instructor provides supervision of preceptors.

(3) PROFESSIONAL NURSE CONTENT. The nurse refresher course designed for professional nurse shall have all of the following content:

(a) Theory portion including all of the following:

1. Nursing process review.

2. Infection control.

3. Medication and pharmacology update.

4. Recent trends in nursing techniques and responsibilities.

5. Communication.

6. Documentation and reporting.

7. Supervision and delegation.

(b) Skills lab of at least 25 hours including basic nursing skills review and technology and equipment update.

(c) Directly supervised or precepted clinical experience of 100 hours or more performed in a hospital, clinic, long-term, or sub-acute facility.

(4) PRACTICAL NURSE CONTENT. The nurse refresher course designed for practical nurses shall have all of the following content:

(a) Theory portion including all of the following:

1. Nursing process review.

2. Infection control.

3. Medication and pharmacology update.

4. Recent trends in nursing techniques and responsibilities.

5. Communication.

6. Documentation and reporting.

7. Supervision and delegation.

8. Aging population.

(b) Skills lab of at least 15 hours including basic nursing skills review and technology and equipment update.

(c) Directly supervised or precepted clinical experience of 70 hours or more performed in a hospital, clinic, long-term, or sub-acute facility.

**(5) APPROVAL PROCESS.** The board will review curriculum of nurse refresher courses submitted for inclusion on a listing of approved courses. Individual course participants shall be required to submit curriculum only if the course is not on the approved list.

**History:** CR 14-004: cr. Register July 2014 No. 703, eff. 8-1-14; correction in (4) (intro.) made under s. 35.17, Stats., Register July 2014 No. 703.

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
<b>Authority</b>	Statutes state that no nursing school shall operate in the state unless approved by the BON.	Prelicensure programs		Approves: <ul style="list-style-type: none"> <li>○ Diploma (PN)</li> <li>○ Associate degree</li> <li>○ Baccalaureate degree</li> <li>○ Master’s degree in nursing</li> <li>○ Master’s degree for advanced practice nursing</li> <li>○ Doctoral degree with a major in nursing</li> <li>○ Doctorate in nursing practice</li> </ul>	Prelicensure programs	
<b>Nursing Accreditation</b>	<p>A school of nursing shall receive nursing accreditation by a board recognized nursing accreditation agency within 3 years of school approval.</p> <p>Schools of nursing which have received board approval prior to July 1, 2014 shall receive nursing accreditation by a board recognized nursing accreditation agency by July 1, 2017.</p> <p>Schools of professional nursing that grant a certificate of completion shall hold accreditation at the level of the complete degree at which a diploma is conferred.</p>	Required by Jan. 1, 2020	<p>Not Required</p> <p>The Division has determined that nurse programs approved through the National League for Nursing Accrediting Commission or the Commission on Collegiate Accreditation meet the requirements, except for those programs whose curriculums do not include a concurrent theory and clinical practice education component as required.</p>	Not Required	Not Required	Required by 2016
<b>1<sup>st</sup> Step</b>	<p>Authorization to Plan</p> <p>An institution shall file an application including all of the following:</p> <ul style="list-style-type: none"> <li>○ Name and address of the controlling institution and evidence of the accreditation status of the controlling institution.</li> <li>○ State of intent to establish a school of nursing, including the academic and licensure levels of all programs to be offered and the primary method of instruction.</li> <li>○ Evidence of the availability of</li> </ul>	<p>Phase 1 – Application</p> <p>The proposed program shall provide the following information to the BON:</p> <ul style="list-style-type: none"> <li>○ Results of a needs assessment, including identification of potential and available students and employment opportunities for program graduates</li> <li>○ Identify sufficient financial and other resources</li> <li>○ Governing institution approval and support</li> <li>○ Community support</li> <li>○ Type of educational program</li> </ul>	<p>Establish a new nursing program, change the level of educational preparation of the program or establish an extension of an existing program shall:</p> <ul style="list-style-type: none"> <li>○ Submit a letter of intent to the Division</li> <li>○ Provide a feasibility study to the Division including: <ul style="list-style-type: none"> <li>● Need for program in community</li> <li>● Need for graduates of the proposed program</li> <li>● Availability of students</li> <li>● Impact on existing nursing</li> </ul> </li> </ul>	<p>Application</p> <p>The controlling institution shall submit an application that includes the following:</p> <ul style="list-style-type: none"> <li>○ Name &amp; address of the controlling institution and accreditation status of the controlling institution.</li> <li>○ Statement explaining how the institution meets the definition of “located in Iowa”</li> <li>○ Statement of intent to establish a nursing program, including the academic and licensure levels of the</li> </ul>	<p>Initial Approval</p> <p>The sponsoring agency shall submit all of the following:</p> <ul style="list-style-type: none"> <li>○ A letter of intent to initiate a program of nursing program</li> <li>○ A feasibility study that clearly demonstrates all of the following with supporting documentation relative to the proposed program location: <ul style="list-style-type: none"> <li>● need for the program</li> <li>● need for graduates of the proposed program</li> <li>● availability of students.</li> <li>● Impact on all existing nursing education</li> </ul> </li> </ul>	<p>Phase I – Intent</p> <p>Must submit a letter of intent. Documentation in the letter of intent must:</p> <ul style="list-style-type: none"> <li>○ Letter must be submitted 12 months prior to the intended start date of the program</li> <li>○ Include the name, address, and current accreditation of the governing body.</li> <li>○ Provide rationale for establishing the nursing education program</li> <li>○ Present a timetable for development and implantation of the nursing program</li> </ul>

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
	<p>sufficient clinical facilities and resources.</p> <ul style="list-style-type: none"> <li>○ Plans to recruit and employ a qualified educational administrator and qualified faculty.</li> <li>○ A proposed timeline for planning and implementing the program and intended date of entry for the first class.</li> </ul> <p>The Board shall make a decision on the application within 2 months of the receipt of the completed application and notify the controlling institution of the action taken.</p>	<p>proposed</p> <ul style="list-style-type: none"> <li>○ Evidence of institution meeting state requirements and regional or national accreditation by an accredited agency recognized by the US Dept. of Education</li> <li>○ Evidence of the nursing program actively seeking accreditation from a US Dept. of Education recognized national nursing accrediting agency</li> <li>○ Clinical opportunities and availability of resources.</li> <li>○ Availability of qualified faculty and program director.</li> <li>○ A proposed time line for initiating and expanding the program.</li> </ul>	<p>programs in a 50 mile radius of the proposed program</p> <ul style="list-style-type: none"> <li>● PN programs: Potential for qualified faculty, including the CV of potential faculty members</li> <li>● RN programs: The CV of identifiable faculty, including the CV of any potential faculty members that will teach in the program.</li> <li>● Adequacy of clinical practicum and academic resources</li> <li>● Financial commitment to support the initial and continuing program</li> <li>● Community support of the scope and philosophy of the program</li> <li>● Authorization by the appropriate IL education agency</li> <li>● Timetable for development of the program and the intended date of the first class beginning.</li> <li>○ Identify a qualified nurse administrator and provide CV</li> <li>○ Submit a curriculum proposal including: <ul style="list-style-type: none"> <li>● Program philosophy and objectives</li> <li>● Plan of organization that is logical &amp; internally consistent</li> <li>● Proposed plans of study, including requisite &amp; elective courses with rationale</li> <li>● Course outlines or syllabi for all nursing courses</li> </ul> </li> </ul>	<p>program and the primary method of instruction.</p> <ul style="list-style-type: none"> <li>○ The establishment of an advisory committee composed of representatives of the community and nurses. Minutes of advisory committee meetings shall be kept on file.</li> <li>○ Completion of needs assessment including: <ul style="list-style-type: none"> <li>● Present &amp; future needs for the program in the state including availability of students and need for entry-level nurses</li> <li>● Potential effect on existing nursing programs.</li> <li>● Availability of qualified head of the program &amp; faculty</li> <li>● Source and description of clinical resources for the program.</li> <li>● Evidence of potential students and anticipated enrollment.</li> <li>● Adequate academic facilities and staff to support nursing program.</li> <li>● Tentative time schedule for planning and implementing the program and intended date for entry of the first class.</li> </ul> </li> </ul> <p>The board shall approve or deny the program application to establish a nursing program.</p>	<p>programs in a 50 mile radius of the proposed program.</p> <ul style="list-style-type: none"> <li>● Ability of proposed clinical education sites to provide students with clinical experiences.</li> <li>○ Evidence that the mission of the sponsoring agency is consistent with the philosophy and purpose of a program to prepare students for the practice of nursing.</li> <li>○ Evidence that the sponsoring agency will provide funding and other support for the nursing education program that meets all of the following: <ul style="list-style-type: none"> <li>● A 5 year budget in which the first 2 years of the budget do not include tuition and the remaining 3 years of the budget includes tuition.</li> <li>● A financial statement prepared by an independent certified public accountant or auditor, a bank line of credit or a surety bond that equals the total tuition for all students who have been enrolled for 2 years.</li> </ul> </li> <li>○ Evidence of approval to provide financial aid for students.</li> <li>○ A sponsoring agency that is an institution requiring approval from the department's proprietary schools unit to conduct a nursing education program. A proprietary school shall possess a state issued license,</li> </ul>	<ul style="list-style-type: none"> <li>○ Provide evidence of adequate financial support and resources</li> <li>○ Document availability of adequate academic facilities</li> <li>○ Include impact of the proposed nursing education program on other nursing programs in the area</li> <li>○ Provide documentation of authorization by the designated review board for that educational institution to develop and implement a program</li> </ul> <p>Until a controlling body has received initial approval to conduct a program, representatives of the body shall use the term "proposed" in all references to the nursing program.</p>

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			<ul style="list-style-type: none"> <li>• Student handbook</li> <li>• Faculty qualifications</li> <li>• Instructional approaches to be employed</li> <li>• Evaluation plans for progress, faculty and students</li> <li>• Facilities and utilization plan</li> <li>• Budget plan</li> <li>○ Coordinate with Division for a site visit to be conducted prior to program approval.</li> </ul>		<p>be in operation for 2 years, offer health related courses and demonstrate student success with exam results that meet or exceed state or national averages.</p> <ul style="list-style-type: none"> <li>○ Proposed number of students to be enrolled in the program annually, the number of times that enrollment periods will be held per year, and the dates when enrollment periods will be held annually.</li> <li>○ Proposed first date of admission.</li> <li>○ Plans to recruit and employ a program director and other faculty members sufficiently in advance of admitting students to the nursing sequence to ensure consistency in the planning and implementation of the curriculum.</li> <li>○ The sponsoring agency shall provide evidence of a tuition policy in which students pay as they proceed through the program. And evidence of a refund policy.</li> <li>○ Evidence that students possess the necessary prerequisite education prior to admissions to the program. The program shall not be the provider of the prerequisite education, unless it is a state-approved higher educational institution or has the approval of the state to offer prerequisite courses.</li> </ul>	
1 <sup>st</sup> Step (2 <sup>nd</sup> part)				Program Proposal within one year of application including: ○ Evidence of employment of		

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				<p>the head of the program, including the qualifications, at least six months prior to the beginning of the first nursing course.</p> <ul style="list-style-type: none"> <li>○ Program philosophy, objectives and outcomes that reflect the proposed level of education</li> <li>○ Organizational chart of the educational institution documenting the relationship of the nursing program within the institution.</li> <li>○ Curriculum plan that meets the criteria</li> <li>○ Letter of intent from clinical facilities securing clinical opportunities and documentation of the facility, type, size, number of beds and type of patients.</li> <li>○ Evidence of provision of qualified faculty. Faculty shall be employed by the controlling institution prior to the beginning of teaching assignments. Faculty shall meet qualifications.</li> <li>○ Updated time schedule.</li> <li>○ Proposed five year budget for the nursing education program.</li> </ul>		
<b>2<sup>nd</sup> Step</b>	<p>Authorization to Admit Students The School of Nursing shall file with the board an application including all of the following:</p> <ul style="list-style-type: none"> <li>○ Verification of employment of an educational administrator.</li> <li>○ Evidence of provision of faculty meeting the qualifications.</li> <li>○ The school's philosophy and objectives.</li> </ul>	<p>Phase II – Approval to Admit Students The proposed program shall provide the BON with verification of the following:</p> <ul style="list-style-type: none"> <li>○ Employment of a director and faculty to develop program</li> <li>○ Over view of total curriculum: <ul style="list-style-type: none"> <li>● Content</li> <li>● Schedule (course sequence)</li> <li>● Course descriptions</li> <li>● Contracts for clinical sites</li> </ul> </li> </ul>		<p>Interim approval May be granted to the program based on the program proposal and a site visit. The controlling institution shall publish the interim approval status. A Program progress report shall be submitted 3 weeks prior to each regularly scheduled board meeting until full approval is granted. The report shall</p>	<p>Initial Approval Following initial approval and before initiating the nursing sequence, the program shall submit a self-study report which is approved by the board. The report shall set forth evidence of plans for compliance with the following:</p> <ul style="list-style-type: none"> <li>○ Curriculum</li> <li>○ Course descriptions and outlines</li> </ul>	<p>Phase II – Program Development</p> <ul style="list-style-type: none"> <li>○ The director of the proposed program must submit an application for approval documenting compliance with education standards and criteria specified in this chapter.</li> <li>○ Board members must conduct a site visit when the application demonstrates compliance with nursing education standards</li> </ul>

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	<ul style="list-style-type: none"> <li>○ An overview of curriculum including all of the following:               <ul style="list-style-type: none"> <li>● Content</li> <li>● Course sequence.</li> <li>● Course descriptions</li> <li>● Program evaluation plan.</li> <li>● Course syllabi for the first year and plan for subsequent years.</li> </ul> </li> <li>○ Verification of the establishment of student policies for admission, progression, retention, and graduation.</li> <li>○ Verification of the students' ability to acquire clinical skills by providing all of the following:               <ul style="list-style-type: none"> <li>● Letter of intent or contracts from clinical facilities securing clinical opportunities and documentation of the facility, type, size, number of beds, and type of patients.</li> <li>● Documentation of simulation equipment and experiences.</li> </ul> </li> <li>○ An updated timeline for implementing the program and intended date for entry of the first class.</li> </ul> <p>The board shall make a decision on the application within 2 months of the receipt of the completed application.</p> <p>Withdrawal of authorization may occur for failure to meet the standards.</p>	<ul style="list-style-type: none"> <li>● Program evaluation plan</li> <li>● Course syllabi for 1<sup>st</sup> year and plan for next years</li> </ul> <ul style="list-style-type: none"> <li>○ Establishment of student policies for admission, progression, retention and graduation</li> </ul> <p>When all components and processes are completed and in place, the BON shall authorize the program to admit students.</p>		<p>include:</p> <ul style="list-style-type: none"> <li>○ Updated information in all areas identified in the initial proposal.</li> <li>○ Current number of admissions and enrollments</li> <li>○ Current number of qualified faculty</li> <li>○ Course descriptions</li> <li>○ Detailed course syllabi submitted 6 months prior to offering course</li> <li>○ Changes requiring board notification and approval.</li> </ul> <p>Interim approval continues until the board conducts a review of program materials, completes a site visit and grants approval to the program following graduation of the first class and submission of NCLEX or advanced practice certification results.</p>	<ul style="list-style-type: none"> <li>○ Philosophy</li> <li>○ History of sponsoring agency</li> <li>○ Signed clinical contracts</li> <li>○ Director and faculty credentials.</li> <li>○ Student policies and support services</li> <li>○ Evaluation methods and tools.</li> </ul> <p>The board may require a site visit.</p> <p>During the initial approval period, the program director shall submit an annual progress report to the Board with information about the following:</p> <ul style="list-style-type: none"> <li>○ Admission, progression and retention of students.</li> <li>○ Student achievement on the required licensure examination.</li> <li>○ Systematic program evaluation results, including student evaluations, faculty reviews, NCLEX evaluation results and attrition rates.</li> <li>○ Program changes</li> <li>○ Faculty qualifications, assignments and any faculty exceptions.</li> </ul>	<p>and criteria specified.</p> <ul style="list-style-type: none"> <li>○ Board site visitors submit a recommendation to the board to grant initial approval or deny initial approval.</li> <li>○ The institution must not conduct nursing coursework until the board approves the recommendation for initial approval. This restriction does not prevent the controlling body from conducting nonnursing courses or from providing continuing education to nursing personnel.</li> </ul> <p>After receiving initial approval, the director must submit all required board annual reports including all reports and communication regarding candidacy for national nursing education accreditation.</p>
<b>Approval</b>	Approval School of nursing may apply for approval upon graduation of the	Phase III – Full Approval BON shall approve upon: ○ Completion of BON program	Denial of Approval If the Division, in the course of reviewing an application for	Approval The board shall provide the program with the schedule and	Full Approval May apply for full approval of the program after graduation of	Phase III – Continuing Approval The board must survey initially approved nursing programs and

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	<p>first class or eligibility to sit for the NCLEX, but may not apply later than graduation of the third class by submitting the following:</p> <ul style="list-style-type: none"> <li>○ Self Evaluation Report on compliance of standards</li> <li>○ Their ongoing systematic evaluation plan, including an evaluation of the NXLES success rate.</li> </ul> <p>The board may conduct a site survey. A determination to conduct a site survey shall occur within 2 months of receipt of completed application.</p> <p>The board shall make a decision on the application within 2 months of the completed site survey or receipt of the completed application, whichever is later.</p> <p>A school of nursing may request a hearing within 30 calendar days after the mailing of a notice of denial or conditional approval.</p>	<p>survey visits concurrent with graduation of 1<sup>st</sup> class or eligibility for NCLEX</p> <ul style="list-style-type: none"> <li>○ Submission of program’s ongoing systematic evaluation plan</li> <li>○ Satisfactory completion of survey report that verifies that the program is in compliance with nursing education standards</li> <li>○ The BON may request periodic reports from the new program regarding initial program operations before granting approval</li> </ul>	<p>approval of a nursing program, determines that an applicant program has failed to comply with the application criteria or procedures or receives information that indicates that the applicant program will not be able to comply with the conditions, the Division may deny the application for approval.</p>	<p>criteria for approval or reapproval.</p> <p>The program shall provide to the board the nursing education program report and requested materials addressing all aspects of the program outlined in rules 2.6(152) to 2.15(152) and documenting how the criteria for approval are met.</p> <p>Documentation may include current information submitted by the program to other approval and accrediting entities.</p> <p>A site visit shall be made:</p> <ul style="list-style-type: none"> <li>○ To grant full approval to program with interim approval.</li> <li>○ With the purpose of determining if the program continues to meet the criteria for approval.</li> <li>○ If there is any time evidence that the program does not meet the criteria for approval.</li> </ul> <p>The board shall provide to the head of the program a report addressing any recommendations as a result from the site visit and nursing education program report with an opportunity to respond.</p> <p>Full approval may be granted or continued, within any time frame determined by the board, up to six years. Provisional approval may be granted.</p>	<p>the 2<sup>nd</sup> cohort, but shall apply not later than graduation of the 4<sup>th</sup> cohort. (One cohort shall be counted for each 12 month period). The following requirements are established for full approval of a program:</p> <ul style="list-style-type: none"> <li>○ Make application to the board in the form of a letter.</li> <li>○ Submit a final approval report to the Board reviewing the program’s progress since initial approval was granted and a review and evaluation of program implementation.</li> <li>○ The Board may require a site survey.</li> </ul>	<p>continue approval for the program if the program is in compliance with board rules, including:</p> <ul style="list-style-type: none"> <li>○ Meet the minimum first-time licensure examination success rate.</li> <li>○ Acquire national nursing education accreditation.</li> </ul>
<b>Provisional Approval</b>	<p>The Board may grant conditional approval. The notice of conditional approval shall contain a short statement in plain language of the basis, specifying the standard upon which the conditional approval is based. A school of nursing that receives a</p>			<p>Provisional approval may be granted to a program if the board determines that the program does not meet the criteria for approval:</p> <ol style="list-style-type: none"> <li>1. At any time during the progression of the program.</li> <li>2. During the full approval</li> </ol>		

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	conditional approval may not admit new students to the school of nursing until the school receives full approval. The school may apply for full approval in 3 months from the date the school of nursing receives conditional approval.			<p>procedure of the program.</p> <p>At the time of provisional approval, the board:</p> <ol style="list-style-type: none"> <li>1. Shall meet with representatives of the program and controlling institution to determine the length of provisional approval, set conditions for approval, and identify outcomes. The program shall notify students of provisional approval.</li> <li>2. May require progress reports and a site visit.</li> <li>3. Shall meet with representatives of the program and controlling institution prior to the expiration of the program's provisional approval to determine if outcomes are met.</li> <li>4. Shall deny or withdraw approval if the board determines that the program failed to meet the conditions for full approval.</li> </ol>		
<b>Approval of Out of State School of Nursing</b>	<p>An out of state school of nursing shall be approved if all of the following requirements are met:</p> <ul style="list-style-type: none"> <li>o Approved by the board of the state the school is located.</li> <li>o Accredited by a nursing accreditation body recognized by the Wisconsin board.</li> </ul> <p>An out of state school shall maintain approval as long as school of nursing meets these requirements.</p>					
<b>Continued Approval</b>	Schools shall file with the board all of the following: o Annual self-evaluation reports.	Every ___ years approved nursing education programs will be evaluated for continuing	Continued Approval o Submit annual evaluation reports to the Division. The		Continued Approval Every 4 years the sponsoring agency shall submit a report to	Continued Approval Per Minn. Statutes, the board must survey all nursing programs

