

# College Catalog

2017-2018



Saint Luke's

College of Health Sciences

**Disclaimer**

Saint Luke's College of Health Sciences makes every effort to ensure the information contained within the College Catalog is accurate. However, changes may be needed from time to time as policies, processes and regulations are updated. Saint Luke's College of Health Sciences reserves the right to modify, update, amend, or supplement any portion of the College Catalog as deemed necessary. The catalog on the website for Saint Luke's College of Health Sciences is the official College Catalog.

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## Introduction

### History of the College

In 1903, Saint Luke's Hospital established a diploma school of nursing and offered a three-year program of coursework. Three students enrolled under the direction of Miss Eleanor Keely. Miss Virginia Pate was the first graduate of the diploma program in 1906.

There were many changes in the 1920s, including the relocation of the hospital. A nurses' residence was also built at what was then Mill Creek and 44th Streets. In 1946, a four-story building was built to accommodate classrooms, laboratories, a library, offices, and residence space for approximately 200 students. Then in 1972, the library was moved to the Helen F. Spencer Center for Education. The student residence was relocated to 4545 Washington Street in 1987.

In 1985, Saint Luke's Hospital School of Nursing faculty conducted an in-depth study of the issues and challenges facing nursing education in the 21st century. They concluded that nursing educators needed to offer a bachelor's degree, as national trends shifted away from diploma programs.

In the fall of 1991, the first class of students was admitted into the newly designed baccalaureate program. In 1992, the last diploma program class graduated, bringing the total number of diploma graduates to 3,047.

On August 29, 2010, the College was renamed Saint Luke's College of Health Sciences in conjunction with a change to a private, not-for-profit corporation status with Saint Luke's Hospital of Kansas City the single shareholder. The partnership between the Hospital and the College is critical to the continued success of the College.

In 2015, the master's degree in nursing and post-graduate APRN certificate program at Saint Luke's College of Health Sciences was fully accredited at the October 19-22, 2015 CCNE Board meeting.

- 1885 All Saints Hospital was opened at 10th and Campbell Streets.
- 1887 The training school for nurses was established.
- 1903 Saint Luke's Hospital was declared the legal successor of All Saints Hospital and the School of Nursing was established as a department of the Hospital. There were three students enrolled under the direction of Miss Eleanor Keely.
- 1906 Miss Virginia Pate was the first graduate of the diploma program.
- 1920 The School of Nursing relocated to a new hospital and a nurses' residence was built at the site, which was then on Mill Creek and 44th Streets.
- 1946 A four-story building was erected to accommodate classrooms, laboratories, library, offices, and residence space for approximately 200 students.
- 1972 The library was moved to the Helen F. Spencer Center for Education.
- 1991 The first class of students was admitted in the fall for baccalaureate nursing education at Saint Luke's College School of Nursing.
- 1992 The final class graduated from the diploma program culminating in 3,047 students having received their nursing diploma from Saint Luke's Hospital School of Nursing.
- 1994 The College received accreditation as a baccalaureate degree granting institution.
- 2010 The College Board adopted a master plan to grow the institution five-fold and become financially independent from the Hospital by 2015 (both goals were met by 2013).

- 2010 Eighteen classes have completed coursework resulting in 867 graduates from the BSN degree program.
- 2010 The College was renamed Saint Luke's College of Health Sciences in conjunction with a change to a private, not-for-profit, and corporation status.
- 2011 Saint Luke's College was moved from their location on Ward Parkway into a newly renovated building on Westport Road.
- 2012 The graduate program was launched with Adult-Gerontology Acute Care Nurse Practitioner and Nurse Educator Degrees and Certificates.
- 2015 RN-BSN was created for nurses in a fully online format.
- 2015 The master's degree in nursing and post-graduate APRN certificate program at Saint Luke's College of Health Sciences was fully accredited on February 2, 2015.
- 2017 A master's degree in Family Nurse Practitioner was started in the fall.

## Mission, Vision, Values

### Mission

Saint Luke's College of Health Sciences is an educational leader serving exceptional students pursuing undergraduate and graduate degrees in nursing and in additional health professions. As an independent institution of higher education closely affiliated with Saint Luke's Hospital, the College seeks to prepare health professions leaders to effectively meet the healthcare needs of diverse populations in complex organizations and in a variety of settings. A broad base of knowledge derived from general education studies is integrated into each program as a foundation for personal growth, professional education, and practice. A stimulating academic environment focuses on discovery, scholarship and practice to address societal needs for nursing and other healthcare services.

### Vision

Saint Luke's College of Health Sciences aspires to be a leading educational institution for preparing professionals in the healing arts. Further, we seek to continue our collaborative relationship with the region's quality leader, Saint Luke's Hospital, and the Saint Luke's Health System, thus affording our students leading-edge clinical educational opportunities. We envision growing to become a comprehensive College of health professions with students pursuing educational programs in multiple disciplines.

### Values

*Accountability* is being responsible for consistency and fairness in our thoughts and actions. *Integrity* is individual responsibility and equality through a mutual commitment to each other and to the College. *Knowledge* is preparation of intelligent, humble, and passionate caregivers for service to others. *Professionalism* is responsibly and efficiently demonstrating excellence to every population we serve. *Excellence* is consistent dedication to being the best. *Respect* is positive regard for each other through our actions and open and honest dialogue. *Leadership* is providing results through an efficient and ethical approach to our work.



## Academic Programs Offered

Undergraduate	Bachelor of Science in Nursing (BSN)	Hybrid
	Registered Nurse to Bachelor of Science in Nursing (RN-BSN)	Online
Graduate	Adult Gerontology-Acute Care Nurse Practitioner (AG-ACNP) MSN	Online + Practicums
	Family Nurse Practitioner (FNP) MSN	Online + Projects
	Nurse Educator (NE) MSN	Online + Projects
	FNP Second Master's Degree	Online + Practicums
	AG-ACNP Post-Graduate Certificate	Online + Practicums
	NE Post-Graduate Certificate	Online + Practicums

## Academic Calendar

### Fall 2017 (15 weeks)

Monday, August 28.....	Fall Semester Begins—All Programs
Monday, August 28.....	Tuition and Fees Due
Monday, September 4.....	Labor Day—No Classes Meet
Thursday, September 21.....	Midterm Grades Due for First 7.5-Week Courses
Friday, September 29.....	Midterm Grades Due for 10-Week Courses
Friday, October 13.....	Midterm Grades Due for 15-Week Courses
Wednesday, October 18.....	Final Grades due for First 7.5-Week Courses
Wednesday, October 18.....	First 7.5-Week Courses End
Thursday, October 19.....	Second 7.5-Week Courses Begin
Friday, November 3.....	10-Week Courses End
Monday, November 6.....	5-Week Courses Begin
Wednesday, November 8.....	Final Grades Due for 10-Week Courses
Monday, November 13.....	Midterm Grades Due for Second 7.5-Week Courses
Monday, November 20-Friday, November 24.....	Thanksgiving Break—No Classes Meet
Wednesday, November 29.....	Midterm Grades Due for 5-Week Courses
Monday, December 11-Thursday, December 14.....	Final Exams
Friday, December 15.....	Last Day of Semester
Saturday, December 16.....	Commencement
Wednesday, December 20.....	Final Grades Due

### Spring 2018 (15 weeks)

Monday, January 8.....	Spring Semester Begins—All Programs
Monday, January 8.....	Tuition and Fees Due
Monday, January 15.....	Martin Luther King Day—No Classes Meet
Thursday, February 1.....	Midterm Grades Due for First 7.5-Week Courses
Friday, February 9.....	Midterm Grades Due for 10-Week Courses
Friday, February 23.....	Midterm Grades Due for 15-Week Courses
Wednesday, February 28.....	Final Grades due for 7.5-Week Courses
Wednesday, February 28.....	First 7.5-Week Courses End
Thursday, March 1.....	Second 7.5-Week Courses Begin
Monday, March 12-Friday, March 16.....	Spring Break—No Classes Meet
Friday, March 23.....	10-Week Courses End
Monday, March 26.....	5-Week Courses Begin
Wednesday, March 28.....	Final Grades Due for 10-Week Courses
Friday, March 30.....	Good Friday—No Classes Meet
Monday, April 2.....	Midterm Grades Due for Second 7.5-Week Courses
Wednesday, April 4.....	Midterm Grades Due for 5-Week Courses
Monday, April 23-Thursday, April 26.....	Final Exams
Friday, April 27.....	Last Day of Semester
Saturday, April 28.....	Commencement
Thursday, May 3.....	Final Grades Due

### Summer 2018 (15 weeks)

Monday, May 7.....	Summer Semester Begins—All Programs
Monday, May 7.....	Tuition and Fees Due
Monday, May 28.....	Memorial Day—No Classes Meet
Wednesday, June 27.....	First 7.5-Week Session Ends
Thursday, June 28.....	Second 7.5-Week Session Begins
Monday, July 2-Friday, July 6.....	Summer Break—No Classes Meet
Friday, August 24.....	Summer Session Ends

## Add/Drop/Withdrawal and Tuition/Fee Dates

<b>Add/Drop/Withdrawal Dates</b>					
<b>Fall 2017 August 28-December 15</b>					
	<b>Full Semester Course</b>	<b>First 7.5-Week Course</b>	<b>Second 7.5-Week Course</b>	<b>10-Week Course</b>	<b>5-Week Course</b>
Last Day to Add/Drop	1-Sep	30-Aug	23-Oct	30-Aug	7-Nov
Last Day to Withdraw	10-Nov	28-Sep	15-Nov	13-Oct	1-Dec
<b>Spring 2018 January 8–April 27</b>					
Last Day to Add/Drop	12-Jan	10-Jan	2-Mar	10-Jan	21-Mar
Last Day to Withdraw	23-Mar	8-Feb	5-Apr	23-Mar	9-Apr
<b>Summer 2018 May 7–August 24</b>					
Last Day to Add/Drop	11-May	9-May	9-Jul	n/a	n/a
Last Day to Withdraw	20-Jul	7-Jun	6-Aug	n/a	n/a
<b>Tuition/Fees Dates</b>					
<b>Fall 2017 August 28–December 15</b>					
Tuition and Fees Due	28-Aug	28-Aug	28-Aug	28-Aug	28-Aug
Last date for 100% refund	1-Sep	30-Aug	23-Oct	30-Aug	7-Nov
Last date for 75% refund	15-Sep	8-Sep	27-Oct	9-Sep	n/a
Last date for 50% refund	22-Sep	15-Sep	3-Nov	15-Sep	17-Nov
<b>Spring 2018 January 8–April 27</b>					
Tuition and Fees Due	8-Jan	8-Jan	8-Jan	8-Jan	8-Jan
Last date for 100% refund	12-Jan	10-Jan	2-Mar	10-Jan	21-Mar
Last date for 75% refund	26-Jan	19-Jan	9-Mar	19-Jan	n/a
Last date for 50% refund	2-Feb	26-Jan	23-Mar	26-Jan	6-Apr
<b>Summer 2018 May 7–August 24</b>					
Tuition and Fees Due	7-May	7-May	7-May	n/a	n/a
Last date for 100% refund	11-May	9-May	9-Jul	n/a	n/a
Last date for 75% refund	25-May	18-May	13-Jul	n/a	n/a
Last date for 50% refund	1-Jun	25-May	20-Jul	n/a	n/a

## **Institutional Policies**

### **Principal Purposes**

The College employs multiple modes of instructional delivery, supports a curriculum that enhances critical thinking; promotes high quality, safe, evidence-based practice; develops leadership potential; fosters a community service orientation and encourages lifelong learning. For this reason, the principal purposes of the College shall be to:

1. Facilitate academic excellence and clinical competence through general education and health sciences.
2. Prepare graduates to utilize theoretical knowledge and skills in meeting the needs of individuals and groups in various health care settings.
3. Prepare graduates to become responsible health care professionals practicing within legal, ethical and professional standards.
4. Employ faculty who demonstrate excellence in education through quality instruction, community service and scholarly endeavors.
5. Provide opportunities that foster personal and professional growth for life-long learning.
6. Ensure academic excellence through ongoing evaluation.
7. Facilitate opportunities for students and faculty to participate in community activities and gain an appreciation of community involvement.
8. Receive contributions or grants from any and all sources to be used for the foregoing purposes.

