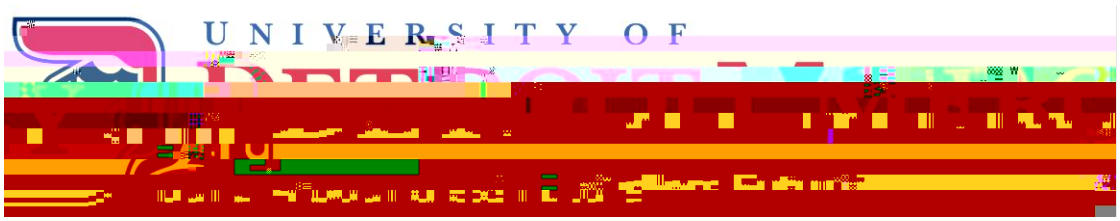

Undergraduate Nursing Handbook

2020-2021

McAuley School of Nursing

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Part I - McAuley School of Nursing Historical Background, Mission, Philosophy, Framework, and Baccalaureate Program Outcomes

Historical Background

The McAuley School of Nursing has a long and rich history of educating baccalaureate-prepared, entry-level nursing professionals who exemplify the charismas of the Society of Jesus and the Religious Sisters of Mercy. Emphasis and concern for the dignity and formation of persons, the common good of the world community, competent and compassionate care for the poor and suffering, and commitment to doing justice in generous service of those who are in need of health/nursing care have consistently framed our academic aims and processes.

The formation of the MSON began in 1934 when Mother Carmelita Manning, RSM, envisioned the need for nursing education beyond hospital-based diploma preparation and founded Mercy College. At that time, the college was located at 2200 East Grand Boulevard, the site of a Mercy Hospital and was mainly devoted to the preparation of graduate nurses specializing in nursing education. A five-year BSN degree was an option for students enrolled in the program. Thus, Mercy College was one of the first colleges in Michigan to offer a collegiate nursing program and the first Catholic college in Michigan to offer a BSN degree. After the College moved to 8200 West Outer Drive in 1941, it maintained a very close relationship with the established Mercy Hospital Schools of Nursing in Detroit and neighboring cities. In 1949, the BSN and diploma options were separated, with Mercy College retaining a four-year BSN degree program. The first accreditation was granted in 1950 for a Bachelor of Science in Nursing (National Nursing Accrediting Service) and the undergraduate nursing program has received continuous accreditation since that time.

In 1990, upon the consolidation of the University of Detroit (UD) and Mercy College of Detroit (MCD), the MSON evolved fro3(s)5(accredi)12(t)-4(ss2C BT1(s)5(accrt76.47 Tm[ol)12(l)11(ed)3(he)3( )5(con)3(sol)12an

Philosophy

The faculty of the McAuley School of Nursing promotes a values-based education that fosters the spiritual, intellectual, social, psychological and ethical growth of the life-long learner. The faculty is committed to teaching in the context of the Mercy Jesuit traditions to the service of faith, social justice, and compassionate, competent nursing care. Faculty-student relationships are foundational for students' personal and professional development in These relationships are based on open, honest, caring interactions, which empower students and faculty to become partners in education. The faculty recognizes the critical importance of caring that occurs, especially as reflected in faculty-student encounters. These encounters are a model for relationship-centered care with patients, families, communities, and other health team members that result in quality outcomes. The Bachelor of Science in Nursing (BSN) is the foundation for professional nursing practice and for the graduate degree programs.

The nursing faculty believes that education is a dynamic, interactional process that involves changes in perception, thinking, feeling, and action. Education is the process of acquiring new knowledge, skills, attitudes, and values to meet the challenges of the communities and populations we serve. Building on the Mercy and Jesuit traditions, the faculty is committed to creating a learning community of discourse and service. Utilizing pedagogy that encourages ongoing reflection on our human experience, faculty and students work together to further the social, political, economic and spiritual well-being of the human community. In that regard, the faculty believes that learners are characterized by a diversity of cultural backgrounds and economic status. The MSON actively recruits and values faculty and students who reflect this diversity. Likewise, partnerships in the community are developed and utilized to provide students with experiences of diversity in clinical settings.