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	<ul style="list-style-type: none"> <li>○ All documents submitted to or received from nursing accreditation agencies.</li> <li>○ Notification of withdrawal or change in school nursing accreditation status.</li> </ul> <p>Failure to maintain nursing accreditation shall result in withdrawal of approval.</p> <p>The board may review the school of nursing to determine whether standards are being met in the following situations:</p> <ul style="list-style-type: none"> <li>○ Change in school nursing accreditation status.</li> <li>○ Nursing accreditation reports indicate standards are not being met.</li> <li>○ Complaints regarding the conduct of the school are received and it is necessary to validate the complaints.</li> <li>○ Failure to meet NCLEX pass rate standards for more than 2 consecutive years.</li> <li>○ Violation of any of the rules under this chapter.</li> </ul> <p>The review of the school may include any of the following:</p> <ul style="list-style-type: none"> <li>○ A site survey.</li> <li>○ A self-study report.</li> <li>○ A progress report.</li> </ul>	<p>approval.</p> <p>The BON may accept all or partial evidence prepared by a program to meet national nursing accreditation requirements.</p> <p>The BON shall review and analyze information including:</p> <ul style="list-style-type: none"> <li>○ Periodic survey visits and reports</li> <li>○ Evidence of national nursing accreditation</li> <li>○ National nursing accreditation visits, reports and other pertinent documents</li> <li>○ Results of ongoing program evaluation</li> <li>○ Other sources of evidence of achievement of program outcomes including: <ul style="list-style-type: none"> <li>● Student retention, attrition and on-time program completion rates</li> <li>● Sufficient/adequate type and number of faculty, faculty competence and faculty retention/turnover</li> <li>● Adequate lab and clinical learning experiences</li> <li>● NCLEX pass rates which are at least ___% for one year</li> <li>● Trend data/action planning related to NCLEX performance</li> <li>● Trend data/action planning related to employer and graduate satisfaction</li> <li>● Performance improvement initiatives related to program outcomes</li> <li>● Program complaints/grievance review and resolution.</li> </ul> </li> </ul> <p>Continuing approval will be</p>	<p>reports shall contain information regarding curriculum, faculty and students and other information deemed appropriate by the Division</p> <ul style="list-style-type: none"> <li>○ Full routine site visits may be conducted</li> <li>○ Pass rate of graduates on NCLEX shall be 75% for a school to remain in good standing.</li> </ul>		<p>the Board that contains the following information:</p> <ul style="list-style-type: none"> <li>○ Admission, progression and retention of students.</li> <li>○ Student achievement on the required licensure examination.</li> <li>○ Systematic program evaluation results and action plan, including student evaluations, faculty reviews, NCLEX evaluation results and attrition rates.</li> <li>○ Program changes.</li> </ul> <p>A program that is accredited by a nationally recognized nursing education accrediting organization may submit the report approved by the nationally recognized nursing education accrediting organization instead of the above referenced report.</p> <p>The Board shall notify the program director of the date by which a progress report shall be submitted, except that a self-study report shall be submitted every 8 years for a non-accredited program and at least every 10 years for an accredited program.</p> <p>A self study report prepared for accreditation or re-accreditation by a nationally recognized accrediting agency of nursing education programs may be submitted instead of the self-study report prepared for the Board. The schedule for submission of a self-study report for accredited programs shall follow the schedule of the</p>	<p>to determine if the board will continue approval. For approval to be continued, a nursing program must be in compliance with all board rules and must:</p> <ol style="list-style-type: none"> <li>1. Follow the accreditation cycle and process for initial or continuation of accreditation of the national nursing education accrediting agency.</li> <li>2. Allow board members and board staff to accompany surveyors on the accrediting site visit if the board chooses to conduct joint visits.</li> <li>3. Submit national nursing accrediting agency self-study to the board.</li> <li>4. Submit a copy of all communication between the program and the national nursing accrediting agency.</li> <li>5. Submit required annual board reports.</li> </ol> <p>The must act to continue approval if the program:</p> <ul style="list-style-type: none"> <li>○ Receives initial or continuing national nursing education</li> <li>○ Is in compliance with all other board rules and statutes.</li> </ul>

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		<p>granted upon verification that the program is in compliance with the BON rules.</p> <p>The BON may grant conditional approval when it determines that a program is not full meeting approval standards.</p> <p>If the BON determines that an approved program is not meeting the criteria, the program shall be given a reasonable period of time to submit an action plan and to correct the identified program deficiencies.</p>			<p>nationally recognized accrediting agency. The report shall be submitted to the Board within 1 month following receipt of the nationally recognized accrediting agency's decision on accreditation of the nursing education program.</p>	
<p><b>Withdrawal of full approval</b></p>	<p>If the board makes a determination that standards are not being met, all of the following procedures shall be followed:</p> <ul style="list-style-type: none"> <li>○ The school of nursing shall submit an institutional plan, including timelines, to correct identified deficiencies in the school of nursing.</li> <li>○ The board shall review the proposed plan and may make modifications to the plan.</li> <li>○ The school of nursing shall make progress reports to the board as requested.</li> <li>○ The board may withdraw board approval if the school of nursing continues to not meet standards.</li> </ul>	<p>Withdrawal of Approval</p> <p>The BON shall withdraw approval if, after proper notice and opportunity, it determines that:</p> <p>Program fails to meet the standards of the rules and</p> <p>Program fails to correct the identified deficiencies within the time specified.</p> <p>After January 1, 2020, a program that has not received national nursing accreditation by a US Department of Education recognized agency shall upon request be granted a one year extension to comply with the requirement.</p> <p>A program denied approval or given less than full approval may appeal that decision. All such actions shall be in accordance with due process rights.</p> <p>Approval may be reinstated if the program submits evidence of compliance with nursing education standards within the</p>	<ul style="list-style-type: none"> <li>• A nursing program having an annual pass rate of less than 75% of first time examinees for one year will receive a written warning of noncompliance from the Division.</li> <li>• A nursing education program having an annual pass rate of less than 75% for 2 consecutive years will receive a site visit for evaluation and recommendation by the Division and will be placed on probation for program revision.</li> <li>• The nursing education program will have 2 years to demonstrate evidence of implementing strategies to correct deficiencies and bring the pass rate in line with the 75% criteria.</li> <li>• If 2 years after implementing the strategies, the annual pass rate is less than 75%, the program will be reevaluated. The program will be allowed to continue to operate on a probationary status or will be</li> </ul>		<p>Withdrawal of Approval</p> <p>A program which within a reasonable length of time, fails to meet standards shall be removed from the list of approved programs.</p> <p>Withdrawal of board approval of the program for stated deficiencies which were not remediated does not necessarily make any bona fide student enrolled in the program at the time of withdrawal of approval ineligible for the required licensure examination upon satisfactory completion of that program or another program of nursing education approved by the Board.</p> <p>Failure of a nursing program to meet all of the requirements does not make a graduate from the program ineligible for licensure. Approval of the program in a jurisdiction that maintains substantially equivalent requirements shall be considered in compliance with these rules.</p>	<p>The Board must survey the program for compliance with one or more applicable rules if</p> <ul style="list-style-type: none"> <li>○ Requirements for approval are changed or added</li> <li>○ Reason to believe there is a lack of compliance with rules</li> <li>○ Reason to believe program personnel are submitting false or misleading information or engaging in fraudulent practices to obtain or maintain approval.</li> <li>○ If success rates are 75% or less for any three consecutive calendar years.</li> </ul> <p>After the survey the Board notifies the director that compliance with the rules has been determined or allegations of lack of compliance with rules. If lack of compliance the notice must inform the director that either a:</p> <ul style="list-style-type: none"> <li>○ conference will be held with a board review panel or</li> <li>○ contested case hearing will be held.</li> </ul>

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		<p>specified time frame.</p>	<p>disapproved and removed from the approved list.</p> <p>Revocation of Approval Grounds for disapproval are:</p> <ul style="list-style-type: none"> <li>○ Violation of any provision of the Act</li> <li>○ Fraud or dishonesty in applying for approval of a nursing program</li> <li>○ Failure to continue to meet criteria of an approved nursing education program</li> <li>○ Failure to comply with recommendations made by the Division as a result of a site visit</li> </ul> <p>Upon notification of the Division's proposed action, the nursing education program may:</p> <ol style="list-style-type: none"> <li>1. Submit a written response</li> <li>2. Request a hearing before the Board.</li> </ol>			<p>If a board review panel conference is held and the review panel finds that are allegations are:</p> <ol style="list-style-type: none"> <li>1. Untrue, then the board dismisses</li> <li>2. True and representatives of the program consent, the panel shall submit a report to the board</li> <li>3. True but representatives do not consent to report, then a contested case must be initiated.</li> </ol> <p>Board actions include:</p> <ul style="list-style-type: none"> <li>○ Compliance with all rules</li> <li>○ Reprimand without changing approval status if the program gains compliance</li> <li>○ Revoke approval</li> <li>○ Issue a Correction Order specifying the date by which the deficiencies must be corrected.</li> </ul> <p>If not corrected than a board review panel or contested care hearing may be held to determine if the deficiency was corrected prior to the expiration of the Order.</p> <p>If the deficiency was not corrected prior to expiration of the correction order, the board shall either remove the program from the list of approved programs or deny approval to an applicant.</p> <p>Denial or Withdrawal</p> <ol style="list-style-type: none"> <li>1. The board shall deny initial approval if it determines that a new nursing education program will be unable to</li> </ol>

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						<p>meet the standards of nursing education.</p> <ol style="list-style-type: none"> <li>2. The board shall withdraw approval if it determines that a nursing education program:               <ol style="list-style-type: none"> <li>a. Fails substantially to meet the standards for nursing education or</li> <li>b. Fails to correct the identified deficiencies within the time specified.</li> </ol> </li> <li>3. If a nursing program is removed from the approved list, the governing body must provide for the completion of the program for students currently enrolled by placing the students in an approved program.</li> <li>4. The board may reinstate approval if the program submits evidence of compliance with nursing education standards within the specified time frame set by the board.</li> </ol>
<p><b>Changes requiring notification or approval</b></p>			<p>Major Curriculum Revision Programs desiring to make a major curricular revision (i.e. addition or deletion of content, a substantive change in philosophy or conceptual framework or length of program) shall:</p> <ol style="list-style-type: none"> <li>1. Submit a letter of intent to the Division; and</li> <li>2. Submit a copy of the proposed changes and new material to the Division at least one term prior to implementation for Board recommendation and Division approval.</li> </ol> <p>Minor Curricular Revision Programs desiring to make</p>	<p>Changes requiring Notification &amp; Approval Submit proposed changes for approval when the outcome will:</p> <ul style="list-style-type: none"> <li>o Lengthen or shorten the course of study</li> <li>o Add or delete academic credit in a course required for graduation</li> <li>o Add or delete a course required for graduation</li> <li>o Alter graduation requirements</li> <li>o Reduce the human, physical or learning resources provided by the controlling institution to meet program needs</li> <li>o Substantively alter the philosophy/mission of the</li> </ul>	<p>Major Program Changes Shall be submitted to the board and approved prior to implementing. Major program changes include:</p> <ul style="list-style-type: none"> <li>o A comparative description of the current and proposed program or portion of the program which is proposed for change</li> <li>o Rationale for the change</li> <li>o Plans to evaluate the effect of the change</li> <li>o Any supporting documents.</li> </ul> <p>Minor program changes shall be submitted to the department in writing and shall be approved by</p>	

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			<p>curricular revisions involving reorganization of current course content but not constituting a major curriculum revision shall submit the proposed changes to the Division in their annual report.</p> <p>If the name of the program is changed or the institution in which the program is located or with which it is affiliated changes its name, the program shall notify the Division within 30 days after the name change. If the Division is not notified within the 30 days, the program's approval may be withdrawn.</p>	<p>program</p> <ul style="list-style-type: none"> <li>o Revise the predominant method of instruction or delivery, including transition from on-site to self-study or distance learning.</li> <li>o Entail delivery of a cooperative program of study with an institution that does not provide a degree in nursing</li> <li>o Increase the number of student admissions by 20% or more</li> </ul> <p>Special Reports Notify the Board of the following:</p> <ul style="list-style-type: none"> <li>o Change of controlling institution</li> <li>o Changes in administrative personnel in the program or controlling institution</li> <li>o Opening of a new site or campus</li> </ul>	<p>the department prior to implementation. Minor program changes include:</p> <ul style="list-style-type: none"> <li>o Changing prerequisites, co-requisites or both.</li> <li>o A temporary expansion of students.</li> <li>o Changing course numbering.</li> <li>o Changing a descriptor code.</li> <li>o Changing a program readiness assessment test.</li> <li>o Separation of 1 course into 2 courses.</li> <li>o Moving a course from 1 semester to another.</li> <li>o Course name change.</li> <li>o Adding or deleting a credit or credits from a course.</li> <li>o Combining 2 courses.</li> <li>o Changing the sequence in which courses are offered.</li> </ul> <p>The type of program approval, initial or full, under which a program is conducted, shall not be altered when program changes are approved.</p>	
<b>Annual Reports</b>	Schools shall file self-evaluation reports and other documents as the board may require including documents submitted to or by nursing accreditation agencies, and shall be evaluated by the board or its representatives.			<p>The head of the program shall submit an annual report that includes:</p> <ol style="list-style-type: none"> <li>1. Progress toward achievement of goals identified by the program for the previous academic year.</li> <li>2. Qualifications and major responsibilities of the head of the program and each faculty member.</li> <li>3. Policies for admission, progression and graduation of students.</li> <li>4. Policies for student health and welfare.</li> </ol>	See continued approval.	<p>The program director must submit the following annual reports on:</p> <ol style="list-style-type: none"> <li>1. Advanced standing</li> <li>2. Workers' compensation coverage</li> <li>3. Affirmation of compliance with program approval rules including licensure status of faculty and clinical requirements</li> <li>4. Minimum nursing education program data set recognized by the board</li> </ol>

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				<ol style="list-style-type: none"> <li>5. Current enrollment by class/cohort.</li> <li>6. Number of admissions and graduations per year for the past five years.</li> <li>7. Passing percentages of graduates on NCLEX for the past five years.</li> <li>8. Employment data for graduates.</li> <li>9. Curriculum plan.</li> <li>10. Descriptions of resources, clinical facilities, preceptorship experiences and contractual arrangements.</li> <li>11. Copy of audited fiscal reports, including a statement of income and expenditures.</li> <li>12. Goals for the current academic year.</li> <li>13. Catalog of the controlling institution or program.</li> </ol>		
<b>Board Evaluation</b>	See continued approval.	<p>Initial and continuing approval is the model used for determining compliance with the program standards.</p> <p>National nursing accreditation shall be required by January 1, 2020 and evidence of compliance with the accreditation standards may be used for evaluating continuing approval. Nursing programs must submit to the Board copies of accreditation related correspondence with the national nursing accrediting agency within 30 days of receipt. The Board shall identify the required correspondence that the programs must submit.</p>			<p>The board may evaluate a program of nursing education when any of the following occurs:</p> <ul style="list-style-type: none"> <li>o A request for initiating a program of nursing education is submitted.</li> <li>o A request for full approval of a program is submitted.</li> <li>o A request for approval of a major program change is submitted.</li> <li>o The failure rate of for first time test takers NCLEX reaches or exceeds 25% for any 1 year of compiled statistics or reaches or exceeds 15% for any 2 or 3 consecutive years of compiled annual statistics. A program of nursing education</li> </ul>	

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					<p>shall report compiled annual data on NCLEX pass rates to the board at the meeting following the end of the first quarter of the calendar year.</p> <ul style="list-style-type: none"> <li>o Complaints regarding the conduct of the program are received and it is necessary to validate the complaints.</li> </ul> <p>The Board shall require a nursing education program evaluated and determined to be in noncompliance with any provision shall comply with all of the following:</p> <ol style="list-style-type: none"> <li>1. Action Plan: The Board shall require an action plan as the first step for improvement of the identified problem areas. The action plan shall be submitted within 6 months of the evaluation or with the next 4-year report, whichever comes first. <ul style="list-style-type: none"> <li>a. The plan shall indicate that an evaluation of the nursing education program was conducted by the program's director and faculty to identify problem areas. The action plan shall also provide a method for the evaluation of the changes and further action to be taken if program performance continues to be out of compliance.</li> <li>b. The program shall have 1 year from report submission to implement the changes that are specified in the</li> </ul> </li> </ol>	

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					<p>action plan.</p> <p>c. If there is no evidence of improvement 1 year from the plan's implementation, the board shall place the program on probationary status and comply with self-study provisions.</p> <p>2. Self-Study: The Board shall require a full self-study of the program of nursing as the second step for improvement. The self-study shall be submitted within 6 months of notification from the Board or Department.</p> <p>a. The self-study shall be a complete review of the program including admission policies, curriculum, teaching methods, faculty credentials, testing methods, remediation methods and failure policies.</p> <p>b. If the result of the self-study concludes that a major program change is necessary, a major program change shall be developed by the sponsoring agency. The major program change shall be submitted to the Board for its review and approval prior to the changes taking effect.</p> <p>c. If the result of the self-study conclude that a minor program change is necessary, a minor program change shall be developed by the</p>	

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					<p>sponsoring agency. THE minor program change shall be submitted to the Department for its review and approval prior to the changes taking effect.</p> <p>d. The program shall have 1 cohort cycle to demonstrate improvement.</p> <p>e. After the graduation and NCLEX testing of that cohort, if there is no evidence of improvement the program shall comply with the Nursing Education Consultant provisions.</p> <p>3. Nursing Education Consultant: The program shall employ the services of a nursing education consultant whose credentials shall be submitted to the Board. All the following apply:</p> <p>a. The program shall require the consultant to conduct a full and comprehensive review of the nursing education program and prepare a report of the findings and recommendations for improvement.</p> <p>b. The program shall submit the nursing education consultant's report of the findings and recommendations to the Board. The program shall also submit a plan to</p>	

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					<p>implement the recommendations of the consultant to the Board.</p> <ul style="list-style-type: none"> <li>c. If the recommendation involves a major program change, the change shall be submitted to the Board for its approval prior to the implementation of the program change.</li> <li>d. The program shall have 1 cohort cycle under the major program change to demonstrate improvement.</li> <li>e. If the recommendations do not involve a major program change, the school then has 1 year from report submission to implement the changes.</li> <li>f. If there is no evidence of improvement after the NCLEX examination of the cohort or by the end of 1 year following report submission, the program shall comply with a reduction in admission provisions.</li> </ul> <p>4. Reduction in Admissions: The program shall reduce admissions to a Board recommended level.</p> <ul style="list-style-type: none"> <li>a. The program shall have 1 cohort cycle under the reduction in admissions to demonstrate improvement.</li> <li>b. If there is no evidence of improvement, the Board shall commence</li> </ul>	