### **Institutional Statement of Diversity**

Saint Luke's College of Health Sciences has a long standing commitment to diversity by:

- Building an environment that values and respects every person, regardless of age, sex, race, cultural background, religion, nationality, veteran status, pregnancy or disability;
- A policy of non-discrimination and equal opportunity that extends to all constituents, including students, faculty, staff and community and includes the principles of access, equity and diversity;
- Making a positive contribution to the nation's efforts to achieve true equality of opportunity and seeking to ensure a positive, supportive climate in which all individuals are valued;
- Implementing recruitment efforts directed specifically to diverse populations; and
- Incorporating curriculum concepts and activities that value culture and diversity.

### **Non-Discrimination Policy**

Applicants for admission and employment, students and employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Saint Luke's College of Health Sciences are hereby notified that this institution does not discriminate on the basis of race, color, gender, religion, age, class, ethnic or national origin, ancestry, sex, sexual orientation or gender identity, disability, pregnancy, institutional status, military status, or other legally protected status in admission or access to, of treatment or employment in, its programs and activities.

Any person having inquiries concerning compliance by Saint Luke's College of Health

Sciences with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact the College president, the Title IX coordinator, the dean of students, or director of financial aid at 624 Westport Rd, Kansas City, Missouri 64111, 816-936-8700, who have been designated by Saint Luke's College of Health Sciences to coordinate the institution's efforts to comply with the regulations implementing Title VI, Title IX, and Section 504. Inquiries may also be addressed to the Assistant Secretary for Civil Rights, U.S. Department of Education.

### **Access to Student Records**

The Family Education Rights and Privacy Act of 1974, Title 20 of the United States Code, Section 123g (FERPA) as amended provides former and current students of Saint Luke's College of Health Sciences with specific rights as related to their academic records. A full description of your rights under FERPA is available in the Student Handbook online.

### **Campus Safety**

In the event that SLCHS becomes aware of a situation that poses a risk to the safety and security of the College community, the Security Office will issue a Campus Safety Alert through various media to advise the campus of potentially dangerous or important safety information.

## **Accreditation and Approval**

### **Accreditation**

Saint Luke's College of Health Sciences is accredited by The Higher Learning Commission (HLC):

230 South LaSalle Street, Suite 7-500  
Chicago, Illinois 60604-1411  
info@hlcommission.org

The baccalaureate degree program in nursing, master's degree in nursing and post-graduate AG-ACNP certificate at Saint Luke's College of Health Sciences are accredited by the Commission on Collegiate Nursing Education (CCNE):

One Dupont Circle, NW Suite 530  
Washington, DC 20086  
www.aacn.nche.edu/ccne-accreditation

### **Approval**

The BSN degree program at Saint Luke's College of Health Sciences is fully approved by the Missouri State Board of Nursing. Completion of the Saint Luke's College of Health Sciences BSN degree may not guarantee issue of licensure.

In compliance with the Missouri Nurse Practice Act (Chapter 335 of the Missouri Statutes, section 335.066), nursing program applicants should be aware that the Missouri State Board of Nursing may refuse to issue a license for specific reasons related to moral turpitude, intemperate use of alcohol or drugs, or conviction of a crime. Admission to and graduation from the BSN program does not guarantee eligibility for state licensure. Any candidate for licensure who has been charged or convicted of a misdemeanor or a felony will be required to submit documentation of the court proceedings for that charge or conviction to the State Board of Nursing of the state in which licensure is sought. The Missouri State Board of Nursing determines who is eligible to take the licensing examination. Questions may be directed to:

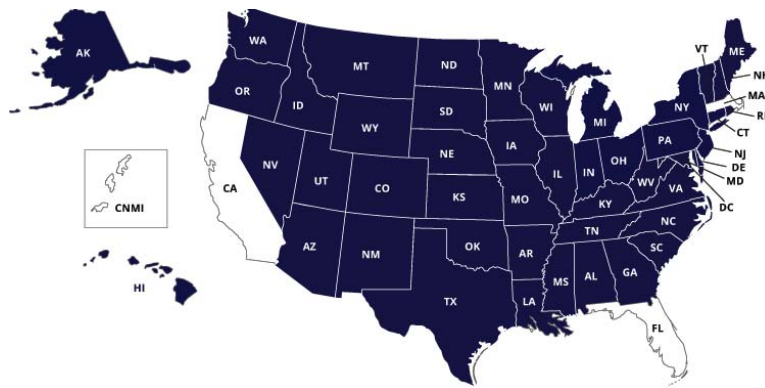
Missouri State Board of Nursing  
3605 Missouri Blvd  
Jefferson City, MO 65102  
573-751-0681 | [www.pr.mo.gov/nursing.asp](http://www.pr.mo.gov/nursing.asp)

Saint Luke's College of Health Sciences (SLCHS) must comply with a state's regulations before any educational activity can occur within that state. Those regulations determine whether SLCHS may offer you a place in a course or program.

SLCHS participates in the National Council of State Authorization Reciprocity Agreement (NC- SARA). Missouri became a SARA state in December 2014. Saint Luke's College of Health Sciences became a SARA institution in July 2015. This allows students from NC-SARA approved states to enroll in:

- Online degree programs, certificates and endorsements that include internships, externships, co-ops, field experiences, student teaching, and clinical placements, and
- Campus-based courses with out-of-state internships, externships, co-ops, field experiences, student teaching and clinical placements

Members of SARA are highlighted in blue on the NC-SARA map (below, as on January 30, 2017).



## Academic Policies and Regulations

### Academic Integrity Policy

The authority and responsibility for making decisions regarding academic dishonesty and its penalties lie with the faculty member in the course involved, the Student Appeals, Conduct and Grievance Committee, the program director, the academic dean and the president of the College.

Academic integrity means honesty and ethical behavior in scholarship and in all academic, clinical, and laboratory settings. As stated in the College Catalog, all College members are expected “to adhere to the code of academic integrity and practice standards of civil and professional behavior.” Students are responsible for knowing and observing the student conduct expectations, for demonstrating honesty and ethical behavior in all scholarly activities, and for being truthful in all academic communication.

Administration, faculty, and staff are also responsible for fostering a culture and expectation of academic integrity. No one will assist or facilitate another in academic dishonesty or attempting academic dishonesty. Academic dishonesty is defined as any violation of academic integrity. The list of possible violations that follows is not all-inclusive, but serves as a guide to the most frequent forms of academic dishonesty.

**Plagiarism:** Is presenting another’s work as your own. This includes using another’s words, ideas, or sentence structure without properly citing the other person’s work. Plagiarism includes:

- Submitting work that is similar or identical to that of another person without proper citation and referencing
- Facilitating or allowing anyone else to plagiarize
- Using one’s own previous work
- Copying from a written, online, or verbal source without proper citations and references
- Working in collaboration with others without proper credit assigned to all members of the group

**Cheating:** Is taking or trying to take an examination or test in a dishonest manor or completing an assignment in a dishonest manor. Cheating includes:

- Copying another’s assignments or test answers
- Obtaining test questions/answers in advance of an exam
- Reproducing or publishing exams
- Using unauthorized equipment or materials in any coursework
- Communicating with others during exams
- Doing assignments or taking exams for others
- Sabotaging or stealing the assignments of others
- Unauthorized collaboration on assignments/tests
- Submitting one’s own work for more than one course without authorization
- Purchasing or selling course work or exams
- Facilitating or allowing anyone else to cheat

**Fabricating:** Is falsifying content included in one’s assignment, academic documents, or need for academic accommodations. Fabricating includes:

- Contriving or making up information
- False citations, false data, false information used in any assignment

- Forging or falsifying academic records
- Misrepresentation of credentials
- Being dishonest about need for special accommodation, consideration, or extensions
- Facilitating or allowing anyone else to fabricate.

**Misuse of electronic materials and academic property:** Is malicious actions that result in improper use of electronic resources or damage of College property. Misuse of electronic materials and academic property includes:

- Sharing log in or access to College computer system
- Unauthorized use of College documents and files
- Unauthorized recording
- Copyright violations
- Large scale downloading
- Facilitating or allowing anyone else to misuse electronic materials and academic property

## **Consequences**

### **Plagiarism**

#### *For a First Offense*

- The assignment will be awarded zero (0) points with opportunity for resubmission with a 20% grade deduction.
- If the program director determines that no plagiarism has occurred, no action will be taken and the course faculty will grade the assignment with no academic penalty.
- The student will be counseled about plagiarism.

#### *For a Second Offense*

- The assignment will be awarded zero (0) points with no opportunity for resubmission.
- The student violation will be analyzed by the program director and discussed with the academic dean and a mandatory hearing with the Student Appeals, Conduct and Grievance will be scheduled after notification to the dean of students from the program director.
- The student will be notified that a third violation will be a dismissal from the College.

#### *For a Third Offense*

- The student may be dismissed from the College.
- If the student wishes to appeal, the student needs to request a meeting in writing with the appropriate academic dean.
- If the student then wishes to appeal further, the student needs to request a meeting in writing with the president.
- All decisions by the president will be final and not subject to further appeal.

### **Cheating or Fabricating**

#### *For a First-Time Offense for Cheating or Fabricating*

- The assignment will be awarded zero (0) points.
- If the program director determines that no cheating or fabrication has occurred, no action will be taken and the course faculty will grade the assignment with no academic penalty.

#### *For a Second Offense*

- The assignment will be awarded zero (0) points with no opportunity for resubmission.
- The student violation will be analyzed by the program director and discussed with the academic dean and a mandatory hearing with the Student Appeals, Conduct and Grievance



- Student will be notified that a third violation will be a dismissal from the College.

#### *For a Third Offense*

- The student may be dismissed from the College.
- If the student wishes to appeal, the student needs to request a meeting in writing with the academic dean.
- If the student then wishes to appeal further, the student needs to request a meeting in writing with the president.
- All decisions by the president will be final and not subject to further appeal.

### **Misuse of Electronic Materials and Academic Property**

#### *Notice of Disciplinary Action*

The College will provide students with written notice of any disciplinary action regarding the Misuse of Electronic Materials and Academic Property. Such notice will be delivered to the student by Saint Luke's College email. The notice to the student will include a brief written statement of the facts serving as the basis for the disciplinary action. Each incident will be treated on an individual basis.

### **Academic Grievance and Appeal Policies**

Saint Luke's College of Health Sciences recognizes the importance of providing a prompt and efficient procedure for fair and equitable resolutions of an appeal or grievance. The primary purpose of the Appeal and Grievance Policy and Procedures is to ensure that students have the opportunity to present appeals and grievances to the appropriate College faculty and/or administration and that the College has a consistent way of resolving those appeals and grievances in a fair and timely manner. Accordingly, students are encouraged to use the grievance or appeal without fear, prejudice, or reprisal for initiating the process or participating in its resolution.

The Appeal and Grievance Policy and Procedures are only available to a student when no other specific policy or procedure is available. For example, procedures for appealing grades are found in the Appeal of a Grade section and procedures for addressing sex discrimination and sexual harassment are published along with the College's Title IX: Non-Discrimination and Harassment Policy in the Student Handbook. Further, the Grievance Policy and Procedures cannot be used as an additional avenue for appealing an issue that has already been resolved pursuant to a different set of College procedures. If the appeal is concerning a dismissal from the College, the dismissal will be delayed until the grievance/appeal process is completed and a decision is made.

For the full description of College's Academic Grievance and Appeal Policy, please refer to the Student Handbook. You can also contact the dean of students if you have further questions about the Academic Grievance and Appeal Policy. Also please consult the Student Handbook for the full description of the Non-Academic Grievance and Appeal Policy.

### **Dismissal from the College**

#### **BSN Program**

A student may be dismissed from the undergraduate BSN program at Saint Luke's College for the following reasons:

- A student does not enroll for two consecutive semesters, excluding the summer term.
- A student fails to complete the nursing curriculum in four calendar years.
- A student fails to achieve a satisfactory grade in a repeated nursing course, including elective courses.
- A student withdraws from more than three nursing courses.
- A student who receives unsatisfactory grades in any two nursing courses throughout the curriculum will be dismissed from the program. Although a student who received an unsatisfactory grade in a course may retake the course and earn a passing grade, the original grade will still be counted in the dismissal policy.
- Additional reasons for dismissal appear in the Academic Policies section of the catalog.

### ***Graduate Program***

A student may be dismissed from the Graduate Program for the following reasons:

- Failure to maintain continuous enrollment.
- A student fails to complete the nursing curriculum in seven calendar years.
- A student fails to achieve a satisfactory grade of B or higher in a repeated course, including electives.
- A student receives an unsatisfactory grade of C in any two courses throughout the curriculum.
- Although a student received an unsatisfactory grade of C in a course and may retake that course and earn a passing grade, the original grade will still be counted in the dismissal policy.
- A student may withdraw from a maximum of three courses.

