NURSING PROGRAM

2005-06

A HANDBOOK OF POLICIES,

PROCEDURES &

REGULATIONS

CHIPOLA COLLEGE
# HEALTH SCIENCE DIRECTORY

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Phone #:</th>
<th>Office #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chastity Duke</td>
<td>718-2334</td>
<td>Q 220</td>
</tr>
<tr>
<td>Lucinda Graven</td>
<td>718-2323</td>
<td>Q 222</td>
</tr>
<tr>
<td>Gena Porter-Lankist</td>
<td>718-2471</td>
<td>Q 221</td>
</tr>
<tr>
<td>Katherine Leigh</td>
<td>718-2434</td>
<td>Q 213</td>
</tr>
<tr>
<td>Kelley Leonard</td>
<td>718-2438</td>
<td>Q 215</td>
</tr>
<tr>
<td>Karen Lipford</td>
<td>718-2346</td>
<td>Q 225</td>
</tr>
<tr>
<td>Barbara Taylor</td>
<td>718-2294</td>
<td>Q 217</td>
</tr>
<tr>
<td>Sara Manning</td>
<td>718-2453</td>
<td>Q 212</td>
</tr>
</tbody>
</table>

**Director:**

| Kathy G. Wheeler      | 718-2278  | Q 211     |

**Staff Assistant:**

|                         | 718-2316  | Q 229     |

**Nursing fax#:**

| 718-2495               |

**President:**

| Gene Prough, Ed.D.     | 718-2288  | Z 230     |

**Vice President:**

| Sarah Clemmons, Ph.D.  | 718-2213  | Z 234     |
Table of Contents

Philosophy ................................................................. 1
Learning Outcomes ....................................................... 2
Goals ............................................................................. 3
Absences/Tardiness ....................................................... 4
Health ........................................................................... 5
Employment ................................................................. 5
Telephone ...................................................................... 6
Nursing Course Scheduling .............................................. 6
Academic Performance/Grades .......................................... 6
Lab Skills Performance .................................................. 8
Clinical Performance ..................................................... 8
Behavior ........................................................................ 9
Uniform Regulations ...................................................... 10
Meals ............................................................................ 11
Liability Insurance ........................................................ 11
Clinical Experience ....................................................... 11
Procedure Guide for Clinical Experience ............................. 11
Achievement Testing ..................................................... 13
Miscellaneous ............................................................... 13
List of Required Clinical Supplies .................................... 15
Student File Requirements ............................................. 16
Signature Page ............................................................. 17
PHILOSOPHY

The Health Science Nursing Program directly supports the missions and goals of Chipola College.

We believe that man is a biopsychosocial being who is continually adapting in response to external and internal stimuli to meet a hierarchy of needs in maintaining wellness. The objectives of nursing are to promote maximum wellness, prevent illness, restore health, and facilitate coping.

With the nursing process as a framework, the educational program at Chipola is aimed at providing the student with a learning environment conducive to the student as an active participant. Experiences progress from simple to more complex with responsibility for learning being on the student. The program provides for selected and guided learning experiences and is student centered and flexible. Adaptations will be made based on individual needs and differences to meet desired objectives. Each student’s personal growth is fostered in order that he/she might reach optimal potential.

Planning, implementing, and evaluating the nursing curriculum is the responsibility of the faculty.
LEARNING OUTCOMES

N1. Utilize the nursing process to plan, to implement, and to evaluate safe nursing care to promote the health of individuals and families with nursing problems.

N2. Demonstrate competence in nursing skills, including the cognitive, psychomotor, and effective domain.

N3. Recognize, intervene as necessary or alert appropriate persons to changes in a patient’s condition which changes the level of care.

N4. Apply principles of bio-physical, environmental, psychological, and socio-cultural sciences while providing comprehensive nursing care.

N5. Use communication effectively with clients, families, significant others, and health team members.

N6. Modify his/her own behavior for enhancements of relationships with others.