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					withdrawal of program approval.	
<b>Closure of program</b>	<p>Closure of School Voluntary closure, the institution shall do all the following:</p> <ul style="list-style-type: none"> <li>○ Submit a plan of intent to close including the date of intended closure; reason for the closure and place for students who have not completed their education.</li> <li>○ Ensure that the school is maintained, including retention of adequate number of faculty and approved curriculum, until the last student is transferred or graduates.</li> <li>○ Notify the Board of the name and address of the education institution or other organization that will be responsible for securing storage and access to academic records and transcripts for 50 years.</li> </ul> <p>Withdrawal of approval, the institution shall do the following:</p> <ul style="list-style-type: none"> <li>○ Implement the time frame established by the board for transfer of enrolled students to an approved school and report to the board the date of transfer for each student by name.</li> <li>○ Arrange for secure storage and access to academic records and transcripts for the next 50 years and provide the board with the name and address.</li> <li>○ Close the school when the last student has transferred.</li> <li>○ Submit progress reports</li> </ul>	<p>Closure of Program Provisions shall be made for maintenance of the standards for nursing education during the transition to closure.</p> <p>Withdrawal of Approval The program shall submit:</p> <ol style="list-style-type: none"> <li>1. An acceptable plan for students to complete a BON approved program</li> <li>2. confirmation in writing that the plan has been fully implemented and</li> <li>3. Arrangements for the secure storage and access to academic records and transcripts.</li> </ol> <p>Voluntary Closure The program shall submit:</p> <ol style="list-style-type: none"> <li>1. Reason for the closing of the program and date of intended closure</li> <li>2. An acceptable plan for students to complete a BON approved program and</li> <li>3. Arrangements for the secure storage and access to academic records and transcripts.</li> </ol>	<p>Discontinuance of a Nursing Program</p> <ol style="list-style-type: none"> <li>1. Prior to termination of a nursing program, the program shall: <ol style="list-style-type: none"> <li>a. Notify the Division of intent.</li> <li>b. Continue to meet the requirements until the official date of termination of the program.</li> <li>c. Notify the Division of the date on which the last student will graduate and the program terminates</li> <li>d. Assume responsibility for assisting students to continue their education in the event they have not graduated.</li> </ol> </li> <li>2. Upon closure, the institution shall notify the Division of the location of student and graduate records storage.</li> </ol>	<p>Closure of Program Prior to closure, the controlling institution shall submit a written plan for approval which shall include:</p> <ul style="list-style-type: none"> <li>○ Reasons for closure</li> <li>○ Date of closure</li> <li>○ Provision for the graduation of enrolled students</li> <li>○ Retention of adequate numbers of qualified faculty</li> <li>○ Retention of approved curriculum</li> <li>○ Maintenance of educational resources and student services</li> <li>○ Provision for student and graduate transcripts</li> </ul> <p>When program closes prior to the graduation of enrolled students who are actively taking nursing course, the plan shall be submitted to the board at least 12 months prior to closure.</p> <p>Prior to closure the controlling institution shall notify the board regarding the location and maintenance of student and graduate transcripts and records.</p> <p>Voluntary Program shall continue to meet the criteria for board approval until all enrolled students have graduated or the board has approved a plan for closure prior to graduation of the students. Board may require progress reports during the closure process</p> <p>Withdrawal of Approval</p>	<p>Program Termination</p> <ol style="list-style-type: none"> <li>1. The program shall inform the Board if a date is established for termination of the program of nursing education.</li> <li>2. The program director shall inform the board regarding the system of retention of student records which are needed for endorsement purposes and proof of scholastic achievement. The board shall retain this information in the closed program files so that graduates may be given the source of information upon request.</li> <li>3. The program director shall inform the Board if admissions to the program of nursing education are to be reduced or interrupted.</li> </ol>	<p>Voluntary Closure The director must:</p> <ol style="list-style-type: none"> <li>1. Give notice to the Board of the planned closing date within 15 days of a decision to voluntarily close the program;</li> <li>2. Submit a written plan for terminating the nursing program with the notice of closure.</li> <li>3. Ensure that the nursing program is maintained, including the nursing faculty, until the last student is transferred or completes the program;</li> <li>4. Maintain standards for nursing education during the transition to closure.</li> <li>5. Provide placement for students who have not completed the program.</li> <li>6. Notify the board of closure within 15 days after the actual date of closure.</li> </ol> <p>The director must identify arrangements for the secure storage and access to academic records and transcripts for the next 50 years in the event that the program closes or the approval of the program is revoked. This includes providing the name of the educational institution, hospital or other organization that will be responsible for furnishing copies of the students' academic records to graduates for that period of time.</p>

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	during the closure process upon request of the board.			The controlling institution shall implement the time frame established by the board for transfer of enrolled students to an approved program and report to the board the date of transfer for each student by name. Program closure shall occur when the last student has transferred. The board may require progress reports during the closure process.		
<b>Organization &amp; Admin. Standards</b>	<p>Governing institution shall assume legal responsibility of the program.</p> <p>Governing institution:</p> <ol style="list-style-type: none"> <li>1. Shall designate an educational administrator, establish administrative policies, and provide fiscal, human, physical, clinical and technical learning resources adequate to support school processes, security, and outcomes.</li> <li>2. Maintain institutional accreditation.</li> <li>3. Develop and maintain written school of nursing administrative policies which are in accord with the institution.</li> <li>4. Have written contracts between the school of nursing and institutions which offer associated academic study, clinical facilities and agencies for related services for students.</li> </ol>	<p>The input of stakeholders shall be considered in developing and evaluating the purpose and outcomes of the program. The purpose and outcomes of the nursing program shall be:</p> <ul style="list-style-type: none"> <li>o Consistent with the Nurse Practice Act and Admin. Rules and other relevant statutes.</li> <li>o Consistent with accepted standards of nursing practice appropriate for graduates of the type of nursing program offered.</li> </ul> <p>The fiscal, human, physical, clinical and technical learning resources shall be adequate to support program processes, security and outcomes.</p> <p>Program information communicated by the nursing programs shall be accurate, complete, consistent and readily available.</p> <p>The organization &amp; administration of the nursing education program shall be consistent with the law governing the practice of</p>	<p>Organization &amp; Administration</p> <ol style="list-style-type: none"> <li>1. An institution responsible for conducting a nursing education program shall be authorized by the appropriate agency of the state of Illinois (Illinois Board of Higher Education, State Board of Education, Illinois Community College Board)</li> <li>2. The relationship of the nursing program to other unites within the sponsoring institution shall be clearly delineated with organizational charts on file with the Division.</li> <li>3. Nursing education programs shall have clearly defined lines of authority, responsibility and communication.</li> <li>4. Student input into determination of academic policies and procedures, curriculum planning and evaluation of faculty effectiveness shall be assured as evidenced by information such as student membership on policy and evaluation committee's policy statements and evaluation procedures.</li> </ol>	<p>Organization and Administration</p> <ol style="list-style-type: none"> <li>1. Authorization for conducting a program is granted by Iowa Secretary of State.</li> <li>2. The authority and administrative responsibility of the program shall be vested in the head of the program, who is responsible to the controlling institution.</li> <li>3. The organizational chart shall clearly indicate the lines of authority and communication within the program and with the central administration, other units within the controlling institution, cooperating agencies and advisory committees.</li> <li>4. The controlling institution shall allocate adequate funds to carry out the purpose of the program. The head of the program shall prepare the budget with the assistance of the faculty.</li> <li>5. Ethical practices and standards, including those for recruitment and advertising, shall be consistent with those of the controlling institution and shall be made available to students and prospective</li> </ol>	<p>General Program Standards Programs shall meet all the following requirements:</p> <ol style="list-style-type: none"> <li>1. Comply with the curriculum requirements established by the board and with other requirements.</li> <li>2. Contribute to the safe practice of nursing by including the standards of practice, nursing behaviors and other skills and knowledge in the curriculum to prepare persons for the practice of nursing.</li> <li>3. Prepare students to meet the requirements for eligibility to take the NCLEX.</li> <li>4. Establish requirements for admission, profession and graduation which shall be made known and available in written form to prospective and current students.</li> <li>5. Establish a system for permanent maintenance of course descriptions and student and graduate transcripts.</li> </ol> <p>A licensed practical nursing education program must be 1 year in duration, inclusive of</p>	<p>All nursing programs shall meet the standards:</p> <ol style="list-style-type: none"> <li>1. The controlling body and program have administrative and resource capacity resulting in effective delivery of the nursing program and achievement of identified outcomes.</li> <li>2. The purpose and outcomes of the nursing program must be consistent with the Nurse Practice Act, other relevant statutes and board rules.</li> <li>3. The purpose and outcomes of the nursing program must be consistent with evidence-informed standards of nursing practice appropriate for graduates of the type of nursing program offered.</li> <li>4. The input of stakeholders shall be considered in developing and evaluating the purpose and outcomes of the nursing program.</li> </ol> <p>The controlling body must:</p> <ol style="list-style-type: none"> <li>1. Be a Minnesota public or private postsecondary educational institution that is accredited by a regional or national accrediting</li> </ol>

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		<p>nursing. The program shall be an integral part of a governing academic institution that is accredited by an accrediting agency that is recognized by the US Department of Education.</p> <p>The nursing program shall provide evidence of current accreditation by an national nursing accrediting agency recognized by the United States Department of education by January 1, 2020</p>	<p>5. Nursing education program policies and procedures shall be in written form, congruent with those of the sponsoring institution and reviewed by members of the program on a regular schedule.</p> <p>6. The philosophy, purpose and objectives of the nursing education program shall be stated in writing and shall be consistent with the sponsoring institution and current social, nursing and education trends and rules.</p> <p>Adequate financial support for the nursing education program, faculty and other necessary personnel, equipment, supplies and services shall be in evidence in the program budget.</p> <p>Articles of Affiliation</p> <p>1. The nursing education program shall have Articles of Affiliation between the nursing education program and each clinical facility that define the rights and responsibilities of each part, including agreements on the role and authority of the governing bodies of both the clinical site and the nursing education program.</p> <p>2. If portions of the required clinical or theoretical curriculum are offered at different geographical sites or by distance learning, the curriculum must be planned, supervised, administered and evaluated in concert with appropriate faculty</p>	<p>students.</p> <p>6. Written contractual agreements shall exist between the program and the clinical facilities and shall include:</p> <ol style="list-style-type: none"> <li>Identification of responsibilities related to patient or client services.</li> <li>Faculty control, selection and guidance of student learning experiences.</li> <li>Provision for termination of the agreement.</li> <li>Provision for annual review</li> <li>Documentation that the facility is in good standing with its regulatory agency.</li> </ol> <p>Accrediting and approving agencies</p> <ul style="list-style-type: none"> <li>o The controlling institution or program shall be accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.</li> <li>o When the program is located at a community college, the controlling institution shall be approved by the Iowa department of education.</li> <li>o When the program is offered under the auspices of the US armed forces, it shall be accredited by the US Department of the Army.</li> </ul> <p>The faculty shall develop a philosophy or mission statement and program outcomes that shall be:</p> <ul style="list-style-type: none"> <li>o Consistent with the philosophy or mission of the</li> </ul>	<p>program prerequisites and nursing education, and award a certificate of completion.</p>	<p>association for postsecondary institutions recognized by the US Dept. of Education; and</p> <p>2. Provide adequate fiscal, human, physical, clinical, and technical learning resources to support program processes, security and outcomes.</p> <p>The nursing program must:</p> <ol style="list-style-type: none"> <li>Be an integral part of a governing academic institution;</li> <li>Implement a comprehensive, systematic plan for ongoing evaluation that is based on program outcomes and stakeholder input regarding competence and safety. The ongoing evaluation plan must provide for continuous improvement;</li> <li>Provide a curriculum to enable the student to develop the competence necessary for the level, scope, and standards of nursing practice consistent with the type of licensure;</li> </ol> <p>The nursing program must ensure associate degree professional nursing programs provide advanced standing and transition experiences for qualified licensed practical nurses.</p>

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			<p>committees, department chairmen and administrative officers for the parent school.</p> <p>There shall be adequate facilities for the nursing program for both academic and clinical experiences for students.</p> <p>There shall be access to learning resource facilities, including library and multi-media technology, that are reasonably sufficient for the curriculum and the number of students enrolled in the nursing education programs.</p> <p>Cooperating agencies shall be identified to the Division and shall be suitable to meet the objectives of the program.</p> <p>Addition or deletion of cooperating agencies shall be reported in writing to the Division on the program annual report.</p> <p>The nursing program's policies and procedures shall not violate constitutional rights and shall be written and available to faculty and students.</p>	<p>controlling institution.</p> <ul style="list-style-type: none"> <li>o Reflective of faculty beliefs about nursing, education and professional standards</li> <li>o A guide in the development, implementation and evaluation of the program.</li> <li>o Available to students and prospective students.</li> </ul> <p>Controlling institution is responsible for provision of resources adequate to meet program needs.</p> <ol style="list-style-type: none"> <li>1. Human resources shall include the following: heard of program; faculty; secretarial and other support and staff services to ensure appropriate use of faculty time and expertise.</li> <li>2. Physical resources may include the following: classrooms, conference rooms, laboratories, offices, equipment and student facilities.</li> <li>3. Learning resources shall include the following: library, print media and computer-mediated resources.</li> <li>4. Financial resources shall be adequate to support and carry out the mission of the controlling institution.</li> </ol>		
<b>Curriculum General Standards</b>	<p>Curriculum</p> <p>The curriculum shall enable the student to develop the nursing knowledge, skills and abilities necessary for the level, scope and standards of competent nursing practice expected at the level of licensure. All curriculum shall be developed by a faculty member with a</p>	<p>The curriculum shall provide diverse didactic and clinical learning experiences consistent with program outcomes.</p> <p>The curriculum shall enable the student to develop the nursing knowledge, skills and abilities necessary for the level, scope and standards of competent</p>	<p>Curriculum</p> <ol style="list-style-type: none"> <li>1. The curriculum shall be based upon the state program purpose, philosophy and outcomes.</li> <li>2. Levels of progression in relation to the stated program outcomes shall be established.</li> <li>3. Coordinated clinical and theoretical learning</li> </ol>	<p>Curriculum</p> <p>The curriculum of a program shall:</p> <ul style="list-style-type: none"> <li>o Reflect the philosophy/mission and program outcomes supported by the nursing faculty.</li> <li>o Identify program outcomes and define how learning experiences support</li> </ul>	<p>Curriculum requirements generally:</p> <ul style="list-style-type: none"> <li>o A statement of philosophy shall be established which is consistent with the philosophy of the sponsoring agency and which is implemented in the program of nursing education.</li> <li>o There shall be course, level,</li> </ul>	<p>The curriculum must provide diverse learning activities, including learning activities in clinical settings, that are consistent with program outcomes.</p>

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	<p>graduate degree. Curriculum shall be revised as necessary to maintain a program that reflects advances in health care and its delivery. The curriculum shall include all of the following:</p> <ol style="list-style-type: none"> <li>1. Evidence based learning experiences and methods of instruction consistent with the written curriculum plan. The methods of instruction may include distance education methods.</li> <li>2. Diverse didactic and clinical learning experiences consistent with program outcomes.</li> <li>3. Coursework shall include all of the following: <ul style="list-style-type: none"> <li>o Content in the biological, physical, social and behavioral sciences to provide a foundation for safe and effective nursing practice.</li> <li>o Content regarding professional responsibilities, legal and ethical issues, and history and trends in nursing and health care.</li> <li>o Didactic content and supervised clinical experiences in the prevention of illness and the promotion, restoration and maintenance of health in patients across the lifespan and from diverse cultural, ethnic, social and economic backgrounds.</li> </ul> </li> </ol>	<p>nursing practice expected at the level of licensure. Curriculum will be revised as necessary to maintain a program that reflects advances in health care and its delivery.</p> <p>The curriculum shall include:</p> <ol style="list-style-type: none"> <li>1. Experiences that promote the development and subsequent demonstration of evidence-based clinical judgment, skill in clinical management, and the professional commitment to collaborate in continuously improving the quality and safety of the healthcare system for patients.</li> <li>2. Evidence-based learning experiences and methods of instruction, including distance education methods, consistent with the written curriculum plan.</li> <li>3. Coursework including: <ul style="list-style-type: none"> <li>o Content in the biological, physical, social and behavioral sciences to provide a foundation for safe and effective nursing practice.</li> <li>o Content regarding professional responsibilities, legal and ethical issues, history and trends in nursing and health care.</li> <li>o Didactic content and supervised clinical experience in the prevention of illness and the promotion, restoration and maintenance of health in patients across the lifespan and from diverse cultural, ethnic, social and economic backgrounds.</li> </ul> </li> </ol> <p>Patient experiences will occur</p>	<p>experiences shall be consistent with the program outcomes.</p> <ol style="list-style-type: none"> <li>4. Curricular content shall reflect contemporary nursing practice encompassing major health needs of all age groups.</li> <li>5. The entire curriculum shall be based on sound nursing, education and instructional principles.</li> <li>6. The curriculum shall be evaluated by faculty with student input, according to a stated plan.</li> <li>7. The program shall be approved by the appropriate educational agency.</li> </ol>	<p>outcomes.</p> <ul style="list-style-type: none"> <li>o Reflect current standards of nursing practice and education.</li> <li>o Be consistent with laws governing the practice of nursing.</li> <li>o Ensure sufficient preparation for the safe and effective practice of nursing.</li> <li>o Include learning experiences and strategies that meet program outcomes.</li> </ul> <p>When offered within a college or university:</p> <ul style="list-style-type: none"> <li>o Be comparable in quality and requirements to other degree programs within the college or university.</li> <li>o Be planned in accordance with the college or university calendar.</li> <li>o Assign credit hours for learning experiences that are consistent with the college or university pattern.</li> </ul> <p>Prelicensure Programs The curriculum of a program leading to eligibility for initial licensure as a licensed practical nurse or registered nurse shall include:</p> <ol style="list-style-type: none"> <li>1. Content that is consistent with the practice of nursing.</li> <li>2. Content in medical, surgical, gerontological, mental health, and nursing of childbearing families and children that reflects current nursing practice and that encompasses health needs throughout the life span.</li> <li>3. Opportunities to participate</li> </ol>	<p>and terminal objectives to serve as a guide in the development, implementation and evaluation of the curriculum. The objectives shall be reviewed periodically and revised as necessary.</p> <ul style="list-style-type: none"> <li>o Learning experiences and methods of instruction shall be selected to fulfill the stated outcomes of each nursing course.</li> <li>o Related clinical experiences and clinical lab hours shall be provided concurrently with, or immediately after, the theoretical presentation of the course content. Simulation laboratory hours shall be limited to no more than 50% of each clinical experience.</li> <li>o Evaluation methods and tools to be used for measuring student achievement shall be determined by the faculty in keeping with the assessment methods of the sponsoring agency. These methods and tools shall be known to the students in the program.</li> <li>o The director and faculty shall evaluate all aspects of the curriculum on a systematic basis. Records of the results of the evaluation shall be maintained for board review, if requested.</li> </ul> <p>The curriculum shall be organized, developed, implemented, controlled, and evaluated on a regularly scheduled basis by the program director and the faculty within the framework of the</p>	

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		<p>in a variety of clinical settings and will include:</p> <ul style="list-style-type: none"> <li>• Integrating patient safety principles throughout the didactic and clinical coursework</li> <li>• Implementing evidence-based practice to integrate best research with clinical expertise and patient values for optimal care, including skills to identify and apply best practices to nursing care.</li> <li>• Providing patient-centered, culturally competent care that recognizes that the patient or designee is the source of control and full partner in providing coordinated care by: <ul style="list-style-type: none"> <li>a) Respecting patient differences, values, preferences and expressed needs</li> <li>b) Involving patients/designees in decision-making and care management</li> <li>c) Coordinating and managing patient care across settings</li> <li>d) Explaining appropriate and accessible interventions to patients and populations that may positively affect their ability to achieve healthy lifestyles.</li> </ul> </li> <li>• Collaborating with interprofessional teams to foster open communication, mutual respect, and shared decision-making in order to</li> </ul>		<p>in the nursing process and to develop competencies in direct patient care, problem-solving methodologies, clinical judgment, communication and the use of current equipment and technology.</p> <ol style="list-style-type: none"> <li>4. Content in nursing history and trends, including professional, legal and ethical aspects.</li> <li>5. Supporting content from the natural and social sciences.</li> </ol>	<p>philosophy, purposes and outcomes of the sponsoring agency and those approved by the board. The curriculum objectives shall identify the behavioral expectations of the graduate of the program and shall be used for the following purposes:</p> <ol style="list-style-type: none"> <li>1. Developing, organizing, implementing and evaluating the curriculum.</li> <li>2. Identifying outcomes for levels of progression and course and program completion.</li> <li>3. Providing to the student an organized pattern to follow in which the sequence of learning is from the simple to the complex and from the known to the unknown, with each learning experience built on previously learned information of nursing and related scientific knowledge.</li> <li>4. Organizing the courses so as to approximate, as closely as possible, the schedules of the sponsoring agency.</li> <li>5. Distributing the courses throughout the curriculum so that an unreasonable overload does not exist.</li> </ol> <p>The statement of the conceptual framework or rationale for the program shall be the basis for the organization of the nursing content of the curriculum.</p> <p>The course content and other learning experiences shall promote student growth in all of the following areas:</p>	

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		<p>achieve quality patient care.</p> <ul style="list-style-type: none"> <li>• Participating in quality improvement processes to monitor patient care outcomes, identify possibility of hazards and errors, and collaborate in the development and testing of changes that improve the quality and safety of health care systems</li> <li>• Using information technology to communicate, mitigate errors and support decision-making.</li> </ul>			<ol style="list-style-type: none"> <li>1. The understanding of the roles and responsibilities of the members of the nursing profession.</li> <li>2. The application of the principles of nursing and the sciences which are basic to nursing practice in the development of plans of care for the patient or client.</li> <li>3. The provision of direct and indirect nursing care.</li> <li>4. The understanding of effective human relations and demonstrating the ability to use these principles in nursing situations.</li> <li>5. The recognition of physical, psychosocial, and spiritual needs of diverse patient/client populations in the provision of nursing care.</li> <li>6. The understanding of health, including the manifestations of disease and the initiation, organization, and application of the principles underlying the nursing care provided.</li> <li>7. Developing skills and abilities in the administration of all aspects of nursing care, including all of the following: <ol style="list-style-type: none"> <li>a. Communications</li> <li>b. Critical thinking, clinical reasoning and problem solving.</li> <li>c. Understanding legal and professional responsibilities.</li> <li>d. The working relationships with other health care</li> </ol> </li> </ol>	