### **Student Conduct Incident Policy**

Saint Luke's College is an academic community whose fundamental purpose is the pursuit of knowledge. It is believed professional conduct is essential to the success of this educational mission, and that without it, learning is compromised. The value of a degree conferred by an institution is based on the beliefs that graduates earn their degrees honestly and that graduates have acquired the knowledge and skills consistent with their degree goals. The student conduct expectations are to promote personal responsibility and accountability, encourage students to consider the impact of their actions, empower students to address any conflict in a safe respectful manner and collaborate with faculty, staff, students, and the campus community. The College accepts this responsibility to the community and to the health professions by expecting all College members to adhere to the code of academic integrity and practice standards of civil and professional behavior. Expectations of student behavior are listed in the College catalog.

All forms of professional misconduct are prohibited and could result in disciplinary action including possible suspension and/or dismissal. It is expected that those who observe incidents of misconduct report such incidents as soon as possible.

The Just Culture concept and algorithm will be followed. To learn more about The Just Culture visit [www.justculture.org](http://www.justculture.org). Violations include but are not limited to:

- Uncivil behavior disruptive to the educational process
- Consistently missing deadlines
- Repeatedly arriving to class late, leaving early, or otherwise coming and going during class
- Sleeping in class
- Using electronic devices during class for purposes unrelated to the course
- Failure to turn cell phones off during class

- Bringing infants and children to class
- Conducting side conversations during class
- Dominating discussions during class

#### *Discourteous, Disrespectful and Impolite Behavior*

- Use of profanity
- Rudeness, belittling, or use of loud or judgmental tone
- Taunting, harassing, hazing, or bullying
- Yelling, threatening behavior or words, personal attacks, or unfounded accusations
- Use of racial, ethnic, sexual, disability or other discriminatory slurs
- Imposing physical harm on faculty, students or other persons
- Intentionally destroying property
- Violation of the College Weapons Policy found in the Student Handbook
- Violation of the College Substance Abuse Policy found in the Student Handbook

#### *Unethical/Unsafe Professional Behaviors*

- Inadequate preparation for clinical experience
- Failure to properly notify faculty or unit of a clinical absence
- Dishonesty in any form, including lying, furnishing false information, forgery, alteration, falsification, reporting fabricated information, or any other unauthorized use of College documents, academic or other official records, identification, or property, which includes, but is not limited to, paper, examinations, registration or financial aid materials, application forms, reports, forms, checks, or other records.
- Breach of client confidentiality
- Unsafe Nursing Practice
- Violation of the American Nurses Association's Code of Ethics for Nurses
- Violation of signed academic integrity statement

### **Definition of Unsafe Nursing Practice**

Unsafe nursing practice is behavior inconsistent with that expected of a reasonably prudent registered nurse and that has the potential to cause physical or emotional harm to the client. Nursing students will perform within the level of their competency, be aware of limitations of their knowledge, have sound rationale for nursing care, and ask for assistance when performing any tasks outside of their level of knowledge or competency.

### **Student Appeals, Conduct and Grievance Committee**

The program directors and/or the dean of students will request that a Student Appeals, Conduct and Grievance Committee be formed when deemed necessary following review of a student conduct incident. This committee will function as a standalone committee when necessary. A good faith effort will be to resolve any student incident prior to convening the Student Appeals, Conduct and Grievance committee.

### **Consequences**

After investigation, a student that is deemed to have committed a violation The Just Culture Algorithm will be followed in making decisions about consequences. If it is decided that the student acted with: reckless disregard, caused unjustifiable risk or harm to self, fellow students, patients or the College or has violated the Code of Conduct and individual policies then the following consequences will be applied. This sequence will be followed unless the violation

is deemed serious enough to warrant a written warning or dismissal from the College.

#### *First offense*

- The dean of students or the program director will schedule a counseling session with the student which will include a verbal warning for first offenses, except in cases where the nature of the offense is considered serious enough to warrant a written warning or discharge.

#### *Second offense*

- The dean of students or the program director will schedule a meeting with the student. A written warning will be given for second offenses or initial offenses too serious for a verbal warning but that do not warrant dismissal from the College.
- The student should sign this warning and a copy should be given to him/her. One copy will be retained by the dean of students or program director and another copy sent to the dean of students or program director who was not present at the meeting. If the student refuses to sign the warning, a witness should be secured to note the refusal by signing in the appropriate place.
- The dean of students or program director is required to explain the student's grievance rights at the time the warning is given. A written warning should include a statement indicating that further violations of College policy or procedures may result in additional disciplinary action or possible dismissal from the College. Specifically stating the next action to be taken or setting specific time limits should be avoided.

#### *Third offense*

- The student may be dismissed from the College.
- If the student then wishes to appeal further the student needs to request a meeting in writing with the academic dean.
- If the student then wishes to appeal further, the student needs to request a meeting in writing with the president.
- All decisions by the president will be final and not subject to further appeal.

## General Requirements for a Degree

Responsibility for meeting all graduation requirements rest with the student. Through faculty, advisors and administration, Saint Luke's College of Health Sciences makes every effort to advise students well.

All candidates for a degree must meet the total credit hours requirement for their degree. Undergraduate students require a minimum of a 2.0 cumulative grade point average and graduate students are required to have a 3.0 minimum cumulative grade point average.

The BSN degree requires students to complete 124 total credit hours, including 63 general education/support course hours transferred from accredited institutions, plus 61 nursing credit hours taken exclusively at SLCHS.

The RN-BSN requires students to complete 120 total credit hours including a 54-60 general education/support course hours transferred from accredited institutions, a limit of 36 nursing credit hours transferred from previous diploma/associate degree programs, and 30 nursing credit hours taken exclusively at SLCHS for a total of 120 credit hours.

The MSN is for students who are RNs and who have a BSN degree. The total hours for the MSN degree are 45 credit hours for the Nurse Educator (NE) and 46 total credit hours for both the Adult Gerontology-Acute Care Nurse Practitioner (AG-ACNP) and the Family Nurse Practitioner (FNP).

Proposals for waiver of substitution of requirements in the degree field must be approved by the division chairperson, and/or the academic dean of the program. Course prerequisites may be waived by the course instructor.

## **Class Attendance/Withdrawals**

### **Withdrawal from the College**

A student may withdraw from Saint Luke's College of Health Sciences at any time. The official date of the withdrawal is used to compute tuition and financial aid. A grade of W for withdrawal is recorded on the academic record for the semester. As designated by policies, the transcript will state if the student is dismissed from the nursing program.

To officially withdraw from the College, a student must obtain a Student Withdrawal form from the registrar. The form must be completed and returned to the registrar, and the student must get all signatures from the appropriate offices. Verbal communication to individual instructors of intent to withdraw or failure to attend classes is not considered an official withdrawal. Notification of the student's withdrawal is sent to each course instructor by the registrar. At this time, the registrar shall also notify the director/academic dean, bursar, financial aid, dean of students and academic advisor.

### **Class Attendance/Administrative Withdrawal**

Regular class attendance is essential to student success. In the event of an absence, students are responsible for material presented and for any announcements made regarding changes in schedule, content, location, or similar information. Individual course policies regarding instructor notification, tardiness, coursework makeup provisions, and any associated grade penalties are determined by faculty for each course.

At the end of week two of when classes begin, directors and deans will report to the registrar any student who has not attended class sessions. If a student has not attended any class session by week two, the registrar shall administratively withdraw the student from the course. If a student has not attended all courses during this period, the registrar shall complete an administrative withdrawal and completely withdraw the student from all classes. The financial aid and business office will determine if aid or amount due will need to be canceled and/or adjusted.

A financial aid exit interview is required if the student received financial aid while enrolled at the College and the student identification badge must be returned.

### **Leave of Absence**

A student who is in good standing at the time of departure may request a Leave of Absence form. A leave of absence will not exceed two consecutive semesters, including summers. Students requesting a military leave of absence will be granted until completion of service. Military students must register for the fall or spring semester immediately after completing military service. Students complete a Leave of Absence form with the dean of students.

### **Official Correspondence**

Every student is assigned an electronic email account. This email account is the official source for distribution of information to College constituents. Students should check their email daily. To access email from home with a College email address, please access [email.saintlukescollege.edu](mailto:email.saintlukescollege.edu).

## Enrollment Status

Full-time status is defined as enrollment in 12 or more credit hours for undergraduate students and enrollment in nine or more credit hours for graduate students. Part-time status is defined as less than full-time.

For undergraduate nursing students who have earned 96 credit hours toward completion of the nursing major will be accorded senior standing. All other students admitted and enrolled in the BSN degree program shall have junior standing.

Enrollment status for academic and financial aid purposes:

Student Level	Full Time	3/4 Time	1/2 Time	Less than 1/2 time
Undergraduate	12+	9-11	6-8	1-5
Graduate	9+	NA	5-8	NA

Audit credits, independent study/correspondence courses, non-credit courses, credit-by-exam, and credit by prior experience courses do not apply for financial aid purposes.

## Classification of Students

J1 Student .....BSN undergraduate student in their first semester of study.

J2 Student .....BSN undergraduate student in their second semester of study.

S1 Student .....BSN undergraduate student in their third semester of study.

S2 Student .....BSN undergraduate student in their fourth semester of study.

RN and MSN Student.....Classified as either in RN program or MSN program.

Students in the RN-BSN program have an option where they can take up to 12 hours of MSN credit to count towards both their BSN and MSN degrees. RN students need to apply for this accelerated program. Find more information in the Advanced RN-BSN section of this catalog.

## Semester Credit Hour

In accordance with federal regulations, Saint Luke's College of Health Sciences defines a credit hour in accordance with federal requirements set forth under 34 CFR Section 600.2 and 600.24. As such, the College utilizes the Carnegie Unit, an accepted unit of measurement under federal regulations, for calculating a credit hour. Based on this method, one unit of credit equates to one hour of instructional time and two hours of homework.

- In a face-to-face course, instructional time is calculated as 100 percent of face-to-face time.
- In hybrid courses instructional time is calculated as 51% of face to face or greater, and the online portion is not to exceed 49 percent.
- In fully online courses the delivery method is fully online but may include up to 25 percent synchronous online meetings.

Online instructional activities include:

- Time spent in live instruction (synchronous or instructor led online time)
- The number of online screens viewed in course (calculated 3-5 minutes per screen)
- The run-time for required media assignments will be calculated on a 1:1 ratio seat time

- Links to external learning resources are calculated by the average time to consume the content
- Assignments include time spent in online instructional assignments and activities (not homework) such as group discussions, online group project work, social media sites for group discussion/participation, student-teacher interaction

### **Distinguished Honors**

The Bachelor of Science in Nursing degree is conferred upon those individuals who have completed the requirements for graduation during the current semester. Graduates making no grade lower than a C in any course, as recorded on the transcript, and earning a cumulative grade point average in the following categories will be recognized:

- 3.90 or above will graduate Summa Cum Laude
- 3.75 to 3.89 will graduate Magna Cum Laude
- 3.50 to 3.74 will graduate Cum Laude

The final eligibility of students for commencement honors shall be determined on the basis of the student's credit hour totals and grade point average after completion of the first ten weeks of the final semester. Only the course work accepted in transfer towards your degree program will be calculated with your SLCHS courses to calculate the total cumulative grade point average.

### **Dean's/President's List**

Each semester, full-time candidates for a Bachelor of Science in Nursing degree with a semester grade point average from 3.5-4.0 qualify for one of the following academic honors:

- President's List: Students who achieve 4.0 semester grade point average
- Dean's List: Students who achieve between a 3.5-3.99 grade point average

Students may view their honors listed on their academic transcript after each semester through mySLC: Self-Service.

### **Graduation**

A student must complete an application to graduate with the registrar at least one semester prior to the expected graduation date. The application to graduate will be forwarded to the program director to verify that all requirements for graduation will have been met. The registrar will post all degrees earned after verification of all degree requirements met.

BSN and MSN degree students must also complete the state/federal licensing/transcript forwarding information with the registrar. After posting all BSN degrees, the registrar will send final academic transcripts to the appropriate State/Federal Board Licensing Offices within one week of degree completion.

### **Commencement**

Commencement is held on the first Saturday following the last day of the fall/spring semesters. Students who are finished with degree requirements after the summer semester may participate in the spring commencement ceremony if they are within 6-8 credit hours of completing their degree requirements.

Students who have a financial hold may participate in the commencement ceremony, but official transcripts and the diploma will be held until their account is settled with the business office.