The MSON faculty strives to promote a sense of altruism, integrity, confidence, and autonomy with accountability and a commitment to lifelong learning/learner and professional competency. To meet the complex, multifaceted role of the professional nurse, undergraduate-nursing education must integrate a strong liberal arts core with essential competencies of nursing science and the art of nursing. Such integration establishes a broad-based learning foundation across the health-illness continuum that promotes critical thinking, clinical judgment, and ethical decision-making including evidence-based practice and resources. The graduate program provides experiences for students to develop the necessary knowledge and skills for advanced nursing practice. This includes developing knowledge and expertise in specialty roles, evidence-based practice and leadership. Both professional and graduate nursing education requires respect for the unique traditions, missions, and strengths and needs of our community's partners.

To support professional caring and high quality nursing care, the faculty utilizes professional standards and guidelines in curricular design to include:

The Essentials of Baccalaureate Nursing for Professional Nursing Practice (AACN, 2008)
The Essentials of Master's Education for Advanced P(AACN, 2011)
The Essentials of Doctoral Education for Advanced Nursing Practice (AACN, 2006)
Criteria of Evaluation of Nurse Practitioner Programs (National Task Force on Quality Nursing Education, 2012).

A variety of other professional standards and guidelines are incorporated into the curriculum based on specific track requirements and are listed in their respective related literature.

Part II - Academic Policies

Course Grading

1. A student must achieve an overall grade of 75% or better on all essential evaluation criteria in order to pass a nursing and HLH theory course.
2. There will be no rounding of grades (i.e. if you receive a 74.99% C-, it will not be rounded to 75%).
3. There will be no extra credit opportunities to raise student grades.
4. If a student is successful in the theory course but is unsuccessful in the co-requisite clinical practicum, the student would need to repeat only the clinical practicum. The reverse is also true; if a student is successful in the clinical practicum but unsuccessful in the theory course, the student would need to repeat only the theory course.
5. The student must successfully achieve both theory and practicum objectives with a passing grade in order to be eligible for progression to the next nursing course. Students must successfully complete all the courses of one level before they can progress to the next level.

Grading Scale

The following grading scale is used for all undergraduate nursing courses, with the exception of pass/fail clinical courses.

%	GRADE
100-95	A
94-91	A-
90-88	B+
87-84	B
83-81	B-
80-78	C+
77-75	C
74-72	C-
71-69	D+
68-65	D
64-0	F

Supportive Core Courses for Traditional and Part Time BSN

Anatomy and Physiology lectures and labs; General Organic Biochemistry for Health Sciences; Nutrition; Microbiology lecture and lab; Psychology; Developmental Psychology; Sociology; Intermediate Algebra; Statistics (until Fall 2020, then will be conducted as NUR 4226), and Health Care Ethics.

Academic Standing

To

Academic Dismissal

Students may be dismissed from the MSON for any of the following reasons:

1. Cumulative GPA remains below a 2.5 for more than two consecutive semesters without improvement.
2. A second failure in a NUR course or HLH 2550, STA 2250 or ETH 3580 will result in dismissal
3. There may be no more than 3 courses repeated (from either withdrawal or earning less than 75%) and no more than 2 attempts for the same course
4. Due to the rigorous professional licensing requirements in the health professions and the state, the faculty and/or Academic Progression Committee reserves the right to recommend at any time the dismissal of a student due to physical or emotional health, conduct (see Professional and Ethical Conduct Policy), or academic standing.
5. Academic probation will be monitored by the Of delegate.
6. Dismissal letters will be sent out by the Office of the Dean or the Dean

Students who are dismissed may apply for admission to another college or school within the University. Notice of academic dismissal will be sent by email from the Office of the Dean or the Dean's delegate using the student Detroit Mercy email address.

Nursing students who are unsuccessful and dismissed from the nursing program, and have exhausted the appeal process, may not re-enter the same track at another time.

Incomplete Grade

https://www.udmercy.edu/life/policies/index.php

It is the student's responsibility to complete the coursework in time to meet the instructor. A petition for a grade of "I" is required and may be approved or disapproved at the discretion of the instructor. This grade is only appropriate at the end of the term when the majority of the coursework is completed but for serious reasons the student is unable to complete the remaining course requirements. "I" grades are not issued when the student stops attending or participating in the class.