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					providers. e. Evidence based practice. f. Quality and safety 8. Understanding and protecting the rights of patients or clients.	
<b>Curriculum RN Standards</b>			Curriculum for professional nursing programs shall: 1. Include, at a minimum, concepts in anatomy, physiology, chemistry, physics, microbiology, sociology, psychology, communications, growth and development, interpersonal relationships, group dynamics, cultural diversity, pharmacology and the administration of medication, nutrition and diet therapy, patho-physiology, ethics, nursing history, trends and theories, professional and legal aspects of nursing, leadership and management in nursing, and teaching-learning theory. 2. Not preclude a flexible curriculum that would provide appropriate integration of the nursing subject matters. 3. Provide theoretical and clinical instruction in all areas of nursing practice in the promotion, prevention, restoration and maintenance of health in individuals and groups across the life span and in a variety of clinical settings. 4. Incorporate the nursing process as an integral part of the curriculum. 5. Prepare the student to assume beginning level professional	The curriculum of a program leading to a degree in professional nursing shall: 1. Be consistent with the legal implications within the scope of practice of a registered nurse. 2. Focus on attaining, maintain and regaining health and safety for individuals and groups by utilizing the principles of leadership, management, nursing informatics and client education. 3. Provide learning experiences in medical, surgical, mental health and gerontological nursing. 4. Provide content in nursing of childbearing families and children that is supported by one or more of the following: clinical instruction, lab/simulation, or observation experiences adequate to meet program outcomes. 5. Provide content in nursing research when the program leads to a baccalaureate, master's or doctoral degree. 6. Provide learning experiences in community health nursing when the program leads to a baccalaureate, master's or doctoral degree.  Postlicensure programs for registered nurses who do not	The director and faculty of a program of nursing education leading to licensure as a RN shall comply with all of the following provisions: 1. Select courses and ensure teaching concepts for basic content in the biological, physical, behavioral and other courses supportive of the nursing major which shall assist the student to improve abilities in all of the following areas: a. Communication b. Interviewing c. Critical thinking, clinical reasoning, and problem solving. d. Interpersonal relationships. e. Use of scientific principles in providing individualized nursing care to the patient or client. Such courses shall have credits conferred consistent with the policies of the sponsoring agency. Provide courses and clinical experiences in care of all age groups and sexes in medical, surgical, pediatric, geriatric, obstetrical and psychiatric nursing. Opportunities for learning experiences in community aspects of nursing shall be made available. The elements of	

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			<p>nursing positions.</p> <p>6. Be at least 2 academic years in length.</p> <p>The curriculum may include a Nursing Student Internship/Cooperative Education Course that meets the following minimum requirements:</p> <ol style="list-style-type: none"> <li>1. The course must be available with the nursing major and identified on the transcript.</li> <li>2. Faculty must meet approved nursing education program qualifications and hold faculty status with the educational unit.</li> <li>3. Clinical content must be coordinated with theoretical content.</li> <li>4. Clinical experience must be under direct supervision of qualified faculty as set forth or with a registered nurse preceptor. The nurse preceptor shall be approved by the program and shall work under the direction of a nurse faculty member.</li> <li>5. Students shall not be permitted to practice beyond educational preparation or without faculty supervision.</li> <li>6. The course shall be based on program purpose, philosophy, objectives and framework.</li> <li>7. Course evaluation shall be based on program purpose, philosophy, objectives and framework.</li> <li>8. Course evaluation shall be consistent with the plan for program. Evaluation.</li> </ol>	<p>hold a baccalaureate degree in nursing.</p> <ol style="list-style-type: none"> <li>1. The curriculum of a program that leads to a baccalaureate degree in nursing shall include learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of the prelicensure baccalaureate education, including content in nursing research and learning experiences in community health nursing.</li> <li>2. The curriculum of a program that leads to a master's degree in nursing shall include content and learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of the prelicensure baccalaureate education and master's education, including content in nursing research and learning experiences in community health nursing.</li> </ol>	<p>the nursing process shall be emphasized in all nursing courses. Conical laboratory and clinical experience hours shall be sufficient to in number to meet the courses and program objectives.</p> <ol style="list-style-type: none"> <li>f. Analysis and evaluation of scientific research.</li> <li>g. Quality and safety</li> </ol> <p>2. Assure that courses include content relating to all the following:</p> <ol style="list-style-type: none"> <li>a. The legal scope of practice of a registered nurse</li> <li>b. The standards of practice and performance and code of ethics for the nursing profession.</li> <li>c. Historical perspectives of nursing and current legal-ethical issues.</li> <li>d. Licensure requirements.</li> <li>e. Evidence-based practice.</li> <li>f. Quality and safety.</li> </ol>	

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			9. Articles of affiliation shall clearly delineate student, educational institution and health care agency roles and responsibilities.			
<b>Curriculum Graduate Level Standards</b>				<p>Master's, post-master's and doctoral programs for registered nurses who hold a baccalaureate degree in nursing.</p> <ol style="list-style-type: none"> <li>1. The curriculum of a program leading to a master's or doctoral degree in nursing shall include in-depth study of:               <ol style="list-style-type: none"> <li>a. Nursing science, which includes content, practicum experiences and research;</li> <li>b. Advanced role areas in nursing.</li> </ol> </li> <li>2. The curriculum of a program leading to a master's degree or post-master's certificate in a nursing clinical specialty area, eligibility to apply for certification in the specialty area by a national professional nursing organization approved by the board, and registration as an advanced registered nurse practitioner shall:               <ol style="list-style-type: none"> <li>a. Be consistent with the legal implications within the scope of practice of the advanced registered nurse practitioner.</li> <li>b. Include advanced learning experiences in a specialty area of nursing.</li> </ol> </li> </ol>		
<b>Curriculum PN Standards</b>			<p>Curriculum for the PN programs shall:</p> <ol style="list-style-type: none"> <li>1. Include, at a minimum, basic concepts of anatomy, physiology, chemistry,</li> </ol>	<p>Programs leading to a diploma in practical nursing shall be:</p> <ol style="list-style-type: none"> <li>1. Be consistent with the legal implications within the scope of practice of a licensed</li> </ol>	<p>The director and faculty of a program of nursing education leading to licensure as a PN shall comply with all of the following provisions:</p>	

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			<p>microbiology, physics, communications, growth and development, interpersonal relationships, psychology, sociology, cultural diversity, pharmacology, nutrition and diet therapy, and vocational, legal and ethical aspects of nursing.</p> <ol style="list-style-type: none"> <li>2. Not preclude a flexible curriculum that would provide appropriate integration of the nursing subject areas.</li> <li>3. Provide basic theoretical and clinical instruction in all areas of nursing practice in the promotion, prevention, restoration and maintenance of health in individuals and groups across the life span and in a variety of clinical settings.</li> <li>4. Incorporate the nursing process as an integral part of the curriculum.</li> <li>5. Prepare the student to assume entry level practical nursing positions to assist clients with normal and common health problems through use of basic nursing skills.</li> <li>6. Be at least one academic year in length</li> <li>7. If a military program, consist of a minimum of 36-40 weeks of theory and clinical instruction incorporating the curriculum outlined.</li> </ol>	<p>practical nurse.</p> <ol style="list-style-type: none"> <li>2. Focus on supportive or restorative care provided under the supervision of a registered nurse or physician.</li> <li>3. Provide learning experiences in medical, surgical and gerontological nursing.</li> <li>4. Provide content in nursing of childbearing families and children and mental health that is supported by one or more of the following: clinical instruction, lab/simulation or observation experiences adequate to meet program outcomes.</li> </ol>	<ol style="list-style-type: none"> <li>1. Select courses and ensure teaching concepts on which the theory and practice of practical nursing are based. The basic principles of the natural and applied sciences which are fundamental to the theory and practice of practical nursing and which are applied in the planning and implementation of nursing care shall be included.</li> <li>2. Provide courses and clinical and simulation experiences in the care of all age groups and both sexes in medical, surgical, pediatric, obstetrical, and geriatric nursing and provide supervised practice in the administration of medications. Clinical laboratory, simulation laboratory, and clinical experience hours shall be sufficient to meet the objectives of the curriculum.</li> <li>3. Ensure that courses include content relating to all the following: <ol style="list-style-type: none"> <li>a. The legal scope of practice of a practical nurse</li> <li>b. The standards of conduct for members of the nursing profession, and in particular, a licensed practical nurse.</li> <li>c. Historical perspectives of nursing and current legal-ethical issues.</li> <li>d. Licensure requirements</li> <li>e. Evidence-based practice.</li> <li>f. Quality and safety.</li> </ol> </li> </ol>	
<b>Instruction Standards</b>		Delivery of instruction by distance education methods must be consistent with the program				

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		curriculum plan and enable students to meet the goals, competencies and outcomes of the educational program and standards of the BON.				
<b>Clinical Standards</b>	<p>Patient experiences shall occur in a variety of clinical or simulated settings and shall include all of the following:</p> <ol style="list-style-type: none"> <li>1. Integrating patient safety principles throughout the didactic and clinical coursework. Implementing evidence-based practice to integrate best research with clinical expertise and patient values for optimal care, including skills to identify and apply best practices to nursing care.</li> <li>2. Implementing evidence based practice to integrate best research with clinical expertise and patient values for optimal care, including skills to identify and apply best practices to nursing care.</li> <li>3. Providing patient centered culturally competent care that recognizes that the patient or designee is the source of control and full partner in providing coordinated care by doing the following: <ul style="list-style-type: none"> <li>o Respecting patient differences, values, preferences and expressed needs.</li> <li>o Involving patients or designees in decision making and care management.</li> <li>o Coordinating and managing patient care across settings.</li> <li>o Explaining appropriate and accessible interventions to</li> </ul> </li> </ol>	<p>Faculty supervised clinical practice shall include development of skills in direct patient care; making clinical judgments; care and management of both individuals and groups of patients across the lifespan; and delegation to and supervision of, as appropriate to level of education, other health care providers.</p> <ol style="list-style-type: none"> <li>1. The program shall provide clinical hours comparable to those provided by an approved program of equivalent size and program type or, in the case of no equivalent program, clinical hours scaled relative to an approved program.</li> <li>2. Clinical experiences shall be supervised by qualified faculty.</li> <li>3. All student clinical experiences, including those with preceptors, shall be directed by nursing faculty.</li> <li>4. Measurement of students' competencies shall focus on the students' demonstration of care in a variety of clinical situations and care settings.</li> <li>5. BON determines the approval process when clinical experiences cross state/jurisdiction borders, and nursing education programs shall comply with the process.</li> </ol>	<p>Clinical experience must be under direct supervision of qualified faculty as set forth or with a registered nurse preceptor. The nurse preceptor shall be approved by the parent institution and shall work under the direction of a nurse faculty member.</p> <p>The ratio of students to faculty in the clinical area shall be appropriate to the clinical learning experience:</p> <ol style="list-style-type: none"> <li>1. When under direct supervision of the faculty, the ration shall not exceed 10 to 1.</li> <li>2. When a registered nurse preceptor is used, the ration of students to faculty member shall not exceed 12 to 1.</li> </ol> <p>The faculty of the nursing education program and the staff of cooperating agencies used as sites for additional theory and clinical experience shall work together for quality for patient care.</p>	<p>The nursing program shall notify students and prospective students that nursing courses with a clinical component may not be taken by a person:</p> <ul style="list-style-type: none"> <li>o Who has been denied licensure by the board.</li> <li>o Whose license is currently suspended, surrendered or revoked in any U.S. jurisdiction.</li> <li>o Whose license or registration is currently suspended, surrendered or revoked in another country due to disciplinary action.</li> </ul> <p>In a prelicensure program, a ratio of one faculty member to a maximum of 8 students in practice situations involving clinical instruction.</p> <p>The clinical facilities shall provide learning experiences that meet curriculum objectives and outcomes.</p> <p>The program shall provide information to the board about clinical facilities used for learning experiences.</p> <p>The clinical facilities shall be accredited/approved by the appropriate agencies and shall have evidence of good standing by their regulatory body.</p> <p>There shall be evidence that</p>	<p>All cooperating agencies selected for clinical laboratory and simulation laboratory experiences shall have standards of nursing care that demonstrate concern for the patient or client and evidence the skillful application of all measures of quality and safe, evidence-based nursing practice.</p> <p>All cooperating agencies shall have a current license, if required, for their operation and adhere to the local zoning ordinances governing their operation.</p> <p>Each resource selected to provide clinical experience shall indicate a willingness to cooperate in the curriculum by providing a letter of intent, a written agreement or a formal contract. Each cooperating agency shall provide experiences of a quality and quantity which will enable the student to meet the outcomes established for the clinical experience.</p> <p>A registered professional nurse program may substitute up to 50% of clinical hours in any single course with simulation laboratory experiences. For simulation laboratory experiences, the board adopts by reference the standards of the International Nursing</p>	

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	<p>patients and populations that may positively affect their ability to achieve healthy lifestyles.</p> <p>4. Collaborating with interprofessional teams to foster open communication, mutual respect, and shared decision-making in order to achieve quality patient care.</p> <p>5. Participating in quality improvement processes to monitor patient care outcomes, identify possibility of hazards and errors and collaborate in the development and testing of changes that improve the quality and safety of health care systems.</p> <p>6. Using information technology to communicate, mitigate errors and support decision making.</p> <p>All cooperating agencies selected for clinical experiences shall have standards which demonstrate concern for the patient and evidence the skillful application of all measures of safe nursing practices.</p> <p>All faculty teaching clinical or practicum courses shall be experienced in the clinical area of the course and maintain clinical expertise.</p> <p>Faculty supervised clinical practice shall include all fo the following:</p> <ul style="list-style-type: none"> <li>○ Development of skills in direct patient care</li> <li>○ Making clinical judgments.</li> <li>○ Care and management of both individuals and groups</li> </ul>			<p>student experiences are coordinated when more than one program uses the same facility.</p>	<p>Association or Clinical Simulation and Learning, as specified in the publication entitled, “Standards of Best Practice: Simulation” 2013.</p> <p>A licensed practical nursing education program may substitute up to 50% of clinical hours in any single course with simulation laboratory experiences, except for pediatric and obstetric clinical hours. A licensed practical nursing education program may substitute up to 100% of pediatric and obstetric clinical hours with simulation laboratory. For simulation laboratory experiences, the board adopts by reference the standards of the International Nursing Association or Clinical Simulation and Learning, as specified in the publication entitled, “Standards of Best Practice: Simulation” 2013.</p>	

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	<p>of patients across the lifespan.</p> <ul style="list-style-type: none"> <li>o Delegation to and supervision of other health care providers.</li> </ul> <p>Clinical experiences shall be supervised by qualified faculty. All student clinical experiences, including those with preceptors, shall be directed by nursing faculty.</p>					
<b>Administrator Standards</b>	<p>The educational administrator of the professional nursing education program shall:</p> <ol style="list-style-type: none"> <li>1. hold a current license to practice as a registered nurse in Wisconsin,</li> <li>2. have a graduate degree with a major in nursing</li> <li>3. knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation and either educational preparation or 2 years experience as an instructor in a nursing education program within the last 5 years</li> <li>4. current knowledge of nursing practice.</li> </ol>	<p>The nursing program administrator shall be a professionally and academically qualified RN with institutional authority and administrative responsibility for the program.</p> <p>Administrator qualifications for a program preparing for RN licensure shall include:</p> <ol style="list-style-type: none"> <li>1. Current, active RN license or privilege to practice that is not encumbered and meets requirements in the jurisdiction where the program is approved.</li> <li>2. A doctoral degree in nursing; or a graduate degree in nursing and a doctoral degree.</li> <li>3. Educational preparation or experience in teaching and knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation.</li> <li>4. A current knowledge of registered nursing practice.</li> </ol> <p>Administrator qualifications for a program preparing for LPN licensure shall include:</p> <ol style="list-style-type: none"> <li>1. Current, active RN license or</li> </ol>	<p>PN Program Nursing Administrator</p> <ol style="list-style-type: none"> <li>1. The institution responsible for conducting the nursing program and the nurse administrator of the nursing education program shall be responsible for ensuring that the individual faculty members are academically and professionally qualified.</li> <li>2. Nursing education programs shall be administered by the nurse administrator of the nursing education program.</li> <li>3. The nurse administrator and faculty of a nursing education program shall be currently licensed as registered professional nurses in Illinois.</li> <li>4. The nurse administrator of a PN program shall have at least: <ol style="list-style-type: none"> <li>a. 2 years experience in clinical nursing practice</li> <li>b. 2 years experience as an instructor in a nursing education program.</li> <li>c. A master's degree or higher with a major in nursing.</li> </ol> </li> <li>5. The nurse administrator of a RN program shall have at least:</li> </ol>	<p>The head of the program shall be licensed as a registered nurse in Iowa or pursuant to the nurse licensure compact, two years of experience in clinical nursing, two years of experience in nursing education and academic qualifications:</p> <ul style="list-style-type: none"> <li>o A master's or doctoral degree with a major in nursing at either level at the time of hire.</li> <li>o If a program offers a baccalaureate or higher degree in nursing, shall have doctoral degree.</li> </ul> <p>The head of a program may petition the board for a waiver of the requirements. Following a review of the circumstances and efforts by the program to meet the requirements, the board may issue a waiver for a specified period of time and indicate conditions that must be met.</p>	<p>The director of the program shall comply with the following requirements as applicable:</p> <ul style="list-style-type: none"> <li>o Hold current licenses to practice as registered nurses in Michigan.</li> </ul> <p>For registered nurse programs:</p> <ul style="list-style-type: none"> <li>o The director of the nursing program shall hold a minimum of a master's degree with a major in nursing.</li> </ul> <p>For practical nursing programs:</p> <ul style="list-style-type: none"> <li>o The program director shall hold a minimum of a baccalaureate degree in nursing science.</li> </ul>	<p>The nursing program administrator shall be a professionally and academically qualified RN with institutional authority and administrative responsibility for the program.</p> <p>The program must ensure the director:</p> <ol style="list-style-type: none"> <li>1. Is academically and experientially qualified to accomplish the mission, goals and expected student and faculty outcomes.</li> <li>2. Has a graduate degree in nursing from a regionally or nationally accredited college or university recognized by the US Dept. of Education or by a comparable organization if the graduate degree is from an educational institution from a foreign country.</li> <li>3. Has a current unencumbered Minn. RN license and current registration.</li> <li>4. Is vested with the administrative authority to accomplish the mission, goals and expected program outcomes.</li> <li>5. Provides effective leadership</li> </ol>

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		<p>privilege to practice that is not encumbered and meets requirements in the jurisdiction where the program is approved.</p> <ol style="list-style-type: none"> <li>2. A minimum of a graduate degree in nursing or bachelor's degree in nursing with a graduate degree.</li> <li>3. Educational preparation or experience in teaching and knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation.</li> <li>4. A current knowledge at the practical level.</li> </ol>	<ol style="list-style-type: none"> <li>a. 2 years experience in clinical nursing practice</li> <li>b. 2 years experience as an instructor in an RN or higher nursing education program.</li> <li>c. A master's degree or higher with a major in nursing.</li> </ol> <p>Nurse administrators shall be responsible for:</p> <ol style="list-style-type: none"> <li>1. Administration of the nursing education program.</li> <li>2. Liaison with other units of the sponsoring institution.</li> <li>3. Preparation and administration of the budget.</li> <li>4. Facilitation of faculty development and performance review.</li> <li>5. Facilitation and coordination of activities related to academic policies, personnel policies, curriculum, resource facilities and services, and program evaluation.</li> <li>6. Notification of the Division of program changes.</li> </ol>			<p>to the program in achieving its mission, goals, and expected program outcomes.</p> <ol style="list-style-type: none"> <li>6. Is given adequate time and resources to fulfill the roles and responsibilities.</li> <li>7. Communicates information about the program that is accurate, complete, consistent, and readily available.</li> <li>8. Informs the board within 30 days of a change in the director, the name of the program, the name of the controlling body, the address of the program at each site where the program is offered, the addition or termination of a site of the program, the address of the controlling body, or control of the program. Changes in control of the program include sharing control with another body, deleting a body from sharing control, transferring control in whole or in part to another body, or merging programs formerly controlled by other bodies.</li> </ol>
<b>Faculty Standards</b>	<p>A nurse faculty member who teaches nursing courses in a professional nursing program shall:</p> <ol style="list-style-type: none"> <li>1. hold a current license to practice as a registered nurse in Wisconsin,</li> <li>2. graduate degree with a major in nursing. Interprofessional faculty teaching non-clinical nursing course shall have advanced preparation appropriate for the content being taught.</li> </ol>	<p>Faculty shall participate in program planning, implementation, evaluation and continuous improvement.</p> <p>Professionally, academically and clinically qualified nurse faculty shall be sufficient in number and expertise to accomplish program outcomes and quality improvement.</p> <p>There shall be sufficient number of qualified faculty to meet the outcomes and purposes of the</p>	<p>Nurse faculty in a PN program shall have:</p> <ol style="list-style-type: none"> <li>1. At least 2 years experience in clinical nursing practice</li> <li>2. A baccalaureate degree or higher with a major in nursing.</li> </ol> <p>Nurse faculty in a PN program shall have:</p> <ol style="list-style-type: none"> <li>1. At least 2 years experience in clinical nursing practice</li> <li>2. A master's degree or higher with a major in nursing.</li> </ol>	<p>Faculty Qualifications</p> <p>Current licensure as a registered nurse in Iowa or pursuant to the nurse licensure compact; two years of experience in clinical nursing.</p> <p>Academic qualifications:</p> <ol style="list-style-type: none"> <li>1. Shall have at least a baccalaureate degree with a major in nursing or an applicable field at the time of hire. This person shall make annual progress toward the attainment of a masters or doctoral degree with a major</li> </ol>	<p>The faculty who provide the nursing sequence shall comply with the following requirements as applicable:</p> <ul style="list-style-type: none"> <li>o Hold current licenses to practice as registered nurses in Michigan.</li> <li>o If clinical experiences are offered by the nursing education program at sites that are not located in this state, then any nurse faculty members at those sites shall hold a current unrestricted license to practice as a</li> </ul>	<p>Faculty must participate in program planning, implementation, evaluation and continuous improvement.</p> <p>Professionally, academically and clinically qualified nurse faculty must be sufficient in number and expertise to accomplish program outcomes and quality improvement.</p> <p>The program shall ensure general principles for faculty include:</p> <ol style="list-style-type: none"> <li>1. Academic preparation for the</li> </ol>