## Add/Withdraw/Drop a Course

Students wishing to add, drop, or withdraw from a course must obtain approval from the course instructor as well as their academic advisor. During specified periods each semester, students may add, drop, or withdraw from a course. Dates and deadlines are posted on the SLCHS website.

To add or drop a course, students must complete the Add/Drop/Withdraw form available on the College website, or from the registrar.

The form must be completed with appropriate signatures attained, and turned in to the registrar's office by the student before the transaction is considered official.

The date the form is turned in to the registrar is considered the official date of the transaction.

### Adding

Courses may not be added after the first one-eighth of the class schedule.

### Dropping

Courses may not be dropped after the first one-eighth of the class schedule. (1 week for a 15-week and 10-week course, and two days for a 7.5 - or 5-week course). If a student decides to stop participating in a course AFTER the drop deadline has passed, it is defined as withdrawing from a course. If a student drops a course, the course will have a notation of DR on their transcript.

### Withdraw

Students may withdraw from a course without grade assessment up to and including completion of two-thirds of the class schedule. A student may withdraw from a maximum of three courses throughout their program of study. The completed form, with the signature of the academic advisor, must be forwarded to the registrar by the student. If a student withdraws from a course, the course will be included on their transcript with a notation of W. This W indicates the student attempted the course but withdrew prior to completing the course. W's do not count towards a student's GPA.

- 15-week/10-week course, up to completion of the tenth week of class
- 7.5-week class up to 5 1/2 weeks into the course
- 5-week class up to 3 1/2 weeks into the course
- Rarely are students permitted to change course sections after enrolling in a course. Students are responsible for obtaining all necessary faculty and advisor signatures prior to requesting a section change.

## Auditing a Course

Currently enrolled students may audit a nonclinical nursing elective provided the prerequisites for the course have been met. After the initial registration is completed, a student may not change class status either from audit to credit or credit to audit. Enrollment priority will be given to students taking the course for credit. Course tuition and fees for credit and audit are the same. A course enrollment, class attendance and scope of class participation will be at the discretion of the lead teacher.

## **Independent Study**

Independent study provides the student with the opportunity to complete a course outside the curriculum or outside the regular course schedule. Independent study for an approved course will carry the same number of credit hours. A student must have a cumulative grade point average of 3.25 to take an independent study. An Independent Study Approval form must be completed and signed by the program director and placed in the student's file in the Office of the Registrar. Independent study is subject to approval by the program director and academic dean and to the availability of a faculty member to supervise the study for the course.

## **Directed Study**

A directed study provides students the opportunity to take a course not offered during the semester for which they are currently enrolled. Directed study for an approved course will carry the same number of credit hours and requires the approval of the course instructor, program director and appropriate academic dean.

## **Course Waivers and Substitutions**

For all academic degree programs, all course waiver/substitution requests must have the approval of the College's program director or dean at the time of registration or including the end of the add/drop period (including all signatures and dates) in order for the registrar to process the request. The registrar will process only course waiver/substitution requests that have complied with this procedure. In order to take a course out of sequence, a request must be approved by the director or dean before the end of the add/drop period.

## **Incomplete Grade**

A student must be in good academic standing in a course to be eligible for an incomplete grade. A student cannot enroll in a course if he or she has an incomplete grade in a prerequisite course. An incomplete grade may be given at the discretion of the course faculty instructor when all course requirements have not been met and there is reason to believe that the student will be able to complete the work within one semester. The incomplete grade will be changed to an F for failing grade if the required work is not completed by the end of the following semester, including summer semesters. An Incomplete Grade form must be completed by the course faculty instructor and a copy given to the student, program director, the student's advisor and the registrar.

## **Grade Reports**

Grade reports are recorded and made available to each student through mySLC: Self-Service. Midterm grades are issued to students (designated by each year's course calendar) but are not calculated into the student's cumulative grade point average. A final grade report of courses taken is issued at the conclusion of each semester of enrollment and is recorded in mySLC: Self-Service. Faculty will not round midterm and final grades.

## Course Grading System

- All course work resulting in 90-100% recorded as A
- All course work resulting in 80-89.99% recorded as B
- All course work resulting in 75-79.99% recorded as C
- All course work resulting in 67-74.99% recorded as D (D-Excluding the BSN and RN-BSN Program)
- All course work resulting in 0-66.99 % recorded as F

## Repeating a Course

A student may repeat a course only once. A student receiving an unsatisfactory grade of F in a nursing course must repeat the course at the College.

Nursing electives with a grade of F may be repeated either through retaking the same course or taking another elective. If another nursing elective is taken, the grade for each course will be recorded on the transcript, and the cumulative grade point average will include each course completed.

Students who receive an unsatisfactory grade in any two nursing courses within the BSN program of study will be dismissed from the program. Although a student who received an unsatisfactory grade may retake a course and earn a passing grade, the original grade will still be counted in the dismissal policy.

## Midterm/Final Exams

Midterm and final exams are scheduled on the academic calendar and must be taken at that time unless special permission has been received from the course instructor and the academic dean.

## Requesting Transcripts

No official statement of the academic record of any student will be released until all fees and tuition assessed by the College business office have been settled. The registrar's office will issue transcripts as soon as possible upon written request by the person whose record is to be sent. Please allow 3-5 business days for transcript processing. Copies are furnished at a charge of \$5 each. If a transcript needs to be rushed, a fee of \$30 will be assessed.

Official transcripts are issued by the registrar's office and bear the College's seal and registrar's signature. To request an official transcript complete the online form at [www.saintlukescollege.edu/alumni/request-transcript](http://www.saintlukescollege.edu/alumni/request-transcript).

## Unofficial Transcript

Enrolled students may view and print an unofficial transcript through mySLC: Self-Service.

## Walk-In Transcript Requests

Walk-in requests for transcripts can be made by first completing a Transcript Request form during office hours. Walk in requests will try to be honored on the same day, but walk in requests are not guaranteed.

Students and alumni are required to show photo identification if picking up their transcript.

If a transcript is to be released to a third party, written authorization from the student or the alumni is required.

### **Transfer of Credit**

Students who have earned credit at another institution may be granted credit for coursework under conditions listed for the specific program transfer of credit policy. All coursework completed prior to enrollment at SLCHS is evaluated by the registrar's office in collaboration with the program directors and academic deans. The college or university from where the courses were transferred from must be accredited by agencies recognized by SLCHS.

Transferability of credits from Saint Luke's College of Health Sciences to other institutions would be at the discretion of the receiving institution.

## Admissions

### Bachelor of Science in Nursing (BSN)

#### BSN Admissions Requirements

Completed application packets will be reviewed on a schedule as determined by the Admissions Committee. Fulfillment of minimum admission criteria does not guarantee admission to the College. Applicants are considered for admission based on their potential to complete the program, their possession of necessary functional abilities, and their ability to meet the standards to apply for nursing licensure. We enroll a new class twice a year starting in the spring or fall.

The following minimum admission criteria are considered by the Admissions Committee in the selection of students:

- 63 general education credits are required prior to starting the program including completion of a minimum of 36 semester hours of general education college coursework, including two of the four required natural science courses (Anatomy/lab, Chemistry/lab, Microbiology/lab, Physiology/lab) at time of application
- General education courses must be approved by Saint Luke's College of Health Sciences and required science courses must not be older than 10 years
- Applicants may only repeat any required natural science course once
- A minimum grade of C and a minimum GPA of 2.7 for all general education nursing transfer course work.
- Graduation from an accredited high school or a GED
- Completion of the BSN Admissions Application (see section below)
- Fulfillment of the BSN Additional Requirements (see section below)

#### BSN Admissions Application

The application must be filled out completely and a \$35 application fee submitted online. It is the applicant's responsibility to ensure all application materials are received by the admissions office by the application deadline. Materials received after the application deadlines are not guaranteed review by the Admissions Committee.

Applicants must submit/mail the following documentation to:

Saint Luke's College of Health Sciences  
Office of Admissions  
624 Westport Road  
Kansas City, MO 64111

1. Official transcripts from an accredited High School or GED score and mailed directly to the admissions office or received from the issuing institution via a secure email, unless you already have a bachelor's degree. Home schooled students must provide proof of a GED or HiSET exam.
2. All official transcripts must be from a regionally accredited college or university and mailed directly to the admissions office or received from the issuing institution via a secure email. If you have a transcript from outside the United States, it must be evaluated by the World Education Service: [www.wes.org](http://www.wes.org) or from Educational Credential Evaluators, Inc. (ECE) [www.ece.org](http://www.ece.org).
3. Advanced Placement (AP), College Level Examination Program (CLEP), and International

Baccalaureate (IB) credits should be submitted on up-to-date transcripts.

4. A resume reflecting qualifications, work and volunteer information.
5. Applicants are required to submit two letters of reference. The reference form is found on the College website.
6. Students who have been enrolled in another nursing program must provide a letter from a school official on college letterhead verifying reasons for withdrawal/dismissal.
7. Non-U.S. citizens must send a copy of their Permanent Resident Card to the admissions office.
8. Complete a two-page essay, typed and double spaced. Include your full name as a header in your essay. Your essay must address each of the following topics:
  - Your reasons for choosing nursing as a career
  - Why you chose to apply to SLCHS
  - Your statement of educational and professional goals
  - How acceptance would add diversity to the student population at SLCHS
  - If necessary, address parts of your academic record that you believe need explaining
9. You must fulfill the BSN Additional Requirements.

## **BSN Additional Requirements**

### **Immunizations**

To be considered for the program, students must have started and/or completed the immunizations listed below. The influenza vaccination that may be completed after beginning the program.

#### *Hepatitis B*

Immunization and titer are recommended by the CDC. Students are required to begin the six-month, three-shot vaccine series for Hepatitis B before starting the program. Post vaccination serological test (surface antibody titer) should be drawn 4-8 weeks after the third vaccine.

Though not recommended, students can opt NOT to get the Hepatitis B vaccine and MUST SIGN the Hepatitis B Vaccine Waiver form found in Castle Branch. If a student opts out of the Hepatitis B vaccine, neither Saint Luke's College nor affiliated clinical partners will pay or provide health care if the student is exposed to the disease while students are at the College or clinical agency. Any student who is diagnosed with an infectious disease or is exposed to an infectious disease is responsible for his/her health care.

#### *Influenza*

Students must submit dated and signed documentation by a medical professional of a flu shot administered. The College conducts a flu shot clinic where students may receive a free influenza vaccine in November or December. After you receive your flu vaccine, upload documentation to Castle Branch.

#### *Measles, Mumps & Rubella (MMR)*

For students born on or after 1/1/1957, you must provide documentation of positive antibody titers for Measles (Rubeola and Rubella) and Mumps including dated and verified lab reports by a medical professional OR documentation of two vaccinations at least 28 days apart. All women regardless of birth date should have proof of rubella immunity or prior vaccination.

### *TB Screen*

Students are required to complete a TB screen within 30 days upon receiving an acceptance letter into the program. If TB screen is over 30 days old, a new TB screen is required. If a TB screen has never been done, either a two-step TB screen or a TB blood assay test must be completed. If there has been a positive TB result, student must provide a clear chest x-ray.

### *Tetanus, Diphtheria & Pertussis*

After the initial series, the booster given at 10 years should be Tetanus, Diphtheria and acellular Pertussis (Tdap). Irrespective of when the last Td vaccine was received, a student must have received a dose of Tdap within the last 10 years.

### *Varicella (Chicken Pox)*

Students must provide documentation of positive antibody titer with a dated and verified lab report by a medical professional OR documentation of two vaccinations.

## **Background Check**

Students participating in the program are required to submit to a criminal background investigation which is administered by the College through use of Certified Background. The background check (approximate fee \$100) shall include the following:

- Results of a social security number verification
- Results of a name and address trace
- Results of a comprehensive county criminal history check
- Results of a National Criminal Records check
- Results of a National Sex Offender Registry check
- Results of a Fraud and Abuse Control Information System (FACIS) Level 3 search, including an OIG check
- Results of a Federal Excluded Parties Lists Systems (EPLS) check

After conducting the background check, students who have

1. Been convicted of any felony less than seven years prior to becoming a student at Saint Luke's College; or
2. Been a student who has been convicted of any misdemeanor involving violence, sexual misconduct, theft or computer crimes, fraud or financial crimes, drug distribution, or crimes involving unlawful possession of a dangerous weapon less than seven years prior to becoming a student of Saint Luke's College may not be allowed access to clinical sites.

In this case, every effort will be made to find an appropriate clinical site. If no clinical site can be found to meet the course requirements then the student will be withdrawn from the course and from the program.