N7. Enable individuals and families to access available social and health resources within the community to meet identified healthcare needs.

N8. Adhere to legal and ethical principles of nursing practice. These principles include: assuming responsibility for personal and educational growth, using sound judgment to make decisions related to clinical performance, and seeking help when necessary.

N9. Participate as a member of various nursing organizations.

N10. Protect the privacy and rights of clients by acting as a client advocate.

N11. Meet all requirements to take the National Council Licensure Examination (NCLEX).
The goals of the Nursing Program at Chipola College are:

1. To support and assist students in the pursuit of objectives and goals.

2. To provide nursing career options, each of which shall meet high levels of quality instruction.

3. To prepare individuals to succeed competently within the nursing field at each level of articulation.

4. To provide educational opportunities that will lead to Practical Nursing Completion and/or the Associate of Science Degree in Nursing.

5. To counsel and encourage career mobility that will lead to higher education.

6. To provide nursing education opportunities without regard for sex, race, creed, national origin or disability.

7. To serve as a catalyst for professional change in the delivery of health care services to our community.

8. To provide continuing education courses, workshops, seminars, lectures and demonstrations, to the end that area nurses are provided opportunity to maintain clinical competence.
Policies governing the Nursing Program have been approved by the Chipola College Board of Trustees and were formulated in compliance with rules and regulations set forth by the Florida State Board of Nursing. In order to comply with and fulfill these rules and regulations, regular attendance is necessary and essential to successful completion of the program. All schedules produced are subject to change by the faculty.

**A. ABSENCES/TARDINESS**

Regular attendance is required of all students and excessive absences for any reason are a basis for failure in the nursing program.

More than three (3) absences in a semester are considered excessive. Three (3) tardies equals one (1) absence. Excessive absences in one semester may result in a failing grade (F) for the course(s) in which the student is currently enrolled.

Emergency and/or prolonged illness will be evaluated on a case-by-case basis by the faculty with input from the Director of Health Sciences.

1. **Class Absences**
   
   Students must notify the instructor prior to the beginning of class. Class absences without prior notification will result in loss of grade, “0” for any assignment, test, or quiz.

   A doctor’s written statement may be required for two or more consecutive absences in any class.

   Students are responsible for any material covered and for any schedule changes that may have occurred during his/her absence.

   Make up work will be scheduled at the instructor’s convenience/availability and must be initiated by the student.

2. **Clinical Absences**

   Students are expected to notify the instructor or the unit secretary of the clinical facility one (1) hour before time to report for the clinical assignment. Office voice mail and/or contacting the Health Science staff assistant are NOT sufficient.

   All ‘make ups’ for clinical absences must be completed prior to the end of the semester. Clinical absences not made up prior to the end of the semester will result in failure (a grade of “F”) in the course and the student cannot progress in the program. Make up for clinical absences will be assigned by the clinical instructor and may involve clinical observation or special projects in the clinical area.
If a student is unprepared for a clinical experience, he/she may not be allowed to participate in patient care. This will be considered an unexcused absence. An unsatisfactory (U) will be reflected on the clinical evaluation in each category and the absence will have to be made up before the end of the semester.

Students may not leave the scheduled clinical experience until dismissed by the instructor. Personal appointments are not acceptable reasons to leave the clinical area. Once again, any clinical time missed must be made up before the end of the semester.

B. **HEALTH**

The student is responsible for any problems relating to personal health. The college or clinical facility will not be financially responsible for any injury incurred in the classroom or clinical area. Students are required to carry their own health and accident insurance. Students incurring injury while engaged in clinical activities should follow applicable facility protocol. Any student, who shows evidence of the use of intoxicants and/or controlled substances, is subject to the regulations/policies of Chipola College and/or the institution in which the incident occurs.

Following the completion of the original physical examination including a tuberculin skin test (TB) with a notary signed emergency medical release, the student must show proof in the second year that they have been screened for Tuberculosis (TB Skin test). Students are required, prior to each year, provide evidence of immunization to measles, mumps, rubella, and tetanus. This must be done prior to beginning clinical experiences.