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	<p>A nurse faculty member who teaches nursing courses in a practical nursing program shall:</p> <ol style="list-style-type: none"> <li>1. hold a current license to practice as a registered nurse in Wisconsin,</li> <li>2. hold a baccalaureate degree with a major in nursing.</li> </ol>	<p>nursing education program.</p> <p>Faculty supervising clinical experiences shall hold a current active RN license or privilege to practice that is not encumbered and meet requirements in the jurisdiction where the clinical practicum is conducted.</p> <p>Qualifications for nursing faculty who teach in a program leading to licensure as an LPN should:</p> <ol style="list-style-type: none"> <li>1. hold an active RN license or privilege to practice that is not encumbered,</li> <li>2. be academically and experientially qualified with a minimum of a graduate degree in nursing or bachelor's degree in nursing with a graduate degree.</li> </ol> <p>Qualifications for nursing faculty who teach in a program leading to licensure as an RN should:</p> <ol style="list-style-type: none"> <li>1. hold an active RN license or privilege to practice that is not encumbered,</li> <li>2. be academically and experientially qualified with a minimum of a graduate degree in nursing.</li> </ol> <p>Interprofessional faculty teaching non-clinical nursing courses shall have advanced preparation appropriate for the content being taught.</p>	<p>Faculty shall be responsible for:</p> <ol style="list-style-type: none"> <li>1. Development, implementation and evaluation of the purpose, philosophy and objectives of the nursing education program.</li> <li>2. Design, implementation and evaluation of curriculum for the nursing education program.</li> <li>3. Participation in academic advising of students.</li> <li>4. Development and evaluation of student policies</li> <li>5. Evaluation of student performance in meeting the objectives of the program.</li> </ol> <p>Faculty shall participate in:</p> <ol style="list-style-type: none"> <li>1. Selection, promotion and tenure activities.</li> <li>2. Academic activities of the institution</li> <li>3. Professional and health related community activities.</li> <li>4. Self-development activities for professional and personal growth.</li> <li>5. Research and other scholarly activities for which qualified</li> <li>6. Activities that maintain educational and clinical expertise in areas of teaching.</li> </ol>	<p>in nursing or an applicable field. (Applicable fields include education, counseling, psychology, sociology, health education, health administration and public health)</p> <ol style="list-style-type: none"> <li>2. A faculty member in a practical nursing program or at the first level of an associate degree nursing program with a ladder concept shall have a baccalaureate or higher degree in nursing or an applicable field.</li> <li>3. A registered nurse hired to teach in a master's program shall hold a master's or doctoral degree with a major in nursing. A registered nurse teaching in a clinical specialty area shall hold a master's degree with a major in nursing, advanced level certification by a national professional nursing organization approved by the board in the clinical specialty area in which the individual teaches and current registration as an advanced registered nurse practitioner according to the laws of the states in which the individual teaches. Faculty preparation at the doctoral or terminal degree level shall be consistent with the mission of the program.</li> <li>4. A faculty member hired only to teach in the clinical setting shall be exempt from 1 and 2 if the faculty member is closely supervised to ensure</li> </ol>	<p>registered nurse in the state where the clinical experience is located.</p> <p>For registered nurse programs:</p> <ul style="list-style-type: none"> <li>o Every member of the nursing faculty providing didactic instruction shall hold a minimum of a master's degree, the majority of which shall hold a master's degree with a major in nursing. If the master's degree is not in nursing, the faculty member shall hold a minimum of a baccalaureate degree in nursing science. Courses that are non-nursing in content but are health related are exempt from the requirements of this subrule and may be taught by non-nurse faculty.</li> <li>o A member of the nursing faculty who provides instruction in either the clinical or simulation laboratory shall hold a minimum of a baccalaureate degree in nursing.</li> </ul> <p>For practical nursing programs:</p> <ul style="list-style-type: none"> <li>o Every member of the nursing faculty shall hold a minimum of a baccalaureate degree in nursing science.</li> </ul> <p><i>(The director and any faculty employed before May 4, 1989 are exempt from these standards)</i></p> <p>All programs Nursing faculty shall be</p>	<p>areas in which they teach.</p> <ol style="list-style-type: none"> <li>2. Experiential preparation in the area they teach.</li> <li>3. Sufficiently in number to support the program outcomes.</li> <li>4. Provision of opportunities for ongoing development in the science of education.</li> <li>5. Nursing faculty have a major in nursing at the baccalaureate or graduate level and unencumbered licensure as a RN with current registration in Minnesota.</li> <li>6. Nonnursing faculty are sufficient in number, utilization and credentials to meet program goals and outcomes.</li> </ol> <p>Practical nursing program faculty have a baccalaureate or graduate degree in nursing from a regionally or nationally accredited college or university recognized by the US Dept. of Education or by a comparable organization if the baccalaureate or graduate level degree is from a foreign country.</p> <p>Professional nursing program faculty have a graduate degree for full-time faculty and the majority of part-time faculty hold a graduate degree from a regionally or nationally accredited college or university recognized by the US Dept. of Education or by a comparable organization if the baccalaureate or graduate level degree is from a foreign country.</p>

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				<p>proper integration of didactic content into the clinical setting. A faculty member hired to teach only in the clinical setting shall have a baccalaureate degree in nursing or an applicable field or shall make annual progress toward the attainment of such a degree.</p> <p>Faculty members shall:</p> <ol style="list-style-type: none"> <li>1. Develop, implement and evaluate the purpose, philosophy/mission and outcomes of the program.</li> <li>2. Design, implement, evaluate and revise the curriculum.</li> <li>3. Provide students with written policies.</li> <li>4. Participate in academic advisement and guidance of students.</li> <li>5. Provide for admission, progression and graduation of students.</li> <li>6. Provide for student evaluation, self-evaluation and peer evaluation of teaching effectiveness.</li> <li>7. Participate in activities to ensure competency in areas of responsibility.</li> </ol>	<p>sufficient in number to prepare students to achieve the outcomes of the program. The maximum ratio of students to faculty in clinical areas involving direct care of patients shall be not more than 8 students to 1 faculty member. A ratio of fewer than 8 students to 1 faculty member may be required in specialty units to ensure safe and competent direct patient care.</p>	<p>Responsibilities of nursing faculty include:</p> <ul style="list-style-type: none"> <li>o Developing, implementing, evaluating and updating the purpose, philosophy, objectives and organizational framework for the nursing education program.</li> <li>o Designing, implementing and evaluating the curriculum using a written plan.</li> <li>o Developing, evaluating and revising student admission, progression, retention and graduation policies within the policies of the governing body.</li> <li>o Participating in academic advising and guidance of students.</li> <li>o Planning and providing theoretical, clinical and simulated clinical learning activities that reflect an understanding of the philosophy, objectives and curriculum of the nursing education program.</li> <li>o Evaluating student achievement of curricular objectives and outcomes related to nursing knowledge and practice.</li> </ul>
<b>Faculty Exceptions</b>	<p>Faulty exceptions: A school of nursing that is granted a faculty exception for a faculty member shall provide the faculty member with a supervisor who meets the qualifications. A minimum of 50% of faculty must meet the qualifications.</p> <p>Standard exception may be renewed upon showing proof of</p>		<p>Faculty Variances (RN Programs) Variances for faculty with a graduate degree in a field other than nursing may be granted by the Division based on the following:</p> <ol style="list-style-type: none"> <li>1. The individual has a bachelor's degree in nursing</li> <li>2. The individual has at least 2 years of experience in clinical nursing practice</li> </ol>		<p>Any exceptions for full-time or part-time nursing faculty shall be based on the faculty member's progress toward meeting the requirements of these rules during each year for which the exception is requested. A maximum of 5 yearly exceptions shall be granted to any 1 full-time or part-time faculty member.</p>	

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	<p>progress and continued active enrollment each year. The standard exception is for a person who has a baccalaureate degree in nursing and is actively enrolled in a master's program with a major in nursing; a bachelor's in nursing to doctorate program in nursing or a doctorate program in nursing.</p> <p>Emergency exception is for a term no longer than one semester and may not be renewed. A person with a baccalaureate degree in nursing may be employed for a short-term, unanticipated emergency situation including medical leave.</p> <p>Non-nursing masters degree exception. Each school of professional nursing may apply for one non-nursing masters degree exception for a person who has all the following: a bachelor's degree in nursing; a graduate degree related to the topic of the course the person is teaching; nursing experience in the area of teaching assignment; and a unique combination of knowledge, experience, and skills that will best serve the school of nursing in a specific content area.</p>		<ol style="list-style-type: none"> <li>3. The individual has a degree in a field that directly relates to the course he or she will be teaching.</li> <li>4. A least 80% of the school's undergraduate nursing faculty holds a master's degree in nursing.</li> </ol> <p>Variations for faculty without a graduate degree will be granted based on the following:</p> <ol style="list-style-type: none"> <li>1. The faculty member is within one year of completion of the master's in nursing or the faculty member has completed a master's in another area or is enrolled in a doctoral degree in nursing program and has completed all coursework, except for a dissertation/final project.</li> <li>2. The faculty member is continuously enrolled in the graduate degree in nursing program.</li> <li>3. A plan exists for the timely completion of the graduate degree in nursing program</li> <li>4. At least 80% of the school's undergraduate nursing faculty holds a master's degree in nursing.</li> </ol> <p>A school that has received a variance must notify the Board of any changes related to that faculty member, including notification that the faculty member has received the graduate degree.</p>			
<b>Student Standards</b>		Students shall participate in program planning, implementation, evaluation and	Permanent student records that summarize admissions, credentials, grades and other	Programs shall provide for the development, implementation and communication of the	<i>Requirements for admission, progression and graduation shall be established and shall be</i>	Students must participate in program planning, implementation, evaluation and

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		<p>continuous improvement.</p> <p>The program shall provide students the opportunity to acquire and demonstrate the knowledge, skills and abilities required for safe and effective nursing practice, in theory and clinical experience, through faculty supervision.</p> <p>The program shall hold students accountable for professional behavior, including honesty and integrity, while in their program of study.</p> <p>All policies relevant to applicants and students shall be readily available in writing.</p> <p>Students shall meet health standards and criminal background check requirements.</p>	<p>records of performance shall be maintained by the program.</p>	<p>following student policies:</p> <ol style="list-style-type: none"> <li>1. Admission/enrollment (Licensure if applicable)</li> <li>2. Transfer or readmission</li> <li>3. Withdrawal</li> <li>4. Progression</li> <li>5. Grading system</li> <li>6. Suspension or dismissal</li> <li>7. Graduation</li> <li>8. Health</li> <li>9. Counseling</li> <li>10. Grievance Procedure</li> </ol> <p>Information about the program and controlling institution shall be published at least every two years:</p> <ol style="list-style-type: none"> <li>1. Philosophy/mission</li> <li>2. General description of program</li> <li>3. Curriculum plan</li> <li>4. Course descriptions</li> <li>5. Resources</li> <li>6. Faculty</li> <li>7. Tuition, fees and refunds</li> <li>8. Ethical practices, including recruitment &amp; advertising.</li> <li>9. Official dates.</li> </ol> <p>Policies for student and graduate records maintenance:</p> <ul style="list-style-type: none"> <li>• Final transcript shall include: <ol style="list-style-type: none"> <li>1. Legal name of student</li> <li>2. Dates of admission</li> <li>3. Completion of program &amp; graduation</li> <li>4. Courses accepted for transfer</li> <li>5. Evidence of authenticity.</li> <li>6. The final official transcript shall be maintained permanently.</li> </ol> </li> <li>• Summative performance statement shall relate the performance of the student at the time of graduation to the</li> </ul>	<p><i>made known and available in written form to prospective and current students.</i></p> <p><i>A system for permanent maintenance of records shall be established and shall include all of the following:</i></p> <ol style="list-style-type: none"> <li>1. <i>Course outlines.</i></li> <li>2. <i>Minutes of faculty and committee meetings.</i></li> <li>3. <i>Student files, which shall be maintained in the nursing offices for each student.</i></li> <li>4. <i>Student and graduate transcripts, which shall be retained for each student and graduate by the sponsoring agency in perpetuity and which shall evidence achievement and when accomplished, program completion.</i></li> </ol>	<p>continuous improvement.</p> <p>Ensure students:</p> <ol style="list-style-type: none"> <li>1. Have learning activities with faculty oversight to acquire and demonstrate competence in clinical settings with patients across the life span and with patients throughout the whole wellness, acute and chronic illness continuum;</li> <li>2. Have diverse learning activities including clinical simulations to acquire and demonstrate competence. The faculty must have oversight over the learning activities.</li> <li>3. Provide input into the development, implementation and evaluation of the program.</li> </ol>

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				<p>program outcomes and shall be maintained for three years.</p> <p>The program shall initiate criminal history and child and dependent adult abuse record checks of students and prospective students to ensure a student's ability to complete the clinical education component of the program.</p> <p>The program shall:</p> <ol style="list-style-type: none"> <li>1. Notify all students and prospective students of the program's written policy and procedure concerning criminal history and child and dependent adult abuse record checks.</li> <li>2. Conduct record checks on all students: <ol style="list-style-type: none"> <li>a. Applying to program</li> <li>b. Returning to the clinical education component of the nursing program. Time frames between record checks may be determined by the program.</li> <li>c. Anytime during the student's enrollment in the nursing program pursuant to the program's policy and procedure.</li> </ol> </li> <li>3. Request that the dept. of public safety perform a criminal history check and that the dept. of human services perform child and dependent adult abuse record checks.</li> <li>4. Follow the guidelines and standards set forth by the dept. of human services in conducting record checks and</li> </ol>		

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				in determining a student's ability to complete the clinical education component of a nursing program based on the record checks.		
<b>Evaluation Standards</b>	The school of nursing shall implement a comprehensive, systematic plan for ongoing evaluation. Evidence of implementation shall reflect progress toward or achievement of program outcomes.	The nursing program shall implement a comprehensive, systematic plan for ongoing evaluation that is based on program outcomes and incorporates continuous improvement.		A written plan shall outline the evaluation process for all aspects of the program and shall identify the methodology, tools, responsible parties and time frame. Evidence of implementation shall reflect achievement of program outcomes.		The nursing program must perform periodic comprehensive self-evaluation for quality improvement.
<b>Preceptorship</b>	<p>Preceptors shall be approved by the faculty of the school of nursing.</p> <p>The school of nursing shall provide each preceptor with an orientation concerning the roles and responsibilities of the students, faculty and preceptors. The preceptor shall have clearly documented roles and responsibilities.</p> <p>Clinical preceptors shall have an unencumbered license or privilege to practice in Wisconsin as a nurse at or above the licensure level for which the student is being prepared.</p> <p>Preceptors shall demonstrate competencies related to the area of assigned clinical teaching responsibilities.</p>	<p>Clinical preceptors shall demonstrate competencies related to the area of assigned clinical teaching responsibilities and will serve as role models and educators for students.</p> <p>Clinical preceptors may be used to enhance faculty-directed clinical experiences.</p> <p>Clinical preceptors shall have an unencumbered license to practice as a nurse at or above the level for which the student is being prepared, in the jurisdiction where they are precepting students.</p>	<p>A program of licensed professional nursing that uses the personnel of a clinical facility as preceptors to instruct the clinical experience must:</p> <ol style="list-style-type: none"> <li>1. Require each preceptor to have demonstrated competencies with patient populations to which the student is assigned.</li> <li>2. Require each preceptor to be approved by the faculty of the program of nursing.</li> <li>3. Require the faculty of the program to provide to each preceptor an orientation concerning the roles and responsibilities of students, faculty and preceptors.</li> <li>4. Require the faculty of the program to develop written competencies/outcomes and provide a copy of these to each preceptor before the preceptor begins instruction of the students.</li> <li>5. Designate a member of the faculty to serve as a liaison between the preceptor and each student who participates in the clinical experience.</li> </ol>	<p>A preceptor shall be selected by the nursing program in collaboration with a clinical facility to provide supportive learning experiences consistent with program outcomes.</p> <p>The qualifications of a preceptor shall be appropriate to support the philosophy/mission and outcomes of the program:</p> <ul style="list-style-type: none"> <li>o The preceptor shall be employed by or maintain a current written agreement with the clinical facility in which a preceptorship experiences occurs.</li> <li>o The preceptor shall be currently licensed as a registered nurse or licensed practical nurse according to the laws of the state in which the preceptor practices.</li> <li>o The preceptor shall function according to written policies for selection, evaluation and reappointment developed by the program. Written qualifications shall address educational preparation, experience and clinical</li> </ul>	<p>A program that uses the personnel of a clinical facility as preceptors to facilitate the faculty directed clinical experience of students shall meet all of the following requirements:</p> <ol style="list-style-type: none"> <li>1. Each preceptor shall be approved by the faculty of the program of nursing education.</li> <li>2. Each preceptor shall meet either of the following education and experience requirements: <ol style="list-style-type: none"> <li>a. Be educated at the same or higher level as the academic program in which the student is enrolled, have demonstrated competencies that are appropriate for the student's learning experience and have a minimum 1 year of clinical nursing experience.</li> <li>b. Have an associate's degree, diploma, or certificate in nursing and possess a minimum of 5 years of</li> </ol> </li> </ol>	

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			<p>6. Require that each preceptor be present in the clinical facility or at the location of point of care and available to the students at all times when the student provides nursing care or services to patients/clients.</p> <p>7. Require that each preceptor have a current registered professional nurse license in the state where the student is practicing.</p>	<p>competence.</p> <ul style="list-style-type: none"> <li>o The program shall be responsible for informing the preceptor of the responsibilities of the preceptor, faculty and students. The program shall retain ultimate responsibility for student learning and evaluation.</li> </ul> <p>The program shall inform the board of preceptorship learning experiences.</p> <ul style="list-style-type: none"> <li>o Written preceptorship agreements shall be reviewed annually by the program.</li> <li>o The board may conduct a site visit to settings in which preceptorship experiences occur.</li> <li>o The rationale for the ratio of students to preceptors shall be documented by the program.</li> </ul> <p>An individual who is not a registered nurse or a licensed practical nurse may serve as a preceptor when appropriate to the philosophy/mission and outcomes of the program.</p>	<p>clinical nursing experience in a specialty area.</p> <ol style="list-style-type: none"> <li>3. Each preceptor shall hold an unencumbered license in the state where the clinical experience occurs.</li> <li>4. The faculty of the program of nursing education shall provide to each preceptor an orientation concerning the roles and responsibilities of students, faculty members, and preceptors, including the party responsible for delegation and how delegation will occur.</li> <li>5. Before the preceptor begins instruction of the students, the faculty of the program of nursing shall develop written outcomes and provide a copy of those outcomes to each preceptor.</li> <li>6. The faculty member shall retain delegating authority and responsibility for the student's learning experiences and shall confer routinely and periodically with the preceptor and student to monitor and evaluate the learning experiences.</li> <li>7. If the faculty member is not physically present in the area in which students are practicing, he or she shall be immediately available by telephone or other means of telecommunication when students are engaged in clinical activities with a preceptor.</li> <li>8. Preceptors shall not be used to replace clinical faculty in</li> </ol>	

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
					<p>prelicensure certificate, associate or baccalaureate degree nursing programs.</p> <p>9. A preceptor shall supervise not more than 1 student during any 1 scheduled work time or shift.</p> <p>This rule does not apply to staff nurses used by faculty intermittently during clinical experiences.</p>	
<p><b>Out of State Programs Clinical Placement</b></p>			<p>Out of State Programs Seeking Student Nurse clinical Placement in Illinois</p> <ol style="list-style-type: none"> <li>1. Out of state nursing education programs offering clinical experiences in Illinois are expected to maintain the standards for approved nursing education programs set forth in this rule.</li> <li>2. Programs desiring to seek approval for student nurse clinical placement in Illinois shall submit the following documents: <ol style="list-style-type: none"> <li>a. Evidence of approval/accreditation by the Board of Nursing or other appropriate approval bodies in the state in which the institution is located.</li> <li>b. A letter requesting approval to provide the clinical offering that indicates the timeframe during which the clinical experience will be conducted, the clinical agencies and the clinical units to be utilized.</li> <li>c. A course syllabus for the clinical experiences to be</li> </ol> </li> </ol>			