Saint Luke's Health System reserves the right, in its sole discretion to reject the participation of any student based on the results of the screenings and the immunizations or the background check.

## **Alcohol and Drug Testing**

It is the policy of Saint Luke's College of Health Sciences to maintain an alcohol and drug free workplace. Students will be tested for illegal substances after an admissions offer is made.

Students who test positive on their drug screening are not allowed to participate in any clinical rotations at any Saint Luke's Health System affiliated institutions and the admissions offer is rescinded. Applicants who provide an abnormally diluted sample will be required to repeat the drug test (retest).

Students who test positive for an illegal substance and not allowed to start the nursing program may reapply to the BSN program for the next available start date. A new drug screening will be administered after an admissions offer is made.

### **CPR Certification**

Current CPR certification must be from the American Heart Association in Healthcare Provider CPR. It is the responsibility of the students to obtain and maintain current CPR certification prior to and during their enrollment at SLCHS. Proof of current certification must be presented at the time of enrollment for students enrolling in a clinical course.

### **Health Insurance Coverage**

Students enrolled in the BSN program at SLCHS must provide documentation of personal health insurance coverage. Though not recommended, students may elect not to purchase health insurance coverage but must complete the health insurance waiver form.

### **BLS Affirmation**

Current Basic Life Support (BLS) affirmation must be from the American Heart Association. It is the responsibility of the students to obtain and maintain current BLS affirmation prior to and during their enrollment at Saint Luke's College. Proof of current affirmation must be presented at new student orientation (approximately \$30).

### **Latex Allergy**

SLCHS cannot guarantee a 100% latex-free environment given the prevalence of latex in a medical setting. SLCHS will make reasonable efforts to reduce latex exposure as much as possible. Supplies labeled 'natural latex-free' will be provided for the student. SLCHS cannot guarantee that any product labeled 'natural latex-free' is free of the oil-derivate that comprise 'synthetic latex.' If a student self identifies as latex allergic, Saint Luke's College will require the student to have a Latex Allergy Test (approximately \$200).

## **BSN Admissions Selection Process**

Following review of the application by the Admissions Committee, members will make one of the following decisions:

1. Applicant is accepted for conditional admission. Any acceptance is contingent upon completion of all requirements.
2. Applicant is placed numerically on a stand-by list.
3. Applicant is denied for admission.

The admissions office notifies applicants by mail of acceptance into the program. As spaces become available, applicants from the stand-by list are accepted according to their placement on the list. Applicants selected for admission to the BSN degree must:

1. Notify program of acceptance or refusal of admission offer.
2. Submit a \$200 non-refundable deposit to guarantee their placement. This deposit will be applied toward tuition.



## Licensure

Each State Board of Nursing requires licensure in order to practice as a registered nurse. PLEASE NOTE: A misdemeanor and/or felony conviction may affect a graduate's ability to sit for the NCLEX-RN® or attain state licensure. It is the student's responsibility to contact and verify with the State Board of Nursing whether or not he or she will be able to apply for licensure and take the NCLEX-RN®. Saint Luke's College does not control whether or not a student receives Registered Nurse licensing upon completion of the BSN program (approximately \$200).

## General Education Course Requirements for BSN Program

All general education credits must be completed prior to enrollment in the Saint Luke's College of Health Sciences nursing program.

## Prerequisites for Upper Division Nursing Coursework

The first 63 credit hours of general education are completed at the regionally accredited school of your choice. Students complete 61 hours of nursing courses to earn a bachelor's degree.

General Education Support Core Courses	Minimum Credit Hours
Chemistry/lab	3-4
College Algebra or Higher level Mathematics	3
English I*	3
English II	3
Ethics/Logic/Philosophy/Values	3
General Psychology*	3
History/Govt/Economics*	3
Human Anatomy/lab	3-4
Human Physiology/lab	3-4
Human Development/Developmental Psychology	3
Introduction to Sociology/Cultural Anthropology*	3
Microbiology/lab	3-4
Nutrition	3
Speech/Oral Communication*	3
Statistics	3
Open Elective (major/non-major courses)	17-21
<b>Total General Education Requirements</b>	<b>63</b>

\*Students who have earned an associate or bachelor's degree from a regionally accredited institution are eligible for a general education waiver of these general education requirements.

## **BSN Transfer Credit for General Education Coursework**

Transfer credit may be granted for coursework completed at another regionally accredited nursing college or university under the following conditions:

- The student must have earned a minimum grade of C (2.0 on a 4.0 scale) for the course to be transferred.
- The college or university from which the course was transferred must be accredited by agencies recognized by Saint Luke's College of Health Sciences.
- Transfer credit for natural science courses is generally granted only for courses less than ten years old and must not be repeated more than one time. Natural science courses older than ten years may be evaluated on an individual basis. This does not apply to an applicant who is currently engaged as a professional RN.
- In order to receive a degree from Saint Luke's College of Health Sciences, undergraduate transfer students must earn a minimum of 61 credits from Saint Luke's College.
- The college or university from which the courses were transferred from must be accredited by agencies recognized by SLCHS.
- Credit will be given Advanced Placement Credit for College Board Advanced Placement Examinations that are applicable to certain general education courses required.
- College Level Examination Program (CLEP) credit will be granted only in the areas of selected subject examinations and applicable to certain general education courses required.

## Registered Nurse to Bachelor of Science in Nursing (RN-BSN)

### RN-BSN Admissions Requirements

The following criteria are considered in the selection of students:

- Graduation from an accredited high school or the equivalent (GED)
- Registered nurse or the equivalent
- A minimum grade of C and a minimum GPA of 2.0 (on a 4.0 scale) for General Education coursework and 2.5 for nursing coursework

### RN-BSN Admissions Application

The application must be filled out completely and \$35 application fee submitted online. It is the applicant's responsibility to ensure all application materials are received by the admissions office by the application deadline. Applicants must submit/mail the following documentation directly to:

Saint Luke's College of Health Sciences  
Office of Admissions  
624 Westport Road  
Kansas City, MO 64111

#### Applicants must provide the following:

1. Official accredited high school transcripts or GED score mailed directly to the admissions office, unless you already have a bachelor's degree
2. Active Nursing License and eligibility for a Missouri Nursing License
3. All official college/university transcripts mailed directly to the admissions office or received from the issuing institution via a secure email
4. Advanced Placement (AP), College Level Examination Program (CLEP), and International Baccalaureate (IB) credits should be submitted on up-to-date transcripts
5. If you have a transcript from outside the United States, it must be evaluated by the World Education Service: [www.wes.org](http://www.wes.org) or from Educational Credential Evaluators, Inc. (ECE) [www.ece.org](http://www.ece.org)
6. Non-U.S. citizens must send a copy of their permanent resident card to the admissions office

### RN-BSN Admissions Selection Process

Application packets will be reviewed by the admissions office as soon as the application is complete. Fulfillment of minimum admission criteria does not guarantee admission to the College.

1. Applicants are considered for admission based on their potential to complete the program and their possession of necessary functional abilities.
2. Following the review of the application, the admissions office will make one of the following decisions:
  - a. The applicant is accepted for admission. Any acceptance is contingent upon completion of all requirements.
  - b. The applicant is denied for admission.

3. The admissions office notifies applicants by email and sends information by mail notifying the applicant of acceptance/denial into the RN-BSN program.
4. Students who have been accepted into the nursing program will be allowed to begin their upper division nursing courses provided:
  - a. They meet all the above-stated admission criteria and requirements; and
  - b. Their grade point average is at 2.0 for general education coursework and 2.5 for nursing coursework.

### RN-BSN General Education Course Requirements

General Education Courses Requirements* Prerequisites for Upper Division Nursing Coursework	Credit Hours
General Education courses must include Statistics, Ethics, and Nutrition	54-60
Associate Degree/Diploma courses	30-36
Mandatory SLCHS RN-BSN courses	30
<b>Total for RN-BSN</b>	<b>120</b>

\*Requirements vary based on previous classes.

A student of SLCHS previously admitted who does not enroll for two consecutive semesters, excluding the summer term or unless on an approved leave of absence, must reapply for admission. This would require submitting a new application to admissions. Upon re-enrollment, the current College catalog will apply.

### RN-BSN Transfer of Credit Policy & Guidelines

Transferability of credits from Saint Luke's College of Health Sciences to other institutions would be at the discretion of the receiving institution.

#### Transfer of Credit for General Education Coursework

Transfer credit may be granted for coursework completed at another college or university or through credit for prior learning or credit by exam under the following conditions:

- The student must have earned a minimum grade of C (2.0 on a 4.0 scale) for the course to be transferred.
- The college or university from which the course was transferred must be accredited by agencies recognized by Saint Luke's College of Health Sciences.
- Graduates of accredited degree programs and diploma graduates can expect to receive transfer credit for up to 36 hours for previous nursing education.
- The college or university from where the courses were transferred from must be accredited by agencies recognized by SLCHS.

#### Transfer of Credit for Nursing Coursework

Transfer credit may be granted for coursework completed at another college or university or through credit for prior learning or credit by exam under the following conditions:

- The transfer courses will be evaluated by the program director before acceptance of the student into the RN/BSN program.
- The student must have earned a minimum grade of C (2.0 on a 4.0 scale) for the course to be transferred. The college or university from which the course was transferred must be

accredited by agencies recognized by Saint Luke's College of Health Sciences.

- The graduates of accredited degree programs and diploma graduates can expect to receive transfer credit for up to 36 hours for previous nursing education.

### **Pass or Credit**

A maximum of six semester hours of pass or credit will be accepted for general education coursework completed at a regionally accredited college.

Credit for courses completed for pass will be granted for any general education requirement if verification that the grade would have been C or better is provided.

Credit for courses completed for pass without verification of C or better grade will be granted for the following courses: history, government or economics; social/behavioral science or mathematics electives; humanities electives.

General education coursework taken for credit will be accepted under the same provisions as pass.

### **Advanced Placement (AP) Credit**

Saint Luke's College of Health Sciences will grant credit for College Board Advanced Placement Examinations that are applicable to certain general education courses required for the Bachelor of Science in Nursing degree.

### **College Level Examination Program (CLEP)**

CLEP credit will be granted only in the areas of selected subject examinations and applicable to certain general education courses required for the Bachelor of Science in Nursing degree.

### **Credit by Examination (CBE)**

Credit by Examination (CBE) is accepted for general education prerequisites and RN-BSN core courses — please also see the CLEP Examination policy for prerequisites. Students must meet test benchmark or equivalent to earn college credit towards degree completion.

CBE does not carry a letter grade and is not calculated in the grade point average. No more than nine hours of CBE and/or credit by prior learning may be earned for nursing courses. There is a \$100 non-refundable fee assessed for CBE regardless of the outcome. The fee includes a practice test, two official tests and testing center time. Fees are subject to change at the discretion of the College. Test availability is subject to vendor supply and may change without notice.

### **Credit for Prior Learning (CPL)**

Credit for Prior Learning (CPL) will be considered when the transfer ability of a course cannot be determined by established means and for the following: continuing education credits, education and training programs in non-collegiate organizations, military training and experience, specialty certifications and others on a case by case basis. The method for CPL is a portfolio assessment against established course objectives.

CPL does not carry a letter grade and is not calculated in the grade point average. No more than nine hours of CPL and/or credit by exam may be earned for nursing courses. There is a \$100 non-refundable fee assessed for the portfolio assessment regardless of decision. Fees are subject to change at the discretion of the College.

## Master of Science in Nursing (MSN)

**Adult-Gerontology Acute Care Nurse Practitioner (AG-ACNP)**  
**Family Nurse Practitioner (FNP)**  
**Nurse Educator (NE)**

### MSN Admissions Requirements

The application must be filled out completely. It is the applicant's responsibility to ensure all application materials are received by the admissions office. Materials received after the application deadline are not guaranteed to be reviewed by the admissions committee.