If the instructor feels the awarding of an "I" is justified, she/he fills out an *Incomplete Grade Petition* reflecting the individual work to be completed and the due dates of that work. Both student and instructor sign the form which is submitted to the appropriate Dean or Dean's delegate. If the student does not complete the required work eight weeks after the end of the semester, the "I" grade is automatically changed to an "I/F" which is a failing grade and may result in Academic Warning, Academic Probation or Academic Dismissal (see corresponding handbook sections).

The deadline for completing an "I" grade may be extended at the discretion of the instructor of the course, the Dean of the college in which the course was taught, and the Dean of the student's college/school, **not to exceed one year** from the time the "I" grade was issued. Exceptions to the year deadline can only be granted by the Provost/Vice President for Academic Affairs based on the recommendation by the appropriate Dean(s).

Withdrawal

http://www.udmercy.edu/current-students/registrar/files/Registration_Form62009.pdf

Refer to the latest edition of the Schedule of Classes for the exact date to withdraw from a course section at 100% and the last day to withdraw from a course for the semester.

Students may drop a course in My Portal until the end of the 100% refund drop period.

- For full semester courses this is the first week of classes.
- If a course is dropped during the 100% refund period, no record of enrollment for the individual course will appear on the student's transcript.

After 100% refund add/drop week, a signed ***Change of Registration*** form is required.

- The form is completed on paper with your advisor and coll
- Instructor signature is not required for a drop.
- The form may be obtained from the Office of the Dean or the Office of the Registrar.
- The form needs to be processed by the Office of the Registrar.
- Students who withdraw after the 100% refund drop period through 75% of the course taking place will receive a **"W"** as a final grade for each course dropped.
- The last day to withdraw for each course section is listed in the Schedule of Classes within each course section.
- The course remains on the student's grade report and transcript with a **"W"** as the assigned grade.
- The course will

A

Leave of Absence

Resources for Non-Academic Issues

Students seeking guidance or resolution of non-academic issues should seek advice from the Detroit Mercy Dean of Students. Examples of issues which are non-academic are listed in the *Detroit Mercy Student Handbook*. Additional sources are listed below:

- Sexual Harassment policy http://www.udmercy.edu/hr/current-employees/sexual-harassment/index.htm
- Detroit Mercy Student Handbook http://www.udmercy.edu/life/policies/index.php
- CHP Honor Code/Honor Council https://healthprofessions.udmercy.edu/about/pph.php

McNichols Campus

- Student Life Office

releasing information to clinical preceptors and affiliate faculty without student consent, or as may be required by law.

- Not exploit professional relationships with students for private advantage; and refrain from soliciting the assistance of students for private purposes in a manner which infringes upon

Professional and Ethical Conduct Expectations

Students enrolled in University of Detroit Mercy nursing programs are expected to adhere to a standard of behavior consistent wit17

It is not possible to enumerate all forms of inappropriate behavior which would raise serious questions concerning a student's status as a health professional in tr

Medication Calculation

Students must demonstrate medication calculation competency as they progress through the nursing curriculum.

- Medication calculation exam will be given in particular semesters (see table below)
- Students must achieve a 90% or higher score to demonstrate competency
- Students shall have three (3) opportunities to demonstrate competency
- Failure to take an exam counts as an attempt
- When a 90% is not achieved, student must remediate with a math instructor prior to next scheduled exam
- Students who do not meet required competency will be not allowed to pass medications in the clinical setting resulting in inability to meet the clinical course objectives and failure of the clinical course
- Student will be withdrawn from clinical and corresponding lecture course effective the date of the third failure of the exam

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Detroit and Grand Rapids Traditional	Part-Time	Second Degree Option
#1 – 2nd year, Semester 2	#1 – Semester 1	#1 – Term I-A

- **Tutorials**

  ATI offers unique tutorials that teach nursing students how to think like a nurse, how to take a nursing assessment and how to make sound clinical decisions. Faculty may assign these to supplement and enhance your learning.

  - **Nurse Logic** is an excellent way to learn the basics of how nurses think and make decisions.
  - **Learning System** offers practice adaptive testing that approach NCLEX-style questions in specific nursing content areas that allow student apply the valuable learning tools from Nurse Logic. Faculty may assign these to supplement and enhance your learning.