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
			<p>offered that specifies the related objectives of the offering.</p> <ul style="list-style-type: none"> <li>d. A copy of the executed contractual agreement between the academic institution and the clinical facility.</li> <li>e. A faculty qualification and/or preceptor form for individuals providing instruction in Illinois.</li> </ul> <p>3. Faculty</p> <ul style="list-style-type: none"> <li>a. The institution responsible for conducting the nursing program and the administrator of nursing education program shall be responsible for ensuring that the individual faculty members are academically and professionally qualified.</li> <li>b. Nurse faculty of a practical nursing program shall have: <ul style="list-style-type: none"> <li>1) At least 2 years experience in clinical nursing practice</li> <li>2) A baccalaureate degree or higher with a major in nursing.</li> </ul> </li> <li>c. The faculty shall be currently licensed as registered professional nurses in Illinois.</li> <li>d. Clinical experiences must be under direct supervision of qualified faculty or with a registered nurse preceptor. The nurse preceptor shall be</li> </ul>			

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
			<p>approved by the parent institution and shall work under the direction of a nurse faculty member.</p> <p>e. The ratio of students to faculty in the clinical area shall be appropriate to the clinical learning experience.</p> <ol style="list-style-type: none"> <li>1) When under direct supervision of the faculty, the ratio shall not exceed 10 to 1.</li> <li>2) When a registered nurse preceptor is used, the ratio of students to faculty member shall not exceed 12 to 1.</li> </ol> <p>4. Approval for clinical offerings by out of state nursing programs shall be approved for a period of 2 years. A program representative may request renewal of the approval every 2 years. In order to renew, the program shall submit a written report that provides updated and current data as required by this subsection.</p> <p>5. A written report of current clinical offerings and current data shall be submitted to the Division annually. Faculty qualification and preceptor forms shall be submitted when instructors are added or changed.</p> <p>6. Failure to comply with the requirements set forth shall result in the immediate withdrawal of approval of the clinical experience</p>			

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
<p><b>Exemptions for Innovative Approach</b></p>		<p><b>Innovative Approach</b>  A nursing education program may apply to implement an innovative approach by complying with the provisions of this section. Nursing education programs approved to implement innovative approaches shall continue to provide quality nursing education that prepares graduates to practice safely, competently and ethically within the scope of practice as defined in the Nurse Practice Act.</p> <p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>○ Foster innovative models of nursing education to address the changing needs in health care.</li> <li>○ Assure that innovative approaches are conducted in a manner consistent with the board’s role of protecting the public.</li> <li>○ Ensure that innovative approaches conform to the quality outcome standards and core education criteria established by the board.</li> </ul> <p><b>Eligibility:</b></p> <ul style="list-style-type: none"> <li>○ Hold full board approval without conditions.</li> <li>○ Have no substantiated complaints in the past 2 years.</li> <li>○ Have no rule violations in the past 2 years.</li> </ul> <p><b>Application:</b>  The following information (no longer than &lt; &gt; pages with a 1 page executive summary) shall be provided to the BON at least</p>	<p>offering.</p>			<p><b>Innovative Approach</b>  The purpose of applying for exemption from certain rules:</p> <ul style="list-style-type: none"> <li>○ Foster innovative models of nursing education to address the changing needs in health care.</li> <li>○ Ensure that innovative approaches are conducted in a manner consistent with the board’s role of protecting the public.</li> <li>○ Ensure that innovative approaches conform to the quality outcome standards and core education criteria established by the board.</li> </ul> <p><b>Eligibility:</b></p> <ul style="list-style-type: none"> <li>○ Hold full board approval without conditions.</li> <li>○ Have no substantiated complaints in the past 2 years.</li> <li>○ Have no rule violations in the past 2 years.</li> </ul> <p><b>Application:</b></p> <ol style="list-style-type: none"> <li>1. Information must be provided to the board at least 30 calendar days prior to a board meeting.</li> <li>2. Identifying information, including name of nursing program, address, responsible party and contact information.</li> <li>3. Brief description of het current program, including accreditation and board approval status.</li> <li>4. Length of time for which the exemption is requested.</li> <li>5. Description of the innovative approach,</li> </ol>

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
		<p data-bbox="674 139 1029 191">&lt; &gt; days prior to a BON meeting.</p> <ol data-bbox="674 199 1029 1446" style="list-style-type: none"> <li>1. Identifying information (name of nursing program, address, responsible party and contact information).</li> <li>2. Brief description of the current program, including accreditation and BON approval status.</li> <li>3. Length of time for which the exemption is requested.</li> <li>4. Description of the innovative approach, including objectives.</li> <li>5. Brief explanation of why the program wants to implement an innovative approach at this time.</li> <li>6. Rationale with available evidence supporting the innovative approach.</li> <li>7. Identification of resources that support the proposed innovative approach.</li> <li>8. Expected impact the innovative approach will have on the program, including administration, students, faculty and other program resources.</li> <li>9. Plan for implementation, including timeline and the impact on current students.</li> <li>10. Plan for evaluation of the proposed innovation, including measurable criteria and outcomes, method of evaluation and frequency of evaluation.</li> <li>11. Additional application information as requested by the BON.</li> </ol> <p data-bbox="674 1479 930 1505">Standards for approval:</p>				<p data-bbox="2222 139 2577 165">including objectives.</p> <ol data-bbox="2222 173 2577 1141" style="list-style-type: none"> <li>6. Brief explanation of why the program wants to implement an innovative approach at this time.</li> <li>7. Explanation of how the proposed innovation differs from approaches in the current program</li> <li>8. Rationale with available evidence supporting the innovative approach.</li> <li>9. Identification of resources that support the proposed innovative approach.</li> <li>10. Expected impact the innovative approach will have on the program, including administration, students, faculty and other program resources.</li> <li>11. Plan for implementation, including timeline and the impact on current students.</li> <li>12. Plan for evaluation of the proposed innovation, including measurable criteria and outcomes, method of evaluation and frequency of evaluation.</li> <li>13. Additional application information as requested by the board.</li> </ol> <p data-bbox="2222 1174 2475 1200">Standards for approval:</p> <ol data-bbox="2222 1208 2577 1505" style="list-style-type: none"> <li>1. Eligible and met application criteria.</li> <li>2. The innovative approach will not compromise the quality of education or safe practice of students.</li> <li>3. Resources are sufficient to support the innovative approach.</li> <li>4. Rationale with available</li> </ol>

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
		<ol style="list-style-type: none"> <li>1. Eligible and met application criteria.</li> <li>2. The innovative approach will not compromise the quality of education or safe practice of students.</li> <li>3. Resources are sufficient to support the innovative approach.</li> <li>4. Rationale with available evidence supports the implementation of the innovative approach.</li> <li>5. Implementation plan is reasonable to achieve the desired outcomes of the innovative approach.</li> <li>6. The timeline provides for a sufficient period to implement and evaluate the innovative approach.</li> <li>7. The plan for periodic evaluation is comprehensive and supported by appropriate methodology.</li> </ol> <p>Review of Application and BON Action</p> <ol style="list-style-type: none"> <li>1. Annually the BON may establish the number of innovative approach applications it will accept, based on available BON resources.</li> <li>2. The BON shall evaluate all applications to determine if they meet the eligibility criteria and the standards.</li> <li>3. The BON shall inform the education program of the approval process timeline with &lt; &gt; days of the receipt of the application.</li> <li>4. If the application meets the standards, the BON may:</li> </ol>				<p>evidence supports the implementation of the innovative approach.</p> <ol style="list-style-type: none"> <li>5. The implementation plan is reasonable to achieve the desired outcomes of the innovative approach.</li> <li>6. The timeline provides for a sufficient period to implement and evaluate the innovative approach.</li> <li>7. The plan for periodic evaluation is comprehensive and supported by appropriate methodology.</li> </ol>

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
		<ul style="list-style-type: none"> <li>a. Approve the application or</li> <li>b. Approve the application with modifications as agreed between the BON and the nursing education program.</li> </ul> <p>5. If the submitted application does not meet the criteria and standards, the BON may deny approval or request addition information.</p> <p>6. The Bon may rescind the approval or require the program to make modifications if:</p> <ul style="list-style-type: none"> <li>a. The BON receives substantiated evidence indicating adverse impact or</li> <li>b. The nursing program fails to implement the innovative approach as presented and approved.</li> </ul> <p>Periodic Evaluation</p> <ul style="list-style-type: none"> <li>1. The education program shall submit progress reports conforming to the evaluation plan annually or as requested by the BON.</li> <li>2. The final evaluation report shall conform to the evaluation plan, detailing and analyzing the outcomes data.</li> <li>3. If any report indicates that students were adversely impacted by the innovation, the nursing program shall provide documentation of corrective measures and their effectiveness.</li> <li>4. Nursing education program maintains eligibility criteria.</li> </ul>				

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
		<p>Requesting Continuation of Innovative Approach</p> <ol style="list-style-type: none"> <li>1. If the innovative approach has achieved the desired outcomes and the final evaluation has been submitted, the program may request that the innovative approach be continued.</li> <li>2. Request for the innovative approach to become an ongoing part of the education program must be submitted &lt; &gt; days prior to a regularly scheduled BON meeting.</li> <li>3. The Bon may grant the request to continue approval if the innovative approach has achieved desired outcomes, has not compromised public protection and is consistent with core nursing education criteria.</li> </ol>				
<b>NCLEX</b>	<p>The school of nursing NCLEX pass rate includes all programs or tracks in the school of nursing. The board shall consider both the registered nurse NCLEX and practical nurse NCLEX pass rates when evaluating a school of professional nursing that grants a certificate of completion for practical nursing.</p> <p>The NCLEX pass rate standard is met by one of the following:</p> <ol style="list-style-type: none"> <li>1. The annual NCLEX pass rate of graduates taking the NXLES for the first time is a minimum of 80%.</li> <li>2. The annual NCLEX pass rate o all graduates taking the NCLEX, including those who repeated the test, is a minimum</li> </ol>	<p>The BON shall review and analyze various sources of information regarding program performance, including:</p> <p>Other source of evidence regarding achievement of program outcomes:</p> <ol style="list-style-type: none"> <li>5. NCLEX pass rates which are at least &lt; &gt;% for one year of graduates taking the examination for the first time.</li> <li>6. Trend data/action planning related to NCLEX performance.</li> </ol>	<p>A pass rate of 75% of first time examinees will be required for a school to remain in good standing.</p> <ul style="list-style-type: none"> <li>• A nursing program having an annual pass rate of less than 75% of first time examinees for one year will receive a written warning of noncompliance from the Division.</li> <li>• A nursing education program having an annual pass rate of less than 75% for 2 consecutive years will receive a site visit for evaluation and recommendation by the Division and will be placed on probation for program revision.</li> </ul> <p>The nursing education program</p>	<p>The program shall notify the board when the program or district NCLEX is lower than 95 percent of the national passing percentage for two consecutive calendar years. The NCLEX passing percentage shall be based on all 1<sup>st</sup> time applicants for RN or PN licensure in any jurisdiction who take the exam within 6 months of graduation. Upon notification by the program, the board shall implement the following process:</p> <ol style="list-style-type: none"> <li>1. The program shall submit to the board within 6 months an institutional plan for assessment and improvement of NCLEX results, including outcomes and time lines. The plan shall address</li> </ol>		<p>The nursing program must maintain minimum standard of the licensure examination of greater than 75% for candidates from the program who, during any January 1 through December 31 period, wrote the licensing examination for the first time.</p> <p>If the success rates are 75% or less for candidates from the program who, during any calendar year, wrote the licensing examination for the first time, the board must take one of the following actions and publish the actions, including a report to the accrediting agency:</p> <ol style="list-style-type: none"> <li>1. Require a plan of corrective action: If success rates are 75% or less for one calendar year, the board shall require</li> </ol>

Topic	Wisconsin	NCSBN Model Rule	Illinois	Iowa	Michigan	Minnesota
	<p>of 80%. The school shall submit an explanation or analysis documentation and the school's plan to meet the pass rate of those who take the NCLEX for the first time. The plan does not require board approval.</p> <p>If the NCLEX pass rate standard is not met, the school of nursing shall receive a warning letter. The school shall identify factors that are potentially affecting the low NCLEX pass rate and submit an institutional plan for assessment and improvement of NCLEX results including outcomes and timeframes which shall be approved by the Board no later than July 1. The plan shall address administration, faculty, students, curriculum, resources and policies.</p> <p>The school of nursing shall submit annual progress reports to the Board including the outcomes of the institutional approved plan as long as the NCLEX pass rate standard is not met.</p>		<p>will have 2 years to demonstrate evidence of implementing strategies to correct</p> <p>If, 2 years after implementing the strategies to correct deficiencies in the program, the annual pass rate is less than 75%, the program will be reevaluated. The program will be allowed to continue to operate on a probationary status or will be disapproved and removed from the list of approved programs.</p>	<p>administration, faculty, students, curriculum, resources, policies and the nursing advisory committee.</p> <ol style="list-style-type: none"> <li>2. The program shall submit annual progress reports to the board as long as the NCLEX passing percentage remains below 95 % of the national passing percentage.</li> <li>3. The program shall provide a brief description including outcomes of all institutional plans submitted to the board in the nursing education program report during the reapproval process, if applicable.</li> </ol>		<p>the director to identify factors that are potentially affecting the low success rate on the licensure examination. The director shall submit a plan of corrective action by a specified date. The plan of action must be on a board-supplied form and include the signature of the director and another institutional administrative academic representative. If in the following year the success rate is above 75%, no action by the board is required.</p> <ol style="list-style-type: none"> <li>2. Survey for corrective action: If success rates are 75% or less for any two consecutive calendar years, the board shall notify the director of an on-site survey to identify additional factors affecting the low success rate and review progress on the plan for corrective action submitted the previous year. The survey must include the director, faculty, students and an institutional administrative academic representative of the institution. The director shall submit a revised plan of corrective action by a specified date. The plan of corrective action must be on a board-supplied form and include the signature of the director and another institutional administrative academic representative. If in the following year the success rate is above 75%, no action is required by the board.</li> <li>3. Survey for compliance with</li> </ol>

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						<p>board rules: If success rates are 75% or less for any three consecutive calendar years, the board shall require the director and another institutional administrative academic representative to meet with a committee of board members and board staff for an on-site survey for compliance with all applicable rules and for the implementation of the plan for corrective action submitted the previous year. <i>(NOTE: see section on withdrawal of approval regarding action after compliance survey)</i></p>

## **Authority**

### **Nursing Accreditation**

1. A nursing education program must be located in a postsecondary educational institution with approval from either the Washington state student achievement council or state board of technical and community colleges to grant the appropriate degree or certificate.
2. A nursing education program must be located in an institution accredited by a U.S. Dept. of Education approved regional accrediting body or national institutional accrediting body.
3. All nursing education programs having received full approval before the effective date of this rule must become accredited or achieve candidacy status granted by a national nursing education accrediting body recognized by the U.S. Dept. of Education on or before January 1, 2020.
4. New nursing education programs must obtain national nursing education accreditation within 4 years of receiving full commission approval.
5. The commission may take action against a nursing education program that does not maintain national nursing education accreditation status.

Accreditation documentations and reports.

1. The nursing education program shall submit to the commission a copy of any self-study submitted to the national nursing education accrediting body at the time the report is sent to the national nursing education accrediting body.
2. The nursing education program shall submit to the commission within thirty days of receiving any report or accreditation letter from the national nursing education accreditation body to including: Continuous improvement progress reports, substantive change notification and accreditation action letters, site visit reports and program response letters, final site visit report and letter.
3. The nursing education program shall submit notice of any change in program or institution accreditation status with the commission within thirty days of receipt of notice from the national accreditation body.
4. Failure to submit notice of accreditation survey results within thirty days may result in a site visit or other sanctions.
5. If the nursing program is accredited for less than maximum accreditation, the program must provide the commission with a copy of the report and a plan of correction for the items of noncompliance within thirty days of receipt from the accreditation body. The commission may require an additional report regarding noncompliance, or may conduct a site visit.

### **1<sup>st</sup> Step**

New nursing education programs must submit a commission approved application for approval to operate a new undergraduate, post-licensure, or graduate nursing education program.

The institution shall submit an application and feasibility study including:

1. Studies documenting the current and future supply and demand needs for nurses in the area of the proposed nursing education program.
2. Purposes and classification of the proposed nursing education program.
3. Availability of qualified candidates for the nurse administrator and faculty positions.
4. Budgeted nurse administrator and faculty positions over the course of 5 years.
5. Source and description of adequate and acceptable clinical or practice facilities for the nursing education program.
6. Description of adequate and acceptable academic facilities for the program.
7. Potential effect on other nursing programs within a 60 mile radius of the proposed nursing education program location.
8. Evidence of financial resources adequate and acceptable for the planning, implementation, and continuation of the nursing education program for the next 5 years.
9. Anticipated student population.
10. Tentative time schedule for planning and initiating the program.
11. Accreditation status of the parent institution.

Only after receiving commission approval for nursing education program development the institution shall:

1. Appoint a qualified nurse administrator.
2. Provide appropriate resources, consultants, and faculty to develop the proposed nursing education program.

## **2<sup>nd</sup> Step**

At least 3 months prior to advertising and admitting students, submit the proposed program plan including the following:

1. Program purpose and outcomes.
2. Organization and administration within the educational institution and within the nursing unit or department including the nurse administrator, faculty and nursing support staff.
3. Resources, facilities and services for students and faculty.
4. Policies and procedures.
5. A plan for hiring and retaining faculty, including qualifications, responsibilities, organizational structure and faculty/student ratio in classroom, clinical and practice experiences.
6. Curriculum, including course descriptions, course outcomes and course topical outlines.
7. Initial year and 5 year sustaining budget.
8. Projected plans for the orderly expansion and ongoing evaluation of the program.
9. If required arrange for a site visit by a representative of the commission before a decision regarding initial approval is made.

The nursing education program may only admit students if it has received initial approval by the commission.

The nursing education program shall submit progress reports as requested by the commission.

Site visits shall be scheduled as deemed necessary by the commission during the period of initial approval.

A site survey, conducted by the commission, will determine whether graduates may test for the NCLEX or graduate certification exams for advanced registered nurse practice.

## **Approval**

A self-evaluation report of compliance with the standards for nursing education shall be submitted to the nursing commission within 6 months following graduation of the first class.

The commission may conduct a site visit to determine full approval of the nursing education program.

The commission will review the self-evaluation report, survey reports and program outcome data in order to grant or deny full approval of the nursing education program.

## **Provisional Approval**

### **Approval of Out of State Schools of Nursing**

### **Continued Approval**

1. Nursing education programs meeting the requirements may be approved by the commission for a maximum of ten years.
2. The commission may grant approval for a continuing period, not to exceed ten years, to nursing education programs with maximum continuing national accreditation.
3. To ensure continuing compliance with nursing education standards, nursing education programs may be required to participate in self-studies, self-evaluations and commission site visits at various times in the approval cycle depending on program outcomes and complaints received by the commission and as deemed necessary by the commission.
4. The commission may accept accreditation by a commission recognized national nursing education accreditation body approved by the U.S. Dept. of Education as evidence of compliance with the standards of nursing education programs.

### **Withdrawal of Full Approval**

1. When a matter directly concerning a nursing education program is being considered by the commission, any commission member associated with the program shall not participate in the deliberation or decision-making action of the commission.
2. The commission shall evaluate each program in terms of its conformance to the nursing education standards in this chapter.
3. Within thirty days of the commission's decision, the commission shall give written notice to the educational institution regarding its decision on the nursing education program's approval status, including the nurse administrator, the president and provost or vice-president of instruction.

4. The commission shall grant continuing full approval to a nursing education program meeting the requirements of the law and this chapter. Full approval may carry recommendations for improvement and for correcting deficiencies.
5. If the commission determines an approved nursing education program is not maintaining the education standards required for approval, the commission shall give written notice specifying the deficiencies and shall designate the period of time in which the deficiencies must be corrected.
6. The commission may require the program to submit a plan of correction, or the commission may issue a directed plan of correction.
7. The commission may limit student numbers or deny admission of new students if the program has insufficient resources, including faculty or program administration.
8. The commission may withdraw program approval if the program fails to correct the deficiencies within the specified period of time.
9. The commission may summarily suspend approval of a program if circumstances constituting an immediate threat to public safety are present.

The commission may deny full approval to new or existing nursing education programs if it determines a nursing education program fails substantially to meet the standards for nursing education.

1. The commission may issue a statement of deficiencies and request a plan of correction or directed plan of correction requiring compliance within a designated time period.
2. The commission may grant conditional approval to a nursing education program failing to meet the minimum standards contained in the law and this chapter.
  - a. Conditions must be met within a designated time period and shall be specified in writing.
  - b. A conditionally approved program shall be reviewed at the end of the designated time period. The review will result in one of the following actions:
    - (1) Restoration of full approval to existing programs.
    - (2) Issuance of full approval to a new program.
    - (3) Continuation of conditional approval.
    - (4) Issuance of intent to withdraw approval.