1. Bachelor of Science in Nursing (BSN) from a nursing program accredited by CCNE or ACEN and regionally accredited institution of higher learning.
  - A minimum cumulative GPA of 3.25
2. Students can be admitted directly from the SLCHS RN-BSN degree program and all students must hold an active, unencumbered Registered Nurse License in the state where their practicums are held.
3. Official transcripts are required from all universities or colleges and other post-secondary educational institutions attended.
4. Three professional letters of recommendation sent directly to the admissions office:
  - a. Letters need to come from current or previous supervisors, prior nursing faculty, or other individuals who can address the candidate's clinical knowledge, skill, and prospective aptitude for success within a graduate program of study; and
  - b. Letters may not come from direct peers or family members.
5. Personal statement (400 to 800 words) addressing the following:
  - a. Discuss why you want to pursue the MSN degree and your specialty of choice.
  - b. Describe how your past and/or ongoing work experience will enhance your experience in this program.
  - c. State your goals/plans upon completion of the degree.
6. Current resume/CV including detail of responsibilities and specific job experience.
7. AG-ACNP students must have a minimum of one year relevant experience in a critical care setting, defined as an ICU, ER, or trauma setting prior to the beginning of the program.
8. The \$50 application fee is due upon completion of the application. There is a prompt to enter card information before submitting. Payment can be made with Discover, Visa, American Express, or MasterCard. The \$50 application fee is non-refundable.
9. Once a completed application (with all appropriate components) is submitted, interviews will be extended to eligible candidates.
10. Additional coursework or experience may be required.

For specific questions regarding the AG-ACNP program, please contact Dr. Victoria Grando at [vgrando@saintlukescollege.edu](mailto:vgrando@saintlukescollege.edu) or Shane Hagan at [shagan@saintlukescollege.edu](mailto:shagan@saintlukescollege.edu).

For questions about the admissions process, please contact the admissions office at:

Phone: 816-936-8700

Email: [admissions@saintlukescollege.edu](mailto:admissions@saintlukescollege.edu)

## MSN Transfer of Credit

Transferability of credits from Saint Luke's College of Health Sciences to other institutions would be at the discretion of the receiving institution.

- A maximum of twelve credit hours may be transferred into the master's degree program at Saint Luke's College of Health Sciences.
- Transfer credit requests are approved by the program director.
- Courses must be equivalent to courses in the MSN tracks at SLCHS.
- Consideration of transfer credit must occur as part of the admissions process and will not be considered after a student has begun the program.
- Transfer credit will be applied to the student's graduate academic record only after 12 hours are completed at SLCHS.
- Transfer credit must be at the graduate level and earned from a regionally accredited college or university.
- The student must have earned a grade in the course of B or higher to be considered for transfer.
- Graduate school candidates will interview with the program director and another graduate faculty member. As a part of that interview process, the candidate must declare their intention to transfer credit to Saint Luke's College of Health Sciences.
- The program director will evaluate the candidate's transcript for course transferability based on the established policy and guidelines. When a course or courses have been determined eligible for transfer, the program director will notify the registrar. The registrar will add the credit to the student's academic record following the aforementioned policy and guidelines.

## **FNP Second Master's Degree AG-ACNP and NE Post-Graduate Certificates Admissions Requirements**

The application must be filled out completely. It is the applicant's responsibility to ensure all application materials are received by the admissions office. Materials received after application deadline are not guaranteed review by the Admissions Committee.

1. Master's degree with a major in nursing from an accredited by CCNE or CNEA and regionally accredited institutions of higher learning.
  - A minimum cumulative GPA of 3.25
2. Hold an active, unencumbered Registered Nurse License in home the state where practicum are held.
3. Official transcripts from all universities or colleges and other post-secondary educational institutions attended.
4. Successful completion of graduate level statistics course (or concurrent enrollment, with completion by the end of the first semester of the Acute Care program).
5. Three professional letters of recommendation sent directly to the admissions office:
  - The letter needs to come from current or previous supervisors, prior nursing faculty or other individuals WHO can address the candidate's clinical knowledge, skill and prospective aptitude for success within a graduate program of study.
  - No direct peers or family members.
6. Personal statement (400 to 800 words) that will give the Admissions Committee a better understanding of:
  - Why you are choosing the FNP Second Master's Degree/AG-ACNP Post-Graduate Certificate/NE Post-Graduate Certificate.
  - Describe how your past and/or ongoing work experience will enhance your experience in this program.
  - State your goals/plans upon completion of the degree.
7. Current resume/CV including detail of responsibilities and specific job experience.
8. The \$50 application fee is due upon completion of the application. There is a prompt to enter card information before submitting. Payment can be made with Discover, Visa, American Express, or MasterCard. The \$50 application fee is non-refundable.
9. Once a completed application (with all appropriate components) is submitted, interviews may be required.
10. A review of official transcript, board certificate and prior work experience will be completed for a Gap Analysis. A plan of study will then be created for each individual applicant.
11. FNP Second Master's Degree and NE Post-Graduate Certificate applicants must hold a Master of Science in Nursing Degree. AG-ACNP applicants must also have a current board certification as an advanced practice nurse.

For specific questions regarding the AG-ACNP program contact Shane Hagen at [shagen@saintlukescollege.edu](mailto:shagen@saintlukescollege.edu). For FNP contact Janet Clark at [jclark@saintlukescollege.edu](mailto:jclark@saintlukescollege.edu). For NE contact Karen Komoroski at [kkomoroski@saintlukescollege.edu](mailto:kkomoroski@saintlukescollege.edu). Or contact Dr. Victoria Grando at [vgrando@saintlukescollege.edu](mailto:vgrando@saintlukescollege.edu).

For questions about the admissions process, please contact the admissions office at:

Phone: 816-936-8700

Email: [admissions@saintlukescollege.edu](mailto:admissions@saintlukescollege.edu)



## MSN Additional Requirements

### Immunizations

To be considered for the program, students must have started and/or completed the immunizations listed below. The influenza vaccination that may be completed after beginning the program.

#### *Hepatitis B*

Immunization and titer are recommended by the CDC. Students are required to begin the six-month, three-shot vaccine series for Hepatitis B before starting the program. Post vaccination serological test (surface antibody titer) should be drawn 4-8 weeks after the third vaccine.

Though not recommended, students can opt NOT to get the Hepatitis B vaccine and MUST SIGN the Hepatitis B Vaccine Waiver form found in Castle Branch. If a student opts out of the Hepatitis B vaccine, neither Saint Luke's College nor affiliated clinical partners will pay or provide health care if the student is exposed to the disease while students are at the College or clinical agency. Any student who is diagnosed with an infectious disease or is exposed to an infectious disease is responsible for his/her health care.

#### *Influenza*

Students must submit dated and signed documentation by a medical professional of a flu shot administered. The College conducts a flu shot clinic where students may receive a free influenza vaccine in November or December. After you receive your flu vaccine, upload documentation to Castle Branch.

#### *Measles, Mumps & Rubella (MMR)*

For students born on or after 1/1/1957, you must provide documentation of positive antibody titers for Measles (Rubeola and Rubella) and Mumps including dated and verified lab reports by a medical professional OR documentation of two vaccinations at least 28 days apart. All women regardless of birth date should have proof of rubella immunity or prior vaccination.

#### *TB Screen*

Students are required to complete a TB screen within 30 days upon receiving an acceptance letter into the program. If TB screen is over 30 days old, a new TB screen is required. If a TB screen has never been done; either a two-step TB screen or a TB blood assay test must be completed. If there has been a positive TB result, student must provide a clear chest x-ray.

#### *Tetanus, Diphtheria & Pertussis*

After the initial series, the booster given at 10 years should be Tetanus, Diphtheria and acellular Pertussis (TDaP). Irrespective of when the last Td vaccine was received, a student must have received a dose of TDap within the last 10 years.

#### *Varicella (Chicken Pox)*

Students must provide documentation of positive antibody titer with a dated and verified lab report by a medical professional OR documentation of two vaccinations.

### Background Check

Students participating in the program are required to submit to a criminal background investigation which is administered by the College through use of Certified Background. The background check (approximate fee \$100) shall include the following:

- Results of a social security number verification;
- Results of a name and address trace;
- Results of a comprehensive county criminal history check;
- Results of a National Criminal Records check;
- Results of a National Sex Offender Registry check;
- Results of a Fraud and Abuse Control Information System (FACIS) Level 3 search, including an OIG check; and
- Results of a Federal Excluded Parties Lists Systems (EPLS) check.

After conducting the background check, students who have

1. Been convicted of any felony less than seven years prior to becoming a student at Saint Luke's College; or
2. Been a student who has been convicted of any misdemeanor involving violence, sexual misconduct, theft or computer crimes, fraud or financial crimes, drug distribution, or crimes involving unlawful possession of a dangerous weapon less than seven years prior to becoming a student of Saint Luke's College may not be allowed access to clinical sites.

In this case, every effort will be made to find an appropriate clinical site. If no clinical site can be found to meet the course requirements then the student will be withdrawn from the course and from the program.

Saint Luke's Health System reserves the right, in its sole discretion to reject the participation of any student based on the results of the screenings and the immunizations or the background check.

### **Alcohol and Drug Testing**

It is the policy of Saint Luke's College of Health Sciences to maintain an alcohol and drug free workplace. Students will be tested for illegal substances after an admissions offer is made. Students who test positive on their drug screening are not allowed to participate in any clinical rotations at any Saint Luke's Health System affiliated institutions and the admissions offer is rescinded. Applicants who provide an abnormally diluted sample will be required to repeat the drug test (retest).

Students who test positive for an illegal substance and not allowed to start the nursing program may reapply to the BSN program for the next available start date. A new drug screening will be administered after an admissions offer is made.

### **CPR Certification**

Current CPR certification must be from the American Heart Association in Healthcare Provider CPR. It is the responsibility of the students to obtain and maintain current CPR certification prior to and during their enrollment at SLCHS. Proof of current certification must be presented at the time of enrollment for students enrolling in a clinical course.

### **Health Insurance Coverage**

Students enrolled in the BSN program at SLCHS must provide documentation of personal health insurance coverage. Though not recommended, students may elect not to purchase health insurance coverage but must complete the health insurance waiver form.

## **BLS Affirmation**

Current Basic Life Support (BLS) affirmation must be from the American Heart Association. It is the responsibility of the students to obtain and maintain current BLS affirmation prior to and during their enrollment at Saint Luke's College. Proof of current affirmation must be presented at time of enrollment. (Approximately \$30)

## **Latex Allergy**

SLCHS cannot guarantee a 100% latex-free environment given the prevalence of latex in a medical setting. SLCHS will make reasonable efforts to reduce latex exposure as much as possible. Supplies labeled 'natural latex-free' will be provided for the student. SLCHS cannot guarantee that any product labeled 'natural latex-free' is free of the oil-derivate that comprise 'synthetic latex'. If a student self identifies as latex allergic, Saint Luke's College will require the student to have a Latex Allergy Test (Approximately \$200).

## **Readmission for All Programs**

A student of Saint Luke's College of Health Sciences previously admitted who does not enroll for two consecutive semesters, excluding the summer term, (unless on an approved leave of absence) must apply for readmission.

In general, students are not readmitted to Saint Luke's College of Health Sciences following dismissal.

Eligibility for readmission will be based on current admission policies, academic accomplishments, and potential for success. Students must meet the catalog policies in effect at the time of readmission.

Content of previous courses completed will be evaluated for applicability of content to the current curriculum. Validation of prior learning through examination may be necessary.

To be readmitted a new application must complete the entire admission process. A letter stating what will be different and plans for success upon re-enrollment will also be required. A personal interview may also be required. In addition, transcripts reflecting all courses completed after withdrawal from the College must be provided to the admissions office. Eligibility for readmission will be considered by the Admissions Committee.

Applications for readmission are not considered sooner than the next admission cycle.

All financial obligations of the previous enrollment must be met prior to being considered for readmission.

## **Non-Degree Seeking Student**

A non-degree seeking student is one who has not been accepted into any one of the Saint Luke's College of Health Sciences degree program. Non-degree seeking students may enroll in core courses subject to the following provisions:

1. Priority for enrollment in courses will be given to degree seeking students.
2. Enrollment will be on a space available basis.
3. The course faculty will review applications to enroll in courses with prerequisite requirements decided by the course faculty.
4. Non-degree seeking students may not enroll in nursing specific clinical courses.

## **Non-Degree Seeking Student Process**

1. Secure the appropriate form from the admissions office.
2. Submit the completed non-degree status enrollment form to the admissions office.
3. The directors/deans for the degree program associated with the non-degree seeking student will review applications and approve enrollment in the course.
4. The non-degree seeking student is eligible for the following services: nursing computer lab and library.
5. The non-degree seeking student is not eligible for the following services: financial aid, student activities, counseling/SAP, or health services.