ATI ~~Content Mastery~~ Assessments

Standardized Assessments will help the student to identify what they know as well as areas requiring active learning/remediation. There are practice assessments available to the student and required standardized proctored assessments that will be scheduled each semester.

Independent learning through ATI resources and the assessments (practice and proctored) will not always directly correspond with classroom instruction, but the combined processes will enhance the

Alcohol and Other Drugs Policy

https://www.udmercy.edu/life/policies/files/Student_Handbook.pdf

As an academic community rooted in the Jesuit and Mercy traditions, University of Detroit Mercy is committed to providing a safe, healthy learning community for all its members. Accordingly, the university expects all members of the community (students, faculty, and staff) to make responsible and legal decisions concerning the use of alcohol and other drugs.

Detroit Mercy believes that character development is a central part of the educational experience of college. As such, we value opportunities that challenge us all in areas of community responsibility, expression of values and connecting decisions with consequences. To foster an environment where such learning can take place, alcohol and other drug use that is against the law, contrary to the Detroit Mercy's mission will be fairly and consistently addressed. Behaviors that place the physical, mental, or emotional well-being in danger will not be tolerated.

In compliance with the Drug-Free Schools and Communities Act (DFSCA), the University has drafted this Detroit Mercy Alcohol and Other Drugs Policy (Detroit Mercy AOD Policy), which includes references to other University policies concerning alcohol and other drug use and summarizes certain legal penalties under federal law for the illegal possession or distribution of drugs and alcohol.

General Standards of Conduct for Alcohol and Other Drugs

The following standards apply to the entire university community (students, faculty, staff, and on-campus guests) in making determinations about alcohol and other drugs:

- Possession, consumption, and distribution of alcohol at any University campus or facility shall be in accordance with applicable local, state, federal laws, and applicable University policies; for international campuses, laws of the host country apply. Any possession, consumption, manufacture, sale, distribution or use of alcohol or other drugs in violation of the aforementioned laws or University policy is prohibited.
- All members of the University community, including staff, faculty, students, and visitors, shall be responsible for behaving in a manner that is not disruptive and does not endanger themselves or others.
- Whenever persons under 21 years of age can reasonably be expected to attend a University event or any event on the University premises, appropriate precautions shall be taken to restrict distribution and consumption of alcohol to individuals of legal drinking age.

Marketing and Communications

The following guidelines must be followed for all marketing practices involving alcohol and other drugs messaging at Detroit Mercy.

- The marketing of illegal substances is not permitted.
- Advertisements that encourage excessive or unhealthy consumption of alcohol or other drugs will not be permitted.
- Departments and organizations may not accept or create advertising that:
  - Encourages alcohol or other drug over-use (abuse) or emphasizes quantity and frequency of use
  - Portrays alcohol or other drugs as a solution to problems or necessary for stress relief or for social gatherings
  - Depicts images suggesting alcoholic beverages, such as a martini glass, umbrellas in drinks, beer bottles or kegs
  - Contains the price of alcohol, such as "$2.50
  - Includes such phrases as "all you can drink,"
  - Violates local, state, or federal laws, or supplemental University policies

- Acceptable alcohol advertisements must carry a disclaimer promoting responsible and sensible drinking practices. All advertisements must be approved by Student Life Office.

Students

All students enrolled at Detroit Mercy are expected to follow local, state, and federal laws concerning alcohol and other drugs. All students are also subject to additional, Uni sub tther csubce.

Family Educational Rights and Privacy Act (FERPA)

http://www.udmercy.edu/current-students/registrar/ferpa.php

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

At University of Detroit Mercy, the Registrar coordinates the inspection and review procedures for student education records which include admissions, personal, academic and financial files as well as cooperative education and placement files. No one outside the institution shall have access to information in a student's education record without the written granted in special circumstances to officials of other institutions in which students seek to enroll, persons or organizations providing students financial aid, accrediting agencies carrying out their accrediting function, persons in compliance with a judicial order, and persons in an emergency to protect the health and safety of students or other persons. A student may personally review their education records by providing a **written request** to the Registrar.