The following situations may be cause for review, investigation, and a site visit by the commission to determine if the minimum standards for education nursing programs are being met:

- a. Complaints relating to violations.
- b. Denial, withdrawal, or change of program accreditation status by a commission-recognized national nursing accreditation agency or general academic accreditation agency.
- c. Failure to obtain commission approval of changes requiring commission approval.
- d. Providing false or misleading information to students or the public concerning the nursing program;
- e. Violation of the rules or policies of the commission.
- f. Inability to secure or retain a qualified nurse administrator.
- g. Inability to secure or retain faculty resulting in substandard supervision and teaching of students.
- h. Noncompliance with the program's stated purpose, objectives, policies, and curriculum resulting in unsatisfactory student achievement or negative program outcomes.
- i. Failure to provide clinical or practice experiences necessary to meet the objectives of the nursing program;
- j. Faculty student ratio in direct patient care is greater than 1:10 in prelicensure programs or 1:6 in nursing education programs preparing nurses for advanced registered nurse practitioner licensure.
- k. Failure to maintain an average national council licensing examination (NCLEX) annual passing rate or average advanced practice certification annual passing rate of eighty percent.

The commission may withdraw approval from existing nursing education programs if it determines that a nursing education program fails to meet substantially the standards for nursing education.

All these actions shall be taken in accordance with the Administrative Procedure Act and any applicable rules of the commission.

The commission may consider reinstatement of withdrawn approval of a nursing education program after one year and upon submission of satisfactory evidence that the program will meet the standards of nursing education. The commission may conduct a site visit to verify the evidence provided by the nursing education program.

### **Changes Requiring Notification or Approval**

Any proposed substantive nursing education program change must be presented to the commission for approval at least three months prior to implementation.

1. Substantive changes include the following:
  - a. Changes in legal status, control, ownership, or resources of the institution.
  - b. Faculty numbers below the required staff for clinical or clinical simulation sections.
  - c. Changes in faculty composition when their expertise or experiences are not adequate to teach those areas of nursing.
  - d. Changes in the number of students admitted requiring one or more additional clinical or practice groups, or changing the required faculty to student ratios of 1:10 for prelicensure programs and 1:6 for nursing education programs preparing students for advanced practice registered nurse licensure.
  - e. Major curriculum revision or changes in the length of the program. Major curriculum revisions include:
    - (1) Changes in curricular delivery method.
    - (2) Changes in nursing model or conceptual framework.
    - (3) Changes in curriculum meaning or direction of the curriculum such as philosophy, program goals, program terminal objectives, course objectives and descriptions.
    - (4) Changes in total program credits.
    - (5) Addition or deletion of a satellite or extended campus.
2. The following changes do not require commission approval:
  - a. Movement of content from one course to another.
  - b. Formatting changes in syllabi.
3. The nurse administrator of the program shall submit the following when requesting approval for substantive changes:
  - a. A letter explaining the substantive change request.
  - b. The rationale for the proposed change and anticipated effect on the program including faculty workload, students, resources, clinical or practice experiences, and facilities.
  - c. A summary or grid that explains the difference between the current practice and proposed change;
  - d. A timeline for implementation of the change.
  - e. The methods of evaluation to be used to determine the effect of the change.

### **Annual Reports**

The program shall submit annual reports on forms provided by the commission and on the date specified.

### **Board Evaluation**

Programs not nationally accredited by a commission-recognized national nursing accreditation body are subject to a site visit made by representative(s) of the commission on dates mutually agreeable to the commission and the nursing education program.

1. Prior to the site visit, a nursing education program shall submit a self-evaluation report at least thirty days before the visit providing evidence of compliance with the standards of nursing education.
2. Prior to commission consideration, a draft of the commission site visit report will be made available to the school for review for corrections in statistical data.
3. Following the commission's review and decision, the commission will send the program nurse administrator, the president and vice-president of instruction or provost written notification regarding approval of the program.

### **Closure of Program**

#### **Voluntary Closure**

1. When a governing institution decides to close a nursing education program it shall immediately notify the commission in writing, stating the reason, plan, and date of intended closing. The governing institution may choose one of the following closing procedures:
  - a. The nursing education program may continue until the last class enrolled is graduated if:
  - b. The nursing education program continues to meet the standards for approval until all of the enrolled students have graduated.
  - c. The date of closure is the date on the degree, diploma, or certificate of the last graduate.
  - d. The governing institution notifies the commission in writing of the closing date.
2. The program may close after assisting in the transfer of students to other approved programs if:
  - a. The program continues to meet the standards required for approval until all students are transferred.

- b. The governing institution submits to the commission a list of the names of students who have been transferred to approved programs and the date on which the last student was transferred.
- c. The date on which the last student was transferred shall be the closing date of the program.

**Closing as a Result of Withdrawal of Approval**

1. When the commission withdraws approval of a nursing education program, the governing institution shall comply with the following procedures:
  - a. Students of the nursing education program shall be notified in writing of their status and options for transfer to an approved program.
  - b. The nursing education program shall close after assisting in the transfer of students to other approved programs. The commission must establish a period for the transfer process.
  - c. The governing institution shall submit to the commission a list of the names of students who have transferred to approved programs and the date on which the last student was transferred.

Nursing education programs, regardless of type of closure, shall submit to the commission a plan for the secure storage and access to academic records and transcripts at the time of the decision to close the program.

**Organization and Admin Standards**

1. The nursing education program must be an integral part of the accredited parent institution.
2. The relationship of the nursing education program to the parent institution and other units within the parent institution must be clearly delineated and included in an organizational chart, which indicates lines of responsibility and authority.
3. The parent institution shall provide financial support and resources needed to operate a professional nursing education program, which meets the requirements of this chapter and fosters achievement of program goals and expected outcomes.
4. The financial resources must support adequate educational facilities, equipment, technology, and qualified administrative and instructional personnel sufficient to achieve program goals and outcomes.
5. The nursing education program shall involve nursing faculty in determining academic policies and procedures.
6. The nursing education program shall provide opportunity for student participation in the development and evaluation of program policies and procedures, curriculum planning and evaluation.
7. The nursing education program shall provide accurate information to students and the public.
8. The governing entity shall employ a qualified nurse administrator with clear institutional authority and administrative responsibility for the nursing program.
9. A nursing education program shall have the fiscal, human, physical, technological, clinical and learning resources adequate to support program processes and outcomes.
10. Classrooms, laboratories, and conference rooms must be available and adequate in size, number, and type according to the number of students and the educational purposes for, which the rooms are to be used.
11. Offices must be available and adequate in size, number, and type to provide faculty with opportunity for uninterrupted work and privacy for conferences with students. Adequate space must be provided for clerical staff, records, files, and other equipment.
12. An office allowing for private consultation with students and faculty, and support for administrative responsibilities must be available to the nurse administrator.
13. Library facilities and computer access must be provided for use by the faculty and students. Physical facilities, hours, and scope and currency of learning resources must be appropriate for the purpose of the program and for the number of faculty and students.
14. The nursing education program shall conduct annual evaluations of resources, facilities, and services based on input from faculty and students. The schedule and results of these evaluations must be available to the commission upon request.
15. The nursing education program shall demonstrate adequate financial support for faculty, support personnel, equipment, technology, supplies, and services.

**Curriculum General Standards**

1. The curriculum of the nursing education program must enable the student to develop the nursing knowledge, skills, and professional identity necessary for the level, scope, and standards of competent nursing practice expected at the level of educational preparation.
2. The curriculum will be revised as necessary to maintain a program reflecting advances in health care and its delivery.

3. The curriculum, as defined by nursing education, professional and practice standards, shall include evidence-based learning experiences and methods of instruction, including distance education methods, consistent with the written curriculum plan.
4. Clinical and practice experiences must include opportunities to learn and provide care to clients from diverse ethnic and cultural backgrounds. The emphasis placed on these areas and the scope encompassed shall be in keeping with the purpose and outcomes of the program.
5. The length, organization, content, methods of instruction, and placement of courses must be consistent with the purpose and outcomes of the program.
6. All nursing programs delivering curriculum through distance learning methods must ensure that students receive curriculum comparable to in-person teaching and the clinical and practice learning experiences are evaluated by faculty through formative and summative evaluations.
7. Nursing programs shall not use external nursing examinations as the sole basis for program progression or graduation. External nursing exams for the purpose of this section, means examinations created by people or organizations outside a student's own nursing education program.
8. Competency based testing for progression in nursing programs must be based on valid and reliable tools measuring the knowledge and skills expected at an identified level of student or nursing practice.

### **Curriculum RN Standards**

The program of study for a registered nursing education program must include both didactic and clinical learning experiences and must be:

1. Effective September 1, 2017, designed so that all prerequisite nonnursing course credits and nursing credits are transferable to the bachelor's in nursing programs as identified in the statewide associate in nursing direct transfer agreement between community colleges, colleges, and universities, or the statewide associate of applied science transfer degree.
2. Designed to include instruction in the physical, biological, social and behavioral sciences. Content is required from the areas of anatomy and physiology (equivalent to two quarter credit terms with laboratory), chemistry, microbiology, pharmacology, nutrition, communication, and computations.
3. Designed to include theory and clinical experiences in the areas of medical surgical nursing and mental health nursing across the life span, teaching students to use a systematic approach to clinical decision making and preparing students to safely practice professional nursing through the promotion, prevention, rehabilitation, maintenance, restoration of health, and palliative and end of life care for individuals of all ages across the life span.
4. Designed to include nursing history, health care trends, legal and ethical issues such as professional values, substance abuse and the disciplinary process, scope of practice and commission approved scope of practice decision tree, and licensure and professional responsibility pertaining to the registered nurse role. Content may be integrated, combined, or presented as separate courses.
5. Designed to include opportunities for the student to learn assessment and analysis of client and family needs, planning, implementation, evaluation, and delegation of nursing care for diverse individuals and groups.
6. Planned, implemented, and evaluated by faculty.
7. Based on the philosophy, mission, objectives and outcomes of the program.
8. Organized logically with scope and sequence of courses demonstrating student learning progression.
9. Based on sound educational principles and standards of educational practice.
10. Designed so articulation or dual enrollment agreements between associate and bachelor's degree nursing programs or associate and master's degree nursing programs exists to facilitate higher levels of nursing education in a timely manner.
11. Designed to prepare graduates for licensure and to practice as registered nurses.
12. Designed to prepare graduates to practice as associate degree or bachelor degree nurses as identified by professional nursing organizations.
13. Designed to include AIDS education.
14. Baccalaureate and entry-level master's degree programs shall also include:
  - a. Theory and clinical experiences in community and public health nursing.
  - b. The study of research principles and application of statistics to health care practice and intervention.
  - c. The study and practice of leadership, interdisciplinary team coordination, quality assurance and improvement, care coordination and case management.
15. Registered nursing curricula shall include:

- a. Comprehensive content on: Client needs; safe practice; effective care environment; discharge planning; health promotion, prevention and maintenance; psychosocial integrity and physiological integrity.
- b. Clinical experiences in the care of persons at each stage of the human life cycle, with opportunities for the student to learn and have direct involvement in and responsibility and accountability for the provision of basic nursing care and comfort for clients with acute and chronic illnesses, pharmacological and parenteral therapies, and pain management.
- c. Opportunities for management of care, delegation, supervision, working within a health care team, and interdisciplinary care coordination.

Registered nurse to bachelor's or master's in nursing education programs must:

1. Develop curriculum to ensure the courses or content completed at the diploma or associate degree levels of nursing are not duplicated.
2. Design curriculum to ensure student sufficient exposure to content in science and liberal arts.
3. Design curriculum to allow students the exposure to apply new concepts to practice at the level of the bachelor's or entry level master's in nursing including practice experiences.
4. Design curriculum to include critical thinking, problem solving, and clinical reasoning skills at the level of preparation.
5. Design curriculum including a specific course or content directly related to role differences and effective role transition strategies at the level of preparation.
6. Design curriculum including competencies in the following areas:
  - a. The study and practice of leadership, interdisciplinary team coordination and collaboration, quality assurance and improvement, and care coordination and case management.
  - b. The study and practice of community and public health.
  - c. The theory and application of research and evidence-based practice concepts and processes.

### **Curriculum Graduate Level Standards**

Nursing education programs preparing students for licensure as advanced registered nurse practitioners shall include content culminating in a graduate degree with a concentration in advanced nursing practice.

1. The nursing education program preparing students for licensure as advanced registered nurse practitioners shall have as its primary purpose the preparation of advanced practice nurses for roles.
2. Post-master's nursing education programs preparing nurses for licensure as advanced registered nurse practitioners shall teach all competencies designated for the ARNP role including clinical practice. Post-master's students must meet the same ARNP outcome competencies as master's advanced registered nurse practitioner students.
3. The curriculum of the nursing education program preparing nurses for licensure as advanced registered nurse practitioners shall prepare the graduates to practice in one of the four ARNP roles: Certified registered nurse anesthetist, certified nurse midwife, clinical nurse specialist, or certified nurse practitioner. The curriculum must include:
  - a. Clinical and didactic course work preparing the graduate to practice in the role of the ARNP consistent with the designation being sought for licensure.
  - b. Advanced physiology/pathophysiology, including general principles applied across the life span.
  - c. Advanced health assessment, including assessment of all human systems, advanced assessment techniques, concepts, and approaches.
  - d. Diagnostic theory and management of health care problems including diseases representative of all systems.
  - e. Advanced pharmacology, which includes pharmacodynamics, pharmacokinetics, pharmacotherapeutics of all broad categories of agent, and pharmacological management of individual patients.
  - f. Preparation providing a basic understanding of the principles for decision making in the identified ARNP role.
  - g. Role preparation in one of the six population foci of practice, which includes family or individual across the life span, adult gerontology, neonatal, pediatrics, women's health gender-related, and psychiatric mental health.
  - h. Advanced practice nursing core, including legal, ethical and professional responsibilities of the ARNP.
  - i. At least five hundred hours in direct patient care in the ARNP role with clinical preceptor supervision and faculty oversight.

4. Advanced registered nurse practitioner nursing education programs preparing students for two population foci or combined nurse practitioner-clinical nurse specialist shall include content and clinical experience in both functional roles and population foci.
5. Each student enrolled in an advanced registered nurse practitioner nursing education program shall have an active, unencumbered RN license in each state or United States territory where the clinical practice occurs.

Standards for Graduate nursing education not leading to APRN.

1. Graduate nursing education programs shall meet the standards established by the national nursing or nursing-related education accrediting body.
2. The curriculum of graduate nursing education program shall be congruent with national standards for graduate level nursing education.
3. The curriculum and practice experiences shall be consistent with the competencies of the specific area of practice, stated program outcomes, and established national standards by a nursing education accrediting body approved by the United States Department of Education.

### **Curriculum PN Standards**

The practical nurse nursing education program of study must include both didactic and clinical learning experiences and must be:

1. Effective September 1, 2017, designed to include prerequisite classes in the physical, biological, social and behavior sciences that are transferable to colleges and universities in the state of Washington.
2. Planned, implemented, and evaluated by the faculty.
3. Based on the philosophy, mission, objectives, and outcomes of the program and consistent with the rules;
4. Organized by subject and content to meet program outcomes.
5. Designed to teach students to use a systematic approach to clinical decision making and safe patient care.
6. Designed to teach students:
  - a. Professional relationships and communication.
  - b. Nursing ethics.
  - c. Nursing history and trends.
  - d. Commission approved scope of practice decision tree.
  - e. Standards of practice.
  - f. Licensure and legal aspects of nursing including the disciplinary process, substance abuse and professional values.
  - g. Concepts and clinical practice experiences in geriatric nursing, and medical, surgical, and mental health nursing for clients throughout the life span.
  - h. Concepts of antepartum, intrapartum, postpartum and newborn nursing with only an assisting role in the care of clients during labor and delivery and those with complications.
  - i. Concepts and practice in the prevention of illness and the promotion, restoration, and maintenance of health in patients across the life span and from diverse cultural, ethnic, social, and economic backgrounds.
  - j. AIDS education as required.
7. Designed to prepare graduates for licensure and to practice practical nursing.
8. Designed to prepare graduates to practice according to competencies recognized by professional nursing organizations.
9. Practical nursing courses shall include:
  - a. Components of: Client needs; safe, effective care environment; health promotion and maintenance; interdisciplinary communication and collaboration; discharge planning; basics of multicultural health; psychosocial integrity; and physiological integrity.
  - b. Skills laboratory and clinical practice in the functions of the practical nurse including, but not limited to, administration of medications, implementing and monitoring client care, and promoting psychosocial and physiological health.
  - c. Concepts of coordinated care, delegation and supervision.
10. Practical nurse programs teaching intravenous infusion therapy shall prepare graduates for national certification by a nursing professional practical nurse certifying body.

### **Instruction Standards**

Nursing education programs offering distance-learning courses shall:

1. Ensure distance-learning courses meet established quality and security standards for online and distance learning education.
2. Develop written policies and procedures ensuring quality assurance controls, security, maintenance, and service support for students and faculty who use the system.
3. Ensure students receive curriculum comparable to in-person teaching.
4. Complete ongoing student and faculty evaluations of distance learning courses.
5. Provide access to distance-learning courses when requested by the commission.

### **Clinical Standards**

1. All nursing programs preparing students for licensure shall provide faculty planned clinical or direct patient care experiences based on program outcomes and goals.
  - a. The number of clinical or direct patient care experience hours must be:
    - (1) At least three hundred hours for licensed practical nursing education programs.
    - (2) At least five hundred hours for associate degree nursing education programs.
    - (3) At least six hundred hours for bachelors of science in nursing education programs.
    - (4) At least five hundred hours for masters level nurse practitioner nursing education programs.
    - (5) At least one thousand hours for doctoral of nursing practice nurse practitioner programs.
  - b. Observation of licensed or qualified health care professionals practicing a technical skill or therapy may be included in the calculation of student clinical hours. Observation is reserved for care or therapy situations, which students are not qualified to deliver.
  - c. Skill practice labs must not be counted towards clinical practice hours.
2. All postlicensure nursing education programs shall have faculty planned practice experiences for students based on program outcomes and goals. Practice experience examples include, but are not limited to: Indirect and direct patient care, patient or population teaching, population interventions, student nurse teaching or the teaching of nursing students, leadership and change projects, research, accessing client or population data for the purpose of doing quality assurance or improvement projects, informatics, thesis or dissertation development and defense.
  - a. The number of practice hours must be equivalent to programs of similar type:
    - (1) At least one hundred hours for registered nurse to bachelor's degree programs.
    - (2) At least one hundred hours for graduate nursing education programs.
3. Faculty shall organize clinical and practice experiences based on the educational preparation and skill level of the student.
4. Faculty shall plan, oversee, and evaluate student clinical and practice experiences.
5. Faculty to student ratios for clinical and practice experience shall be as follows:
  - a. Practical nursing and prelicensure registered nursing education programs shall have 1 faculty member to 10 students in clinical settings involving direct patient care and 1 faculty member to 15 students in practice settings that are observational, involve student precepted experiences or are skills practice labs.
  - b. Registered nurse to bachelor nursing education programs shall have 1 faculty member to 15 students at one time in clinical and practice settings.
  - c. Advanced registered nurse practitioner nursing education programs shall have 1 faculty member to 6 students in clinical and practice settings.
  - d. Graduate nursing education programs not leading to licensure as an APRN shall have 1 faculty member to 15 students in clinical and practice settings.
  - e. A lower ratio of faculty to students may be required for students in initial or highly complex learning situations or when student or patient safety warrant.

An LPN, RN, or RN to BSN nursing education program may use simulation as a substitute for traditional clinical experiences, after approval by the commission, not to exceed fifty percent of its clinical hours for a particular course.

1. Simulation as used in this section means a technique to replace or amplify real experiences with guided experiences evoking or replicating substantial aspects of the real world in a fully interactive manner.
2. The nursing education program shall have an organizing framework providing adequate fiscal, human, technological, and material resources to support the simulation activities.

3. Simulation activities must be managed by an individual who is academically and experientially qualified and who demonstrates currency and competency in the use of simulation while managing the simulation program.
4. The nursing education program shall have a budget sustaining simulation activities and training of the faculty.
5. The nursing education program shall have appropriate facilities, educational and technological resources and equipment to meet the intended objectives of the simulation.
6. All faculty involved in simulations, both didactic and clinical, shall have training in the use of simulation and shall engage in ongoing professional development in the use of simulation.
7. Faculty to student ratios in the simulation lab must be in the same ratio as for clinical learning experiences.
8. Faculty shall organize clinical and practice experiences based on the educational preparation and skill level of the student.
9. Qualified simulation faculty must supervise and evaluate student clinical and practice experiences.
10. The nursing education program shall demonstrate that simulation activities are linked to programmatic outcomes.
11. The nursing education program shall have written policies and procedures on the following:
  - a. Short-term and long-term plans for integrating simulation into the curriculum.
  - b. An identified method of debriefing each simulated activity.
  - c. A plan for orienting faculty to simulation.
12. Debriefing as used in this section means an activity following a simulation experience that is led by a facilitator, encourages reflective thinking, and provides feedback regarding the participant's performance.
13. The nursing education program shall develop criteria to evaluate simulation activities.
14. Students shall evaluate the simulation experience on an ongoing basis.
15. The program shall include information about use of simulation in its annual report to the commission.

Nursing education programs in collaboration with a health care facility may use dedicated education units to provide clinical education and practice experiences for nursing students.