*Students are expected, at their own expense, to submit to random drug screening.*

A student who is or becomes pregnant must inform the instructor as soon as possible. Periodic medical reports and permission from her physician are required to assure her safety and ability to continue in the program.

C. **EMPLOYMENT**

1. Class/Clinical time takes precedent over personal work schedules.

2. Students are not allowed to work (8) hours prior to any scheduled clinical experience. Students who have worked the shift prior to the scheduled clinical time will be sent home. This will result in an unexcused absence that must be made up before the end of the semester.

3. A nursing student shall practice nursing as a student within the meaning of Chapter 464.003 (The Nurse Practice Act) only within the courses of an approved program in which the student is enrolled and under the supervision of program faculty.
D. **TELEPHONE**

1. Cellular phones are to be turned off while in the classroom and in the clinical area.

2. While in the classroom or the clinical facility, no personal telephone calls may be made or accepted. This does not apply to emergency situations. If someone must contact you, the operator will notify the clinical instructor. The instructor will give you a message or arrange for you to return the call.

3. When answering the telephone in the clinical setting, state the name of the floor, your name, and your position.

4. **DO NOT** take verbal or telephone orders from a doctor. Call a licensed nurse to take the orders. (Explain to the doctor that you are a student nurse and not allowed to take verbal or telephone orders.) **DO NOT WITNESS LEGAL DOCUMENTS.**

E. **NURSING COURSE SCHEDULING**

Nursing courses are block scheduled throughout any given semester. Therefore, some “NUR” prefix courses will be completed on differing dates. This scheduling is arranged so that students may focus more directly on certain content areas during the program. At the beginning of each semester, student will meet with faculty to establish the length of the nursing courses.

F. **ACADEMIC PERFORMANCE**

The Nursing program has a unique grading scale.

**Grading Scale for Nursing Courses:**

A = 93 - 100  
B = 83 - 92  
C = 75 - 82  
D = 70 - 74  
F = 0 - 69

*Below “C” is unsatisfactory for progression in Nursing.*

*Please note that a grade of 75% or above is required for progression in the nursing program.*
Theory evaluation components will be based on individual course criteria, including but not limited to:

1. Major exams;
2. Patient care plan development;
3. Quizzes; and
4. Assignments or projects

Nursing theory will be evaluated by written examinations. The instructor will determine the type of test questions. The nursing faculty believes that higher-level abilities, such as application and evaluation, can best be measured by objective-type tests. For this reason, the principal types of test items to be used by our faculty will be multiple choice.

Following each examination, faculty will provide students with the grade they have achieved. Students are to make an appointment with the instructor for any clarification or further review within five (5) week days of taking the exam. After one week following the review of the test, the examination grade will be final. On the sixth (6) week day following the exam review, the grade is final.

The final grade for each nursing course must be 75% or higher. Students who do not successfully complete a nursing course with at least a 75% will not be allowed to progress in the nursing program. All associate of science nursing students must complete the required academic courses with grade of “C” or higher.

Students who are unsuccessful in, leave, or withdraw from the nursing program may apply for re-admission one time. Re-admission to the nursing program is on a space available basis. Re-admission decisions will be based on the selection score achieved by the applicants.

Safe medication administration requires mathematical knowledge and skills inherent to nursing practice. A Pharmacology Calculation test shall be administered in each semester of the nursing program and the student must obtain a minimum score of 80% to pass. The test may be taken 3 times in order to obtain 80%. If 80% is not obtained, the student will receive an “F” for the course that includes the clinical component. Successful completion must be obtained prior to administering medication in the clinical setting.

In the last semester of the program, all students must take an Advanced Cardiac Life Support (ACLS) course. All students must attend the course as scheduled. Certification may be obtained but is not required.
Academic or Clinical Warning

A student in jeopardy of failing a clinical course will be notified of the same by the course or clinical instructor. The student will automatically be placed on warning and specific measures or needed coursework necessary for the student to improve will be identified. The student will be advised to confer with the course instructor regarding remediation. A meeting with the Director of Health Science programs may be necessary.