Disability and Accessibility Support Services

https://www.udmercy.edu/current-students/support-services/disability.php

The mission of Disability Support Services is to assist in creating an accessible community where student with disabilities have an equal opportunity to fully participate in all aspects of the educational environment. Because of our belief in the dignity of each person, and through compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act as amended in 2008, we strive to promote students' independence and to ens

Disability support services are available to currently enrolled students who have a documented disability that substantially limits them in one or more major life activities. Individuals eligible for services include, but ath f

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Social Media and Electronic Devices

https://www.udmercy.edu/faculty-

Office of Title IX

Detroit Mercy Title IX

Part IV - Clinical Policies and Competencies

Social Media and Electronic Devices - MSON

Students in clinical agencies are expected to follow all clinical agency policies regarding the use of technology. This includes all tools, computers, online platforms or software. Students are expected to adhere to the social media principles established by the American Nurses Association, which can be

Technical Standards for Nursing

https://healthprofessions.udmercy.edu/_files/pdf/Health_Record_Form.pdf

A candidate for the College of Health Professions must have the abilities and skills in six categories: observation, communication, motor, intellectual, stamina, and behavioral/social. Reasonable accommodation for persons with documented disabilities will be considered on an individual basis, but a candidate must be able to perform in an independent manner.

Alliance for Clinical Education and Placement Program (ACEMAPP)

www.acemapp.org

ACEMAPP is a secure, online, clinical rotation matching, student onboarding, and document storage solution for clinical sites, schools and consortia. ACEMAPP is a system to certify educational and healthcare institutions that students have completed certain requirements prior to the start of their clinical placement. This is a web-based online learning system and provides the vehicle for centralized record keeping of the HIPAA, OSHA, and Blood Borne Pathogens requirements that the health systems require. ACEMAPP System is also a centralized record keeping system for the student information and student's immunization, CPR, and TB

Students will be required to register and pay for ACEMAPP membership once a year. All students are required to continually update the ACEMAPP program on changes in their health status (including medications) which may impact vigilance, alertness, or patient safety.

An email will be sent to students via their Detroit Mercy email account which will enable a student to register and complete the mandatory exams.

Incoming prelicensure nursing students entering their first semester of the nursing curriculum will upload mandatory requirements that are outlined in the *Detroit Mercy/MSON Student Clinical Checklist* to the ACEMAPP website. Students who are not compliant will be administratively withdrawn from clinical courses by the Office of the Dean or delegate. The Dean's appointe

All students with mandatory requirements that expire during a semester must upload updated documents to ACEMAPP before the expiration of the mandatory requirement. Failure to do so will result in immediate removal APt frplacenur93 365adm(i)11(n)-8(i)11ical . Tr 0(s))-s4(n)7(email)10( )5(w)-5(ill-)10( )5(be)-7

Drug Screening - College of Health Professions

https://healthprofessions.udmercy.edu/_files/pdf/Drug_Screening_Policy_Procedure.pdf

Tuberculosis Status

Students must have documentation of current TB status, and will be annually required to update this screening. More frequent screening may be required by some clinical sites where exposure is more likely. Students may be required to obtain X-ray examinations every three (3) years if medically indicated.

Influenza

As of January 2007, the Joint Commission on Accreditation of Healthcare Organizations issued a standard for accredited organizations requiring influenza vaccine for their staff, volunteers, and licensed independent practitioners who have patient contact. All students must receive annual influenza vaccine by **October 15th of each year**.

Clinical Requirement/Delinquency Policy

Purpose

Detroit Mercy's undergraduate nursing program requires students to participate in clinical rotations with hospitals and other healthcare facilities in order to meet academic requirements. The facilities with which Detroit Mercy is affiliated for that purpose have specific requirements that must be met before a clinical group or cohort of nursing students can participate at their clinical sites. The handbook sets forth the requirements which include but are not limited to immunizations, assessments, drug testing, background checks, and any other site-specific documentation (clinical requirements). Detroit Mercy must give prior notice before the start of a clinical rotation and submit clinical requirements in a timely fashion to allow for processing of badges, computer access set up,

Equipment Required for Clinical Practicum

- xWatch with second hand; no smart watches
- xBandage scissors/trauma sheers
- xDouble bell stethoscope (any brand)
- xPen with permanent black ink
- x

MSON Uniform Code for Community and Psychiatric clinical courses; or other clinical sites where the MSON uniform is not required or allowed

Clothing – Business Attire

- Black colored knee length skirts or slacks with a waistline; secured at the waistline with a belt if needed (no low-rise, baggy or form-fitting garments, jeans or yoga pants).