1. A nursing education program using a dedicated education unit shall have an affiliation agreement identifying the roles and responsibilities of health care staff, nursing education program faculty, and nursing students.
2. Nursing education programs using dedicated education units shall use licensed nurses as preceptors meeting preceptor qualifications.
3. Nursing education program faculty shall only assign students to a licensed nurse preceptor based upon the nurse's knowledge, experience, and willingness to work with students.
4. Nursing education faculty shall not assign more than two students to each licensed nurse preceptor.
5. Nursing education faculty with the assistance from the preceptor shall be responsible for the evaluation of student clinical performance.
6. Nursing education faculty shall be responsible for student learning in the dedicated education unit.

### **Administrator Standards**

1. The program administrator must be a professionally and academically qualified registered nurse with an active, unencumbered nursing license.
2. In a program offering practical or associate degree nursing education, the nurse administrator must have a minimum of the following:
  - a. A BSN from a nursing education program accredited by a national nursing education accrediting body recognized by the U.S. Dept. of Education and a graduate degree or a graduate degree from a nursing program accredited by a national nursing education accrediting body recognized by the U.S. Dept. of Education.
  - b. Preparation in education that includes teaching adults, adult learning theory, teaching methods, curriculum development, and curriculum evaluation or two years of teaching experience in nursing education that demonstrates this type of preparation.
  - c. Curriculum development and administration experience.
  - d. 5 years of experience as a registered nurse including 2 years of experience in nursing education.
  - e. Current knowledge of nursing practice at the practical nurse or associate degree program level as appropriate.

3. In a program offering baccalaureate or graduate degrees in nursing, the nurse administrator must have the following:
  - a. A graduate degree with a major in nursing from a nursing education program accredited by a national nursing education accreditation body recognized by the U.S. Dept. of Education and a doctoral degree either in nursing or a health or related educational field from a college or university accredited by a national accrediting body recognized by the U.S. Dept. of Education or a doctoral degree in nursing from a college or university accredited by a national nursing accrediting body recognized by the U.S. Dept. of Education.
  - b. Preparation in education that includes teaching adults, adult learning theory, teaching methods, curriculum development, and curriculum evaluation or 2 years of teaching experience in nursing education that demonstrates this type of preparation.
  - c. Preparation or experience in nursing administration or educational administration.
  - d. At least 5 years of experience as a registered nurse including 2 years of experience in nursing education at or above the highest level of the nursing education program the nurse administrator will be administering. (The commission may grant an exception to the experience if the program can demonstrate that 2 academic years of ongoing educational consultation is provided to the nurse administrator by a person who meets or exceeds nurse administrator qualifications).
4. The nurse administrator shall be responsible for creation and maintenance of an environment conducive to teaching and learning through:
  - a. Facilitation of the development, implementation, and evaluation of the curriculum.
  - b. Communication and decision making regarding program needs, budget preparation and monitoring, and ongoing involvement with central administration and other units of the parent institution.
  - c. Facilitation of faculty development and performance review for full-time and part-time faculty consistent with the policies of the institution and standards of professional nursing practice, and encouragement of faculty to seek ways of improving clinical skills and methods of demonstrating continued educational and clinical competence. Evaluation of clinical performance of nursing faculty in practice situations must be performed by a qualified licensed nurse as appropriate to the level of practice being taught.
  - d. Facilitation of faculty recruitment and appointment. The nurse administrator of the nursing education program shall establish a goal for acquiring faculty with diversity in ethnicity, gender, clinical specialty and experience.
  - e. Recommendation of faculty for appointment, promotion, tenure, and retention consistent with the policies of the institution and standards in this chapter.
  - f. Facilitation of the development of long-range goals and objectives for the nursing program.
  - g. Facilitation of recruitment, selection, and advisement of students.
  - h. Assurance that the rules of the commission are effectively implemented.
  - i. Notification to the commission of identified events.
5. The nurse administrator must have sufficient time provided to fulfill relevant administrative duties and responsibilities.

### **Faculty Standards**

1. Each nursing education program shall have a sufficient number of professionally and academically qualified faculty with adequate diversity of expertise in nursing to meet the nursing education program purpose, outcomes, and identified quality improvement processes.
2. Nursing faculty teaching in practical nursing education programs must have a minimum of a baccalaureate degree with a major in nursing from a nursing education program that is accredited by a nursing education accrediting body approved by the U.S. Dept. of Education.
3. Nursing faculty teaching in programs preparing registered nurses for licensure or for RN to BSN degree shall have a minimum of a graduate degree in nursing from an accredited college or university and from a nursing education program that is accredited by a nursing education accreditation body recognized by the U.S. dept. of Education or a bachelor's degree in nursing from an accredited college or university and from a nursing education program that is accredited by a nursing education accreditation body recognized by the U.S. Dept. of Education and a graduate degree in a health or education related field from an accredited college or university.
4. Nursing faculty teaching in programs preparing students for licensure as advanced registered nurse practitioners shall have the following:
  - a. An active, unencumbered Washington state ARNP license.

- b. A minimum of a graduate degree in nursing from an accredited college or university and from a nursing education program that is accredited by a nursing education accreditation body recognized by the U.S. Dept. of Education.
  - c. 2 years of clinical experience as a nurse practitioner, nurse midwife, nurse anesthetist or clinical nurse specialist.
  - d. Current knowledge, competence and certification in the role and population foci consistent with teaching responsibilities.
- 5. Nursing faculty teaching in graduate nursing programs preparing nurses in advance degrees not leading to licensure as an ARNP shall have the following:
  - a. A graduate degree in nursing from an accredited college or university and nursing education program that is accredited by a nursing education accrediting body recognized by the U.S. Dept. of Education and is at or above the program level being taught or a bachelor's degree in nursing from a nursing education program that is accredited by a nursing education accrediting body and a graduate degree in a health or education related field from an accredited college or university and demonstrated specialization, expertise or preparation and experience for the courses being taught.
- 6. The nursing education program shall provide new faculty with sufficient orientation to achieve program purpose and outcomes, and to assure safe clinical and practice experiences for students.
- 7. The program shall make available ongoing faculty development opportunities to assure faculty members are prepared, experienced, and current in subject matter taught.
- 8. Nursing faculty shall have an active, unencumbered Washington state registered nurse license.
- 9. Interdisciplinary faculty teaching in the nursing education program shall have academic and professional education and experience in their field of specialization.
- 10. Adjunct clinical faculty employed solely to supervise clinical nursing experiences or practice experiences shall meet all the faculty qualifications for the program level they are teaching.
- 11. Nursing faculty shall be responsible for:
  - a. Developing, implementing, and evaluating the purpose and outcomes of the nursing education program.
  - b. Designing, implementing, and evaluating the curriculum;
  - c. Developing and evaluating nursing education policies as identified in WAC 246-840-519 (3)(a) through (e) within the framework of the policies of the parent institution.
  - d. Participating in or providing for academic advising and guidance of students.
  - e. Evaluating student achievement, in terms of curricular objectives as related to both nursing knowledge and practice, including preceptorship or mentored experiences.
  - f. Selecting, guiding, and evaluating student learning activities.
  - g. Participating in activities to improve their own nursing competency in area(s) of responsibility and to demonstrate current clinical competency.
  - h. Developing criteria for the selection and evaluation of clinical and practice experiences in clinical facilities or clinical practice settings, which address safety and the need for students to achieve the program outcomes and course objectives.

### **Faulty Exceptions**

The commission may grant exceptions to faculty degree requirements in prelicensure registered nurse nursing education programs under the following conditions:

1. For faculty teaching in the classroom or laboratory, the nursing program shall provide documentation to the commission prior to employment that:
  - a. Despite aggressive recruitment efforts, it has been unable to attract properly qualified faculty.
  - b. The individual will either teach one year or less, or be currently enrolled in a nursing, health-related, or education-related graduate degree program.
2. For clinical faculty who will directly supervise registered nursing students at a clinical facility, the nursing education program shall provide documentation to the commission prior to employment that the individual has:
  - a. A minimum of a baccalaureate degree with a major in nursing from an accredited college or university and from a nursing education program that is accredited by a nursing education accrediting body recognized by the United States Department of Education.
  - b. Current clinical experience of at least three years in the clinical subject area taught.
3. For faculty teaching registered nursing students in the classroom, laboratory or clinical setting, the individual is nursing faculty tenured prior to November 3, 1995.

### **Student Standards**

1. The nursing education program shall hold students accountable for professional behavior, including, academic honesty and integrity.
2. Written policies and procedures for students must be available and communicated in a fair, accurate, inclusive, and consistent manner.
3. The approved nursing education program shall:
  - a. Develop and implement written policies and procedures specific to nursing students including, but not limited to, the following:
    - (1) Student selection, admission, progression, remediation, graduation, withdrawal, and dismissal of students.
    - (2) Student recordkeeping and systems.
    - (3) ADA accommodations for students.
    - (4) Student rights and responsibilities.
    - (5) Grievances and complaint processes.
    - (6) Incident reports and tracking of reports.
    - (7) Medication administration or selection by students and faculty role in supervising students during medication administration or selection processes.
    - (8) Reporting and logging of events involving a student and faculty member that the nursing education program has reason to believe resulted in patient harm, unreasonable risk of patient harm, or diversion of legend drugs.
    - (9) Documenting student near miss errors incidents.
    - (10) Student professional dress.
    - (11) Professional behavior.
    - (12) Background check requirements.
    - (13) Immunization requirements.
    - (14) Clinical practice expectations.
    - (15) Student performance evaluations.
    - (16) Other expectations of nursing students, including providing direction to students on how to apply for national council licensing examination (NCLEX) testing and licensure.
  - b. Maintain a system of student records in accordance with institutional requirements. Student records shall be available to the commission staff during on-site surveys or investigations.
  - c. Provide a written statement to nursing students of student rights and responsibilities.
  - d. Require and assure that students seeking admission by transfer from another approved nursing education program, or readmission for completion of the program, shall meet the equivalent of the program's current standards.
  - e. Encourage admission of students from diverse populations.
4. The nursing education program shall provide the student in a prelicensure registered nursing program with written information on the legal role of the nursing technician. The information must be provided prior to the time of completion of the first clinical course and shall clearly advise the student of his or her responsibilities, if he or she chooses to be employed as a nursing technician.
5. RN to BSN and graduate nursing education program student requirements include:
  - a. The nursing education program shall ensure nursing students in RN to BSN and graduate nursing education programs are licensed as a registered nurse in each state or United States territory where practice or clinical experiences occur.
  - b. The nursing education program shall provide the student in a graduate nursing program with written or electronic information on the requirements for national certification as appropriate to the level of educational degree and specialty.

### **Evaluation Standards**

1. The nursing education program shall implement a written, comprehensive, systematic plan for ongoing evaluation that is based on program outcomes data and input from faculty, students, health care partners and consumers, and that incorporates continuing improvement goals and measures.
  - a. The plan must include evaluative criteria, methods used to evaluate, frequency of evaluation, assignment of responsibility, and measurable indicators or benchmarks of effectiveness for the nursing education program and instruction.

- b. The nursing education program shall document analysis of the data collected and actions taken as a result of use of the systematic program evaluation plan.
  - c. Major changes in the professional nursing education program must be evidence-based.
  - d. The nursing education program shall review and analyze the evaluative methods and instruments used to measure program outcomes for appropriateness according to the timeline specified in the plan.
  - e. The nursing education program shall evaluate didactic and clinical course effectiveness each time a course is taught.
  - f. Implementation of the plan for systematic program evaluation and ongoing quality improvements must be documented in faculty or faculty-related minutes.
  - g. The following items must be included in the systematic program evaluation: Faculty, student and graduate satisfaction surveys, faculty, resource and services surveys of faculty and students, faculty workload surveys and evaluations, national council licensing examination (NCLEX) pass rates, post licensure certification examination pass rates, student attrition and completion rates, employment rates after graduation, employer satisfaction, and program and student learning outcomes.
  - h. Faculty and students shall participate in program planning, implementation, evaluation, and continuous quality improvement.
2. Program information communicated by the nursing education program must be accurate, complete, and consistent.

### **Preceptorship**

1. Preceptors may be used to enhance clinical or practice-learning experiences after a student has received instruction and orientation from program faculty who assure the student is adequately prepared for the clinical or practice experience.
2. Nursing education faculty in prelicensure nursing education programs shall not assign more than two students to each nurse preceptor.
3. Nursing education faculty in a program leading to licensure as an advanced registered nurse practitioner shall not assign more than one student to each preceptor.
4. A preceptor may be used in practical and registered nursing education programs when the preceptor:
  - a. Has an unencumbered nursing license at or above the level for, which the student is preparing.
  - b. Is experienced in the specialty area for at least two years.
  - c. Is oriented to the written course and student learning objectives.
  - d. Is not related to, or a personal friend of the student.
  - e. Is oriented to the written role expectations of faculty, preceptor, and student.
5. A preceptor may be used in nursing education programs leading to licensure as an advanced registered nurse practitioner when the preceptor:
  - a. Has an active, unencumbered license as an ARNP, a physician, an osteopathic physician, or equivalent license in other states or jurisdictions.
  - b. Is experienced in the specialty area for at least two years.
  - c. Is oriented to the written course and student learning objectives.
  - d. Is not related to, or a personal friend of the student.
  - e. Is oriented to the written role expectations of faculty, preceptor, and student.
6. A preceptor may be used in graduate nursing programs as appropriate to the course of study when the preceptor:
  - a. Is experienced in the specialty area for at least two years.
  - b. Is oriented to the written course and student learning objectives.
  - c. Is not related to, or a personal friend of the student.
  - d. Is oriented to the written role expectations of faculty, preceptor, and student.
7. An interdisciplinary mentor who has experience and educational preparation appropriate to the faculty planned student learning experience may be used in some clinical or practice experiences.
8. Faculty are responsible for the overall supervision and evaluation of the student and must confer with each preceptor or interdisciplinary mentor and student at least once before the student learning experience, at the mid-point of the experience, and at the end of the learning experience.
9. A proctor who monitors students during the performance of a task or skill must be qualified with educational and experiential preparation in the area being proctored and must be credentialed as a licensed health care provider. Such a person may be used on rare, short-term occasions to proctor students when a faculty member has determined that it is safe for a student to receive direct supervision from the proctor for the performance of a particular task or skill that is within the scope of practice for the nursing student.

### **Out of State Programs Clinical Placement**

1. The commission may approve out-of-state distance learning nursing education programs for the purpose of placing student in clinical or practice experiences in the state of Washington. The out-of-state distance learning nursing education program shall:
  - a. Complete and submit a commission approved application and demonstrate equivalency to requirements for in-state Washington nursing programs
  - b. Provide clinical and practice supervision and evaluation of students in Washington state
  - c. Ensure the faculty, preceptors and others who teach, supervise, or evaluate clinical or practice experiences in the state of Washington hold an active, unencumbered nursing license appropriate to the level of student teaching. Faculty must be licensed in the state of Washington as an ARNP if teaching advanced registered nurse practitioner practice.
  - d. Preceptors for students in a nursing education program preparing nurses for advanced registered nurse practitioner licensure shall not be related to the student or personal friends, and shall have an active, unencumbered license as an ARNP, a physician, an osteopathic physician, or equivalent in other states or jurisdictions.
  - e. Ensure the faculty who teach didactic distance learning nursing courses hold a current and active, unencumbered nursing license in the state where the nursing program has legal domicile.
  - f. Be accredited by a nursing education accrediting body approved by the United States Department of Education.
  - g. Maintain accreditation status by the nursing education accrediting body.
  - h. Report to the commission within thirty days of notice from the nursing education accrediting body if the accreditation status has changed.
  - i. Submit an annual report to the commission as identified in commission approved survey.
2. The commission may conduct site visits or complaint investigations to clinical or practice locations to ensure compliance with commission requirements.
3. The commission may withdraw clinical placement approval if it determines a nursing education distance learning program fails to meet the standards for nursing education.
4. The commission may refer complaints regarding the distance learning nursing education program to the home state board of nursing and appropriate nursing education accreditation body.
5. A distance learning nursing education program wishing to contest a decision of the commission affecting its approval status for clinical or practice experiences shall have the right to a brief adjudicative proceeding under the Administrative Procedure Act.

### **Exemptions for Innovative Approach**

A nursing education program may apply to implement an innovative program approach or project by complying with the provisions of this section.

1. Nursing education programs approved to implement innovative approaches or programs shall continue to provide quality nursing education preparing graduates to practice safely, competently, and ethically within the scope of practice.
2. The purpose of innovations in nursing education program approval is to:
  - a. Foster innovative models of nursing education to address the changing needs in health care.
  - b. Assure innovative approaches or programs protect the public.
  - c. Assure innovative approaches or programs maintain quality outcome standards.
3. A nursing education program that holds full commission approval may be eligible to implement an innovative approach or program.
4. The following information shall be provided to the commission at least three months in advance of requested implementation date:
  - a. Identifying information to include name of nursing program, address, responsible party and contact information.
  - b. A brief description of the current program.
  - c. Identification of the regulation(s) affected by the proposed innovative approach.
  - d. Length of time for, which the innovative approach is requested.
  - e. Description of the innovative approach, including objective(s).
  - f. Brief explanation of why the nursing education program wants to implement an innovative approach at this time.

- g. Explanation of how the proposed innovation differs from approaches in the current program;
  - h. Rationale with available evidence supporting the innovative approach.
  - i. Identification of resources supporting the proposed innovative approach.
  - j. Expected impact innovative approach will have on the program, including administration, students, faculty, and other program resources.
  - k. Plan for implementation, including timeline.
  - l. Plan for evaluation of the proposed innovation, including measurable criteria/outcomes, method of evaluation, and frequency of evaluation.
  - m. Additional application information as requested by the commission.
5. The following are the standards for approval:
    - a. Eligibility and application criteria in subsections (4) and (5) of this section are met.
    - b. The innovative approach or program will not compromise the quality of education or safe practice of students.
    - c. Resources are sufficient to support the innovative approach or program.
    - d. Rationale with available evidence supports the implementation of the innovative approach or program.
    - e. Implementation plan is reasonable to achieve the desired outcomes of the innovative approach or program.
    - f. Timeline provides for a sufficient period to implement and evaluate the innovative approach or program.
    - g. Plan for periodic evaluation is comprehensive and supported by appropriate methods of evaluation.
  6. If the application meets the standards, the commission may:
    - a. Approve the application.
    - b. Approve the application with modifications as agreed between the commission and the nursing education program.
  7. If the submitted application does not meet the criteria, the commission may deny approval or ask for more information.
  8. The commission may rescind the approval or require the nursing education program to make modifications if:
    - a. The commission receives evidence, which substantiates adverse impact.
    - b. The nursing education program fails to implement the innovative approach or program as presented and approved.
  9. The nursing education program shall provide the commission with progress reports conforming to the evaluation plan as requested by the commission.
    - a. If any report indicates patients or students were adversely impacted by the innovation, the nursing education program shall provide documentation of corrective measures and their effectiveness.
    - b. The final evaluation report shall conform to the evaluation plan, detailing and analyzing the outcomes data.
  10. If the innovative approach or program achieves the desired outcomes, has not compromised public protection, and is consistent with core nursing education criteria, the nursing education program may request the innovative approach or program be continued.

### **NCLEX**

1. Fails to maintain an average NCLEX passing or advanced practice certification rate of eighty percent of first time test takers for one year, the program must complete an assessment of the problem. The program may request technical assistance from the commission.
2. Fails to maintain an average NCLEX passing or advanced practice certification rate of eighty percent of first time writers for two consecutive years, the program must complete an assessment of possible contributing factors and submit a plan of correction to the commission. The commission may place the program on conditional approval status. The program may request technical assistance from the commission.
3. Fails to maintain an average NCLEX passing or advanced practice certification rate of eighty percent of first time writers for three consecutive years, the program must complete an assessment of possible contributing factors, submit a plan of correction, and the commission may conduct a site visit. The program may request technical assistance from the commission. The commission shall place the program on conditional approval status.

4. Fails to maintain a NLCEX passing or advanced practice certification rate of eighty percent for four out of five consecutive years, the commission shall continue the program on conditional approval, require a full evaluation site visit, and may withdraw program approval following the site visit.

#### **Required Reporting**

1. Within two business days, nursing education programs shall report to the commission, on forms provided by the commission, events involving a student or faculty member that the program has reason to believe resulted in patient harm, an unreasonable risk of patient harm, or diversion of legend drugs or controlled substances.
2. The nursing education program shall keep a log of all events reported by a patient, family member, student, faculty or a health care provider resulting in patient harm, an unreasonable risk of patient harm, or allegations of diversion, and medication errors. The log must include:
  - a. The date and nature of the event.
  - b. The name of the student or faculty member involved.
  - c. The name of the clinical faculty member responsible for the student's clinical experience.
  - d. Assessment of findings and suspected causes related to the incident or root cause analysis.
  - e. Nursing education program corrective action.
  - f. Remediation plan, if applicable.
3. The nursing education program shall use the principles of just culture, fairness, and accountability in the implementation and use of all incident reporting logs with the intent of:
  - a. Determining the cause and contributing factors of the incident.
  - b. Preventing future occurrences.
  - c. Facilitating student learning.
  - d. Using the results of incident assessments for on-going program improvement.