G. **LABORATORY SKILLS PERFORMANCE**

The laboratory is open for practicing skills from 8:00 a.m. to 3:30 p.m. Monday – Friday, unless a lab class is scheduled. Students are responsible for cleaning and putting away supplies used in the clinical laboratory.

The application of knowledge related to skills and procedures will be evaluated by use of laboratory examinations. Upon successful practice and completion of selected skills assigned in each nursing course, the student will be eligible for his/her lab examination. The examination may be administered in a simulated lab and will be graded on a “satisfactory” or “unsatisfactory” basis.

Students will have the three (3) attempts to successfully perform the skill. During your demonstration, your evaluator will not provide assistance or clarification. After a second unsuccessful attempt to perform a skill, the student will receive a “U” on the clinical evaluation in the area of performs at an acceptable level. The student will be prohibited from attending clinical until such time as the student is able to demonstrate the skill. When the student is prohibited from attending clinical rotation based on the inability to perform the skill satisfactory, he/she will receive unsatisfactory marks for the day on the clinical evaluation resulting in “U”s in all area. One area will then have two “U”s. If the instructor/evaluator deems the third attempt as unsuccessful, the student will receive a third “U”; it will constitute a failure. The student will not be allowed to continue in the program, regardless of the theory grade; they will receive a grade of “F” in the clinical nursing course.

Your scheduled returned demonstration will be a mutually agreed upon time between you and your skills lab instructor. If you miss the scheduled time for your return demonstration, you must contact the skills lab instructor prior to the scheduled time. **Failure to show up for a scheduled return demonstration without contacting the instructor will result in an “unsatisfactory” rating on the clinical evaluation.**
H. **CLINICAL PERFORMANCE** (Current CPR certification is mandatory prior to clinical rotation.)

2. Clinical evaluations - 75% or greater is satisfactory or less than three (3) “U’s” in any element.
3. Care Plans/Concept Mapping - satisfactory/unsatisfactory as stated in the course syllabi.

Students will be evaluated in the clinical aspect of each nursing course. Three unsatisfactory ratings in an element in the clinical setting automatically results in a failure for the course. Regardless of the theory grade, a grade of “F” will be received. At any given time during the semester, a student can fail for unsatisfactory clinical performance which results in a failing grade for the course. The medical record is considered a legal document. Any falsification in the record, abandonment of an assigned patient/client, or unsafe practice that jeopardizes the well-being of a patient/client may cause failure.

Care Plans and Concept Maps– The successful completion of Nursing Care Plans and Concept Maps demonstrating critical thinking are required for each clinical nursing course.

I. **BEHAVIOR**

The student is expected to behave in a responsible, ethical and professional manner at all times. **ETHICAL BEHAVIOR** requires that the student nurse:

1. Provide services with respect for the dignity of man, unrestricted by considerations of nationality, race, creed, color, or status.
2. Safeguard the patient’s right to privacy by judiciously protecting information of a confidential nature.
3. Recognize and accept responsibility for individual actions and judgments.
4. Act to safeguard the patient when his/her care and safety are affected by incompetent, unethical or illegal conduct of any person. If this is suspected, the student is to go directly to the instructor.
5. Use individual competence as a criterion in accepting delegated responsibilities, always seeking help from the clinical instructor when needed.
6. Refuse to give or imply endorsement to advertising, promotion, or sales for commercial products, services, or enterprises.
7. Accept no monetary compensation from patients or staff nor solicit gifts.
8. Demonstrate good citizenship.
9. Abstain from taking prescription medications that have not been prescribed for him/her.
10. Show respect for authority when dealing with instructors and members of the health team while in the clinical facility by addressing patients and employees of the facility with appropriate titles.

11. Avoid unsatisfactory or unethical behavior, plagiarism, dishonesty, or cheating. Any of these actions can result in immediate failure. Such action can also result in a failing grade for the course in which the infraction occurred.