## Business Office

### BSN Tuition and Fees

<b>Fall and Spring</b>	
Application fee*	\$35
Acceptance fee*~	\$200
Tuition (per credit hour, each semester)	\$484
Health fee* (each semester)	\$97
Student Activity fee* (each semester)	\$97
Library fee* (each semester)	\$85
Laboratory/Technology fee* (each semester)	\$579
Graduation fee* (final semester)	\$306
Returned Check fee*	\$35
General Education Courses	\$300
<i>Other Estimated Expenses</i>	
Books/Supplies	\$2500
Uniforms	\$300
NCLEX-RN® application	\$300
<b>Summer</b>	
BSN Courses (Tuition per credit hour)	\$484
General Education Course Tuition (per credit hour)	\$300
Health fee*	\$40
Library fee*	\$33
Laboratory/Technology fee*	\$33
Returned Check fee*	\$35

\*Non-refundable

~ Amount applied to first semester charges

Tuition and fees are subject to change.

## RN-BSN Tuition and Fees

<b>SLHS Employees Fall, Spring, and Summer</b>	
Application fee*	\$35
RN-BSN Tuition (per credit hour, each semester)	\$243
General Education Course Tuition (per credit hour, each semester)	\$243
Technology fee* (per credit hour)	\$60
Credit by Exam Fee* (per exam)	\$100
Prior Learning Fee*	\$100
Returned Check Fee	\$35
<b>Other Estimated Expenses</b>	
Books (per year)	\$600

<b>Non-SLHS Employees Fall, Spring, and Summer</b>	
Application fee*	\$35
Tuition (per credit hour, each semester)	\$452
General Education Course Tuition (per credit hour, each semester)	\$300
Technology fee* (per credit hour)	\$59
Credit by Exam Fee* (per exam)	\$100
Prior Learning Fee* (per course)	\$100
Graduation fee* (final semester)	\$306
Returned Check Fee	\$35
<b>Other Estimated Expenses</b>	
Books (per year)	\$600

\*Non-refundable

Tuition and fees are subject to change

### MSN Tuition and Fees

<b>Fall, Spring, Summer</b>	
Application fee*	\$50
Tuition (per credit hour, each semester)	\$571
Technology fee* (per credit hour, each semester)	\$87
Clinical Course fee* (with enrollment, per credit hour)	\$57
Graduation fee* (final semester)	\$306
Returned Check Fee	\$35
<b>Other Estimated Expenses</b>	
Books (per year)	\$1,000

### Post-Graduate Certificate Tuition and Fees

<b>Fall, Spring, Summer</b>	
Application fee*	\$50
Tuition (per credit hour, each semester)	\$571
Technology fee* (per credit hour, each semester)	\$87
Returned Check Fee	\$35
<b>Other Estimated Expenses</b>	
Books (per year)	\$1,000

### General Education/Non-Degree Seeking Tuition and Fees

Application Fee*	\$35
General Education Course (per credit hour, each semester)	\$300
Returned Check Fee	\$35

\*Non-refundable

Tuition and fees are subject to change

## Graduate Level Tuition Modification Policy

Saint Luke's College of Health Sciences provides tuition modifications for full-time employees of Saint Luke's Health System enrolled in the graduate degree or certificate program. Employees are eligible to participate if he or she is actively employed full time at least one year prior to the semester beginning. Benefits apply only to graduate level course tuition. Tuition charges will be adjusted at a 10% discount.

Fees are not considered a part of this policy, including course specific fees. This discount is not available to students enrolled in undergraduate programs. The employee must remain employed within SLHS while enrolled. If an employee terminates employment for any reason prior to the end of the semester, he or she is no longer eligible for the modification, and the amount will be reapplied to the account.

Procedure to take advantage of this benefit, the employee must complete the application process each term.

### Application Process

1. The employee must complete the Tuition Modification form.
2. The completed form must be signed by the employee's cost center manager.
3. A copy of work ID badge must accompany the Tuition Modification form.
4. The completed Tuition Modification form must be received in the business office prior to the beginning of the semester. Incomplete forms or forms received after this time might not be considered for tuition modification.
5. The business office will review the form and apply the necessary discount to the student's account.
6. Students can view the modification through mySLC: Self-Service.

### Billing Process

All semester charges are due prior to the first day of classes. Check the website for deadlines. It is the responsibility of the student to be sure his/her account is up to date.

If registered, estimated and actual charges for the semester are available through mySLC: Self-Service. Please note that this balance may not include book charges, adds, or drops that may change the account balance.

All students will receive statement reminders via Saint Luke's College email. Statements are available through the student portal mySLC: Self-Service.

### Paying Your Bill

Saint Luke's College accepts the following forms of payment:

1. Financial Aid  
Work with the financial aid office for your eligibility
2. Credit Card  
American Express, Discover, MasterCard, and Visa. Payment can be made online through Nelnet
3. Checks  
Make payable to Saint Luke's College of Health Sciences and include your name and



student ID number and mail to:  
Saint Luke's College of Health Sciences  
Business Office  
624 Westport Road  
Kansas City, MO 64111

4. Third Party (VA Benefits, Vocation/Rehabilitation, Workforce, KS Works, etc.) You must do the following every term:
  - Contact the registrar's office to be sure that you have been properly certified to receive your benefits
  - Verify the conditions of your benefits—if all tuition and fees are not covered, payment must be made by the first week of classes for the portion not covered
  - Complete the Third Party Payment Notification form
5. Tuition Reimbursement (this does not apply to RN-BSN SLHS employees)  
You must do the following every term:
  - Submit authorization from your employer stating that you have been approved for the term
  - Complete and submit the Saint Luke's College of Health Sciences' Tuition Reimbursement Payment Agreement
  - Submit a copy of your employer's tuition reimbursement policy
6. Payment Plans  
Payment plans should be established prior to the semester starting. SLCHS partners with Nelnet Business Solutions for payment plans. Payments can be made via ACH or with a credit/debit card. If you have already created your Nelnet account, go to the Nelnet Icon inside OneLogin, then click Setup Payment Plan. The cost to participate is \$25.

### **Tuition Reimbursement Procedure**

Students are required to complete a Tuition Reimbursement Payment Agreement form. The Tuition Reimbursement Payment Agreement will only be activated if payment is not received from the employer by the due date. Once the Tuition Reimbursement Payment Agreement is complete and on file in the business office, payment in full is expected within 25 days from the official last day of class, despite the grade(s). If payment is not received within 25 days from the last day of class, the College will enforce the Payment Agreement signed by the student, making any outstanding balance due and payable immediately. Any unpaid balance may result in the cancellation of registration and a hold placed on the student's account. SLCHS policy stipulates that the student is ultimately responsible for tuition, fees, and all other charges.

In order for the employer to receive a statement of successful completion of coursework, the student can log onto the Saint Luke's College of Health Sciences' website. An unofficial copy of grades can be printed from mySLC: Self-Service. If the student wishes to have an official transcript of grades, this must be requested from the registrar.

### **Employer Reimbursement Policy**

Students whose employers offer tuition reimbursement and/or assistance are allowed to defer tuition payments for the term until 30 days after the term has concluded. There are no late fee charges for the tuition deferment.

Participation is open to all students registered at SLCHS who have no outstanding balance. Eligibility is contingent upon the student's employer policy.

## **Procedure Applying**

To be approved, the student must submit the following to the business office:

- Authorization from employer stating approval for the term
- Completed copy of Saint Luke's College of Health Sciences' Tuition Reimbursement Payment Agreement
- Copy of employer's tuition reimbursement policy

## **Payment**

Students are required to complete a Tuition Reimbursement Payment Agreement. Once the Tuition Reimbursement Payment Agreement is complete and on file in the business office, payment in full (from the employer) is expected within 30 days from the official last day of class, despite the grade(s). The Payment Agreement will only be enforced if payment is not received from the student or employer by the due date. Any noncollectable balance will result in a hold placed on the student's account and the cancellation of any future registration. SLCHS policy stipulates that the student is ultimately responsible for tuition, fees, and all other charges.

In order for the employer to receive a statement of successful completion of course work, the student can log onto the SLCHS website. An unofficial copy of grades can be printed from his/her mySLC: Self-Service account. If the student wishes to have an official transcript of grades this must be requested from the registrar.

## **Business Office Holds**

A delinquent account results in a business office hold placed on the student account prohibiting schedule modification, future registration, transcript release, diploma release, and may further result in administrative withdrawal of the student. Generally, business office holds will be automatically released 24 hours after account is paid in full. Holds will be released on accounts paid in full by check 7-10 business days after payment is received in order to allow time for the check to clear. All other holds are lifted manually.

## **Refund of Tuition**

Students who drop or withdraw from a course by the end of the add/drop period or who have a course canceled will receive a 100 percent reduction in tuition charges and College fees.

### **15-Week Course**

- Students who drop or withdraw from courses by the end of week three receive a 75 percent reduction in tuition charges.
- Students who drop or withdraw from courses by the end of week four receive a 50 percent reduction in tuition charges.
- Students who drop or withdraw from courses after week four pay the entire tuition charge.

### **10-Week or 7.5-Week Course**

- Students who drop or withdraw from courses by the end of week two receive a 75 percent reduction in tuition charges.

- Students who drop or withdraw from courses by the end of week three will receive a 50 percent reduction in tuition charges.
- Students should also refer to the drop and/or withdraw policy to ensure they complete the requirements needed to drop/withdraw from a course(s).

### **Tuition and Fees Appeal**

A student may appeal tuition and fees via the non-academic appeals form. The tuition/fees appeal must be based on documented circumstances that were clearly beyond the student's control, such as medical reasons, death in the immediate family, or College error. Appeals may be submitted to the dean of students (facilitator for the Student Appeals, Conduct & Grievances Committee) and should be substantiated with documentation. Types of required documentation may include doctor and hospital reports, legal documents, written statement/information from a relative or other official source.

The Student Appeals, Conduct & Grievances Committee will review the written appeal and supporting documentation. The dean of students will notify the student in writing of the committee's decision.

If necessary, the student may appeal the decision of the Student Appeals, Conduct & Grievances Committee with the chief financial officer with a further appeal option with the president. The chief financial officer and/or president may accept, modify or reject the recommendations of the Student Appeals, Conduct & Grievances Committee. The decision of the president shall be final and not subject to further appeal.

### **Financial Administrative Withdrawals**

Tuition and fees are due by the first day of class. A student may make arrangements to pay with financial aid, a payment plan, reimbursement, or any other payment method which has been approved by the Business Office. Failure to do so, may result in being administratively withdrawn from courses during the semester. Students will be administratively withdrawn at the end of week three of the semester or session. All students have one week from the administrative withdrawal date to reactivate their student status and retain their academic standing. Students who have been withdrawn and wish to continue in their program will be required to re-enroll and meet the degree requirements in effect at the time of re-enrollment.

### **Procedure**

The student is sent an administrative withdrawal warning via email one week prior to the scheduled action. If there is no resolution by noon of the scheduled action date, the registrar's office is notified. An email explaining the circumstances for requesting the administrative withdrawal must be forwarded to the registrar, which is placed in the student's file. If a student is administratively withdrawn, charges will be reduced according to the published refund schedule. The administrative withdrawal can be authorized by either the chief financial officer or the bursar.

### **Return of Title IV Funds**

Withdrawals may affect federal student financial aid. The Federal Return of Title IV Funds policy mandates that students who officially withdraw or unofficially withdraw from all classes may only be eligible for the financial aid they have "earned" up to the time of withdrawal. Some state and institutional programs require similar treatment. Financial aid funds that were

disbursed in excess of the amount “earned” must be repaid. Calculations are done on a case-by-case basis after the withdrawal date is established. See the Return of Title IV Funds policy for details.

### **Appeal**

A student may appeal in writing to the bursar for approval to pay tuition and fees after the due date in order to avoid an administrative withdrawal. Such an appeal should include the reasons for late payment and the student’s plan to bring their account back into good standing.

## **Financial Aid**

### **Application Process**

To receive federal financial aid you will need to first complete a Free Application for Federal Student Aid (FAFSA) found at [www.fafsa.gov](http://www.fafsa.gov). This form can be completed online. The Department of Education sends a Student Aid Report (SAR) to both the student and the school. When the school receives your SAR, we can begin to determine the amount of aid you are eligible to receive.

### **Entrance Counseling**

Before you receive Federal Direct Loans, you are required to complete an entrance counseling if you have not already borrowed a Direct Loan before. You can fulfill this requirement at [www.studentloans.gov](http://www.studentloans.gov).

### **Master Promissory Note (MPN)**

A promissory note is a legally binding contract between the borrower of a Direct Loan and the lender (in this case, the U.S. Department of Education). It contains the terms and conditions of the loan and explains how and when it should be repaid. Before you receive your loan funds, you must sign a promissory note. The Master Promissory Note (MPN) is completed online at [www.studentloans.gov](http://www.studentloans.gov). You will sign the MPN using your FSA Identification from your FAFSA.