Part V - General Information – Detroit Mercy and MSON

Academic Advising

The McAuley School of Nursing recognizes that the need for guidance continues throughout the learning process. The Assistant Dean of Student Academic Success and Outcomes or designee assigns a faculty advisor to each student. Students can see them by logging into Advisor's Portal. Academic advising in the McAuley School of Nursing is a shared responsibility between students and faculty members.

Change of Academic Advisor

Students in sophomore, junior and senior status (and their equivalents) in all tracks may request a change to their assigned advisor. Students should use the

Student Health Center –Detroit

https://www.udmercy.edu/life/health/clinic.php

Nurse practitioners and physician assistants are available for consultation and treatment for some health problems in the Detroit Mercy Student Health Center on the McNichols Campus (313.993.1185). Students seeking general medical attention also have the option of care at several Metro-Detroit outpatient clinics and hospitals. Students are required to avail themselves of health insurance either individually or through their families.

Counseling, Health & Wellness Center –Grand Rapids

https://www.aquinas.edu/resources/student-resources/counseling-health-wellness/health-center

Located in the Wege Student Center, lower level. Scheduled appointments are preferred, but walk-ins will be seen based on availability of provider. Call 616.632.2969 to make an appointment.

Counseling Services

Personal counseling –Detroit

https://www.udmercy.edu/life/health/counseling.php

Available to all students.

Psychology Clinic –University of Detroit Mercy, Detroit

http://liberalarts.udmercy.edu/programs/depts/psychology/clinic/index.htm

Students can be seen by advanced graduate students and faculty on a sliding scale, fee-for service basis. This clinic has convenient hours including evening appointments, call 313.578-0570.

Counseling –Grand Rapids

Student Communication

All students are assigned a Detroit Mercy email through My Portal. Detroit Mercy email addresses are used for all University communication. It is the students' responsibility to regularly access their email account for all information and announcements. The MSON also maintains a blackboard site (MSON Undergraduate Students) for Detroit and Grand Rapids students, which includes important information regarding policies, procedures, announcements, and scholarship opportunities.

Course Sites

University Honors Convocation

Honors Convocation is an annual event that celebrates the academic excellence and leadership of Detroit Mercy students. Outstanding MSON students are eligible for the following awards listed.

Martina Kuechle Nursing Scholarship Award - Detroit
Awarded to an individual in the traditional, pre-licensure program who demonstrates a dedication to the nursing profession, participates in extracurricular activities, collaborates with a wide variety of individuals, maintains good academic prowess, is willing to go above and beyond everything she did.

Mercy Heritage Scholarship Award – Detroit and Grand Rapids

Part V

Appendix A
Traditional BSN – Detroit

First Year				Second Year	
Term 1: 16 credits		Term II: 13 credits		Term I: 16 credits	Term II: 17 credits
BIO 2300 Principles of Human Anatomy & Physiology I (C1)	**3 cr**	**BIO 2320** Principles of Human Anatomy & Physiology II	**3 cr**		
BIO 2310 Principles of Human Anatomy & Physiology Lab I (C1)	**1 cr**	**BIO 2330** Principles of Human Anatomy & Physiology Lab II	**1 cr**		
CHM 1040 General, Organic and Biological Chemistry for the Health Sciences	**3 cr**	**SOC 1000** Intro to Sociology (C2)	**3 cr**		
MTH 1010 Algebra (B1)	**3 cr**	**CST 1010** Speech (A1)	**3 cr**		
ENL 1310 Academic Writing (A2)	**3 cr**	**PHL 1000**			
PYC 1000 Intro to Psychology (C2)	**3 cr**				
NUR 1000 Freshman Success	**0 cr**				

Appendix D
Second Degree Option (SDO) – Detroit

Course Sequence 7 Week Terms

Term I-A (11 Credits)	11	Term I-B (9 Credits)	20	Term II-A (8 credits)	28	Term II-B (8 credits)