J. **UNIFORM REGULATIONS** (see clinical supplies required for uniform description.)

1. White uniforms with identifying student patch properly attached to the left shoulder are to be worn only while in the clinical area. (It is NOT accepted practice to wear uniforms while shopping, visiting, etc.) A Chipola nursing polo shirt is to be worn with khaki or black slacks when a clinical uniform is not required.

2. Personal cleanliness, clean and pressed clothing, clean shoes, good oral hygiene, and the use of effective deodorant are all components of good grooming and should be adhered to at all times. Nails are to be clean and short. Clear nail polish is appropriate. No acrylic nails. No cologne, perfume, or after-shave should be worn.

3. Beards are to be short and neatly trimmed. Hair must be neatly contained as not to violate sterile fields or procedures.

4. Students may wear a wedding band, watch and one pair of small earrings. **No other item of jewelry or visible body piercing is allowed.**

5. Makeup should be conservative. No extremes of hair color are permitted.

6. Shoe styles with the white clinical uniform must be in all white leather shoes with an enclosed toe and non-skid sole. Athletic shoes that meet these guidelines will be acceptable. White hose or white socks without decoration are to be worn with shoes. Shoe styles with the polo shirt and slacks must be a conservative color with enclosed toe and non-skid sole.

7. White lab coat with identifying name pin and student patch properly attached to the left shoulder may be worn over the uniform or polo shirt and slacks.
K. **MEALS**

One-half (½) hour is allowed for mealtime while in the clinical setting for schedules of eight hours or more.

L. **LIABILITY INSURANCE**

Cost of liability is included in the college registration and fees.

M. **CLINICAL EXPERIENCE**

Clinical schedules are distributed at the beginning of each rotation. Every effort is made to follow the original schedule but there are times when adjustments must be made because of the school’s activities and/or other unforeseen events. Students are expected to be flexible when changes are necessary. Individual patient assignments are made by the instructor or student team leader and will be listed on assignment sheet and distributed.

N. **PROCEDURAL GUIDE FOR CLINICAL EXPERIENCE**

The student will:

1. Report to the conference room at the designated time for pre-conference and be ready for discussion. Failure to be in the preconference area at the designated time is considered tardy and a “U” in the area of professionalism.

2. Receive report from the charge nurse upon arrival to the nursing unit.

3. Determine all necessary treatments and drugs during or immediately following report.

4. Visit the patient immediately after receiving report.

5. Implement safe and effective nursing care within the limits of his/her competency level through the direction of the clinical nursing instructor.

6. Page the clinical nursing instructor so that he/she may be present when carrying out any nursing procedure as directed.

7. Remember the cleaning of the patient unit is basically the responsibility of the housekeeping department, but the student nurse is responsible for keeping the unit in order. This includes straightening articles, watering plants and flowers, disposal of used items, stripping beds of linens when patients are discharged, etc.
8. Use free time to research the chart and, using an accepted nursing text, gain knowledge of the patient’s disease entity/surgical procedure.

9. Remember that your primary responsibility is to give nursing care to assigned patients, but assisting other members of the nursing team will provide additional learning experience.

10. Report any difficulty related to an assignment to the clinical nursing instructor immediately.

11. Leave the assigned area only with permission from the clinical nursing instructor. The instructor must know the whereabouts of the student at all times.

12. Report the following to the patient care nurse upon leaving the clinical area at the end of the shift:
   a. Nursing care administered;
   b. Pertinent observation of the patient; and
   c. Anything that has not been done for the patient.

NOTE: Any unusual condition or complaint should be reported to the charge nurse and the clinical instructor immediately and then documented. **DO NOT WAIT UNTIL YOU ARE READY TO GO OFF DUTY.**

13. Complete all procedures at the designated time.

14. Verify all nursing procedures with instructor and doctor’s order/s prior to performance.

15. Correctly identify the patient before performing any nursing procedure or giving any medication.

16. Check the chart and discuss the procedure or medication with the clinical nursing instructor and charge nurse if you have any doubts about the procedure or medication.
Achievement Testing

Students are required to complete Educational Resources Inc (ERI) content exams approximately two weeks before the last day of class for each content area throughout the curriculum. Any area requiring remediation must be completed by the final exam and proof of remediation is required before a grade will be assigned for the class. Failure to do so will result in an incomplete grade for the course until proof of remediation is submitted. During the final semester, in addition to course content testing, each student is required to complete a Pre-RN and an RN Assess exam to prepare students for the licensure exam. Again, failure to complete the exam and required remediation will result in an incomplete grade until the exam is completed.

Preceptor Experiences

Preceptor Experiences are a component of the final semester in the nursing program (NUR 2291, NUR 2450, NUR 2350). Required hours must be completed. Students not completing the required hours of experience will receive a grade of I until completion.

Miscellaneous

1. Cell phone, beepers, or any other electronic devices which may cause potential disruption of the classroom environment must be turned off and out of sight in the classroom.
2. The daily assignment schedule is subject to change, and it is your responsibility to keep up with those changes.
3. Cheating or plagiarism is not allowed. Cheating or plagiarism will result in a grade of “O”.
4. Students displaying disruptive behavior will be asked to leave the classroom for the remainder of the class for that day. Students asked to leave the classroom will be absent for that class day. Examples of disruptive behavior, although not an exhaustive listing are:
   a. sleeping in class
   b. entering class late or departing early (routinely)
   c. personal hygiene problems impacting fellow students
   d. repeatedly talking in class without being recognized
   e. talking while others are talking
   f. physical display of anger
   g. threatening faculty or fellow students
   h. verbal abuse of faculty, staff, or student
   i. eating, drinking, gum-chewing
5. Children or other people not enrolled in a class are not allowed in the classroom under any circumstances.
6. Tape recording in class is at the discretion of the instructor.
7. Profanity is not tolerated in the classroom or the clinical area,
8. No eating is allowed in the classroom. The only beverage allowed in the classroom is water.
9. Students are expected to attend clinical well rested and alert in order to be safe practitioners. Students who fail to comply will be sent home with an unsatisfactory for that clinical day. Students who are working should not work the previous 8 hours prior to clinical.
HEALTH SCIENCE NURSING PROGRAM  
Chipola College  

LIST OF REQUIRED CLINICAL SUPPLIES  

1. Uniforms (2)  White cotton uniform with sleeves. Dress uniforms and skirts should cover the knees and pants should cover the ankles. Chipola College Nursing Student Polo shirt with khaki or black slacks/skirt.  

2. Shoes:  1 pair, white standard nurses shoes. Athletic shoes which meet guidelines described in Handbook will be acceptable.  

3. Caps (Optional):  May be purchased at CC Bookstore, Watson’s Drugs, Sandra Jean’s Uniform Shop (Dothan, AL).  

4. Hose:  White, seamless, non-decorative; support hose suggested.  
5. Socks:  White ankle length without decoration  
6. Scissors:  Bandage type  
7. Undergarments:  White or Black, if dark skin tone  
8. Watch:  Accurate- with a second hand  
9. Penlight (in skills kit)  
10. Stethoscope:  Dual head  
11. Lab Coat  
12. Note pad and pens (black ink)  
13. Chipola Student Logo (patch):  Chipola Bookstore (1 per uniform, 1 for lab coat)  
14. Name Tags (will be arranged 1st week classes) Plastic clip holder available at Bookstore  
15. Skills Kit  
16. Hemostats  
17. Blood Pressure Cuff  
18. Safety Goggles (optional)
Clinical schedules for the first semester usually begin one to two weeks after classes have begun. The following must be on file in the nursing department BEFORE you will be allowed to attend clinical. Failure to have a complete file will result in an unexcused absence from clinical. This will result in a “U” in the critical element of “professional appearance, manner and punctuality.”

- Letter of intent to enroll
- Physical exam forms (Notarized) To include current immunization status with immunity for MMR, Tetanus, and a TB skin test.
- Hepatitis B form signed
- Signed agreement for off campus activity
- Signed handbook page
- Current CPR card
- FBI Screen
- Drug Screen
- Proof of Health Insurance
Each application must be screened through Federal Bureau Investigation (FBI).

Judgment of guilty or pleas of nolo contendere (no contest) to the following crimes will disqualify applications from entering into any Health Occupations program: murder; manslaughter; vehicle homicide; killing of an unborn child by injury to the mother; assault; if the victim of the offense was a minor; aggravated battery; kidnapping; false imprisonment; sexual battery; prohibited acts of persons in familiar of custody authority; prostitution; lewd and lascivious behavior; lewdness and incident exposure; arson; theft, robbery, and related crimes, if the offense is a felony; fraudulent sale of controlled substance, only if the offense was a felony; incest; abuse or neglect of a disabled adult or elderly person; exploitation of disable adult or elderly person; aggravated child abuse; negligent treatment of children; sexual performance by a child; obscene literature; drug offenses which were a felony or if the offense involved a minor; has not been judicially determined to have committed abuse or neglect against a child as defined in s.3901(2) and (47); does not have a confirmed report of abuse, neglect, or exploitation as defined in s. 415.1075 or s.415.504; does not proposed confirmed report that remains unserved and is maintained in the central abuse registry and tracking system pursuant to s.415.1065(2)(c); and has not committed and act that constitutes domestic violence a defined in s.714.128.

The present cost of processing criminal records is $18.00. Students will be apprised of proper procedures for payment in a letter of admittance (see attached).

Exemptions from disqualification can be granted. The law states that a period of at least three years must have passed without repeated offenses, in order to clear disqualification. In addition, one must meet any other requirement to be eligible for licensure or certification by the State of Florida.

While enrolled in a Chipola Health Science program, the student is also responsible for notifying the program director of any arrests, regardless of adjudication, that occur after acceptance and during enrollment in a given program. Failure to promptly notify the program director shall be grounds for dismissal from the program.

After admission into the program of choice, the student must remain free of disqualifying charges or may be subject to dismissal from the program.

All students enrolled in a health related program are required to be drug and/or alcohol free when at the college and while at "affiliating agencies" (including parking lots and grounds).

For all "affiliating agencies" which require students to be subject to the agency’s Drug Testing Policies when there is reasonable suspicion to believe a student may be impaired, or is using or has used illegal drugs and/or alcohol, the student may be tested in accordance with the "affiliating agency's" policies and will be responsible for expenses incurred. If tested by an "affiliating agency" the student shall provide his/her program coordinator with a copy of any test results. Failure to promptly do so shall be grounds for dismissal from the program.
Admitted students must remain drug-free throughout the tenure in their program at the college. Failure to do so shall be grounds for dismissal from the program. Any student who has been arrested for any offense other than a minor traffic violation should be aware that the Florida Board of Nursing will require information about that arrest record before that student will be permitted to take the licensure examination upon graduation from the program. A Federal Bureau Investigation (FBI) background check will be completed on each applicant. The Board will not consider any individual's record before that applicant graduates from a nursing program and applies to take the licensure examination. Chipola College cannot guarantee that any graduate will be allowed to take the licensure examination.
By signing below, I certify that I have read and fully understand the policies and procedures of the Chipola College Nursing program and will comply with the stated policies and procedures.

I understand that by signing, I give permission to the nursing program to share information regarding my immunization status, health insurance status, and criminal background check with the clinical facilities as required.

I acknowledge that my admission is provisional until the results of my criminal background check are received and reviewed.

I further understand that if I do not meet the attendance, academic and clinical performance standards, as stated in this handbook, I will receive a grade of “F” and will not be able to progress in the nursing program at Chipola College.

________________________________________
Print Name

_______________________________________
Student’s Signature/Date