When you sign the MPN, you are confirming your understanding that your school may make multiple loans for you for the duration of your education (up to ten years) without you having to sign another promissory note. You are also agreeing to repay your lender, the U.S. Department of Education, all loans made to you under the terms of the MPN. Therefore, it is very important that you completely read and understand all of the information on the MPN before you sign it.

### **Exit Counseling**

Before you graduate (or if you drop below half-time attendance), you are required to complete an exit counseling interview for all educational loans you received during your attendance.

You can fulfill the exit requirements for William D. Ford Direct Loan Program loans at [www.studentloans.gov](http://www.studentloans.gov). Since you will be able to access your account information, you will use your FSA Identification from your FAFSA to access the exit counseling information.

To complete the exit counseling online, go to [www.studentloans.gov](http://www.studentloans.gov). This process takes 25 minutes on average. You can also access basic loan information, loan totals, and other financial aid specifics at [www.nsls.ed.gov](http://www.nsls.ed.gov). You will need your FSA ID to access your personal detailed information.

### **Drug Convictions**

Students convicted of possession or distribution of drugs, or who are in default on a student loan, or who owe a repayment of a Federal grant, may not be eligible for financial assistance. Contact us with questions regarding any of these situations.

## **Notification of Financial Aid Awards**

Once you have been accepted and the results of your FAFSA application have been received, you will receive correspondence from the College indicating any aid that is being offered to you. In the event that additional information is needed, the Financial Aid Office will contact you. Please return any requested documents as early as possible to avoid delays in the awarding of financial aid.

## **Federal and State Guidelines**

We adhere to all federal and state guidelines in administering financial aid, without regard to race, color, sex, religion, age, handicap, or national origin. Need for all students is determined utilizing the results of the Free Application for Federal Student Aid (FAFSA) which provides those results electronically to the College, provided our school code (009782) is on the FAFSA. It is the student's responsibility to make sure the College has a copy of the FAFSA information.

Every year the College awards institutional scholarships, grants, and loans to our students. To help you plan and locate funds to finance your education, numerous publications are available at [www.studentaid.ed.gov/pubs](http://www.studentaid.ed.gov/pubs).

## **Avoiding Default**

Loans are not gifts. They must be repaid. If you are having trouble making your payments, call the Direct Loan Servicing Center. The Direct Loan Servicing Center will work with you to help you avoid the serious consequences of default. Don't let your loan get into this situation. Take advantage of the Electronic Services options offered at [www.direct.ed.gov](http://www.direct.ed.gov) to help you keep track of your payments and benefit from the on-time payment discounts offered by the U.S. Department of Education. Don't default on your loans.

## **The Consequences of Defaulting**

- The entire unpaid balance and accrued interest becomes due and payable immediately.
- You lose your deferment options.
- You lose eligibility for additional federal student financial aid.
- Your account is assigned to a collection agency.
- Your account will be reported as delinquent to credit bureaus, damaging your credit rating.
- The Federal Government can intercept any income tax refund due to you or you and your spouse.
- Late fees, additional interest, court costs, collection fees, attorney's fees, and other costs incurred in collecting your loan will increase your loan debt.
- Your employer (at the request of the Federal Government) can garnish part of your wages and send them to the government.
- The Federal Government can take legal action against you

## Disclosures

### Truth in Lending Act (TILA)

In August of 2008, the Higher Education Opportunity Act (HEOA) amended the Truth-in-Lending Act (TILA), establishing private education loan disclosure requirements regarding loan terms on or with the loan application. Lenders must also disclose information about lower cost alternatives like federal student loans. Additionally, once the loan is approved and finalized for disbursement, additional disclosures must be provided.

These regulations were passed to ensure that borrowers of private education loans have the necessary information to make informed choices about financing products to fund educational costs. These regulations apply to all private education loans, but not to loans under the Federal IV loan programs (Stafford, Perkins, and PLUS).

The following documents must be provided to you under the Federal Truth in Lending Act:

- The self-certification form must be completed before receiving your first disbursement of loan funds;
- Final Disclosure statement and right-to-cancel period

After you signed your promissory note, the Final Disclosure statement confirms the terms and conditions of your loan. At the time that this final disclosure is delivered, your right-to-cancel period begins. During this period of three to six days, you may cancel the loan by contacting the lender. The lender cannot release the first disbursement of your loan funds until the end of the right-to-cancel period.

Borrowers may qualify for other assistance under Title IV. The terms and conditions of Title IV programs may be more favorable than private education loans. You may qualify for Federal education loans. Contact the financial aid office for more information.

## Enrollment Status

In general, full-time status is defined as enrollment in 12 or more credit hours for undergraduate students, and enrollment in nine or more credit hours for graduate students. Part-time status is defined as less than full-time.

For undergraduate students: Students who have earned at least 96 credit hours toward completion of the nursing major will be accorded senior standing. All other students admitted and enrolled in the BSN degree program shall have junior standing.

### Enrollment status for Financial Aid Purposes

Student Level	Full Time	3/4 Time	1/2 Time	Less than 1/2 time
Undergraduate	12+	9-11	6-8	1-5
Graduate	9+	NA	5-8	NA

Audit credits, independent study/correspondence courses, non-credit courses, credit-by-exam, and credit by prior experience courses do not apply for financial aid purposes.

## Financial Aid Resources

The College participates in a number of Title IV Federal Aid Programs. These programs include Federal Pell Grants, Federal Supplemental Education Opportunity Grants (SEOG), Federal Work Study, Federal Direct Loan, and Federal Perkins Loan, as well as the Federal Nursing Loan Program.

### Grants

#### Federal Pell Grant

A Federal Pell Grant does not have to be repaid. Pell Grants are awarded only to undergraduate students who have not earned a bachelor's or professional degree. Eligibility is determined after completing the Free Application for Federal Student Aid (FAFSA).

#### Federal Supplemental Educational Opportunity Grant (SEOG)

A Federal Supplemental Educational Opportunity Grant does not have to be repaid. Priority consideration is given to those with the lowest Expected Family Contribution figure (EFC) and who qualify for the Federal Pell Grant. This is a campus-based program, which means that every eligible student is not guaranteed these funds.

#### Access Missouri Financial Assistance Program

This is a need-based program designed to be simple to understand, provide predictable, portable awards, and increase access to your school of choice. Your financial eligibility is determined by your Expected Family Contribution (EFC) as calculated through the Free Application for Federal Student Aid (FAFSA). To be eligible for assistance, you must meet the following requirements:

- Students applying for the first time
- Have a FAFSA on file by April 1
- Have any FAFSA corrections made by July 31
- Be a U.S. citizen or permanent resident and a Missouri resident
- Be an undergraduate student enrolled full time at a participating Missouri school (Students with documented disabilities who are enrolled in at least six credit hours may be considered to be enrolled full time.)
- Have an Estimated Family Contribution of \$12,000 or less
- Not be pursuing a degree or certificate in theology or divinity
- Not have received your first bachelor's degree, completed the required hours for a bachelor's degree, or completed 150 semester credit hours

#### Flarsheim Grant

A Flarsheim Grant is an institutional grant which does not have to be repaid. These grants are awarded based on need using the U.S. Department of Education's standard formula and the availability of funds. The College receives a limited number of funds for these grants each year. Priority is given to those who are not otherwise eligible for federal or state grants.



## Loans

### **Federal Direct Subsidized Loan**

Federal Direct Subsidized loans are based on need as determined by the U.S. Department of Education's standard formula. The funds for these loans are obtained from the U.S. Department of Education. The federal government pays the interest on the student's behalf while they are in school on at least a half-time basis, during the grace period, and any authorized deferment periods. The grace period is the six-month period of time from when a borrower drops to less than half-time (six credit hours) to when repayment begins. Borrowers have up to ten years in which to repay these loans. Juniors and seniors may borrow up to \$5,500 per academic year if they qualify and have not reached their aggregate loan limit. Contact the Financial Aid Office for current interest rates.

### **Federal Direct Unsubsidized Loan**

Federal Direct Unsubsidized loans are available to students who do not qualify for all or part of the Subsidized Stafford loans. The terms of these loans are the same as the subsidized, except that the government does not pay the interest on behalf of the borrower at any time. The student is responsible for paying the interest from the time the loan is disbursed. The interest payment can be paid quarterly or the borrower may request to have the interest accrued and capitalized. Dependent students typically qualify for \$2,000 in unsubsidized loans and independent students typically qualify for \$7,000. Contact the financial aid office for current interest rates.

### **Federal Direct Parent Loan for Undergraduate Students (PLUS)**

Federal Parent Loans are available for parents of undergraduate, dependent students. These loans would allow parents to borrow up to the cost of attendance minus financial aid from other sources. Repayment begins within 60 days and borrowers have ten years to repay the loan. These loans are obtained from the U.S. Department of Education and are not need based. Contact the financial aid office for current interest rates.

### **Federal Perkins Loan**

A Federal Perkins Loan is awarded to students with need as determined by the U.S. Department of Education's standard formula and availability of funds. Repayment of these loans begins nine months after a student drops to less than half time. These loans are based on 5 percent simple interest with a repayment term of 10 years. The school is the lender. Cancellation options are available for certain occupational fields.

### **Federal Nursing Loan**

Nursing loans are awarded to students with need as determined by the U.S. Department of Education's standard formula and availability of funds. Repayment of these loans begins nine months after a student drops to less than half-time. These loans are based on 5 percent simple interest with a repayment term of 10 years.

## Federal Loan Repayment Alternatives

### Deferment

A deferment is a period during which your monthly loan payments are temporarily postponed. If you are enrolled in school at least half-time, unemployed, experiencing economic hardship, or meet other specific criteria, you may qualify for a deferment. However, you will be responsible for the interest that accrues on your Direct Unsubsidized Loan during the deferment period.

### Forbearance

Forbearance is a period during which your monthly loan payments are temporarily postponed or reduced. You may request a forbearance if you are willing but unable to make loan payments due to certain types of financial hardships. You will be responsible for the interest that accrues on all of your loans during the forbearance period.

In addition to completing the online loan counseling session, you should also read the Direct Loan Repayment Book and the Counseling Guide for Direct Loan Borrowers. Both publications are available from the Financial Aid Office and on [www.studentloans.gov](http://www.studentloans.gov). You will also receive information about your options for repayment during exit counseling. You will receive exit counseling before you separate from school or before you drop below half-time enrollment.

### Return of Non-Federal Student Aid/Personal Payments

If the student received federal aid, the return of federal funds is the first priority. If the student received state aid or institutional aid or made personal payments, the state and institutional aid are repaid proportionally according to the source of payments.

Federal student aid programs will be returned in the following regulated order: Federal Direct Unsubsidized Loans, Federal Direct Subsidized Loans, Federal Perkins Loans, Federal PLUS Loans and Federal Pell Grants, Federal SEOG and Other Title IV aid programs.

Students should also refer to the drop/withdraw policy to ensure they complete the requirements needed to drop/withdraw from a course(s).

### Return of Title IV Federal Student Financial Aid

The account of the student who has federal aid and withdraws from the College before the first 60 percent of the semester has occurred will be evaluated according to the Department of Education guidelines and formula.

The policy conforms to the Higher Education Amendments of 1998. Title IV programs affected are Subsidized and Unsubsidized Direct Loans, Perkins Loans, PLUS (Parent Loans for Undergraduate Students), Pell Grants and FSEOG grants.

Federal aid is earned by the percentage of the payment period the student completes. To figure the percentage of aid earned, divide calendar days completed in the semester by total days in the semester. Weekends are included, but scheduled breaks that are at least five days in length are excluded. If the student completes more than 60 percent of the semester, 100 percent of the aid is earned for the semester and no immediate repayment obligation is incurred. If the student completes 59 percent or less of the semester, the portion of federal aid

determined to be unearned must be repaid to the federal programs.

The College will return Title IV aid from the student's account according to the federal formula. A student may be required to return a Title IV overpayment. If the College notifies the student to return an overpayment, the student has 45 days to return the funds to the College. If the student does not comply with the 45-day requirement, the Department of Education will be notified to begin collection. The student will be ineligible for further Title IV aid until either the overpayment is paid in full or satisfactory repayment arrangements have been made with the Department of Education.

Institutional refunds and the formula used to determine the required return of federal and other student aid will be completed within 45 days of the withdrawal date.

### **Satisfactory Academic Progress of Graduate Student for Financial Aid**

Federal regulations require students to meet satisfactory academic standards in order to receive federal financial assistance. The two standards utilized by the College to determine satisfactory academic progress are quantitative and qualitative. Quantitative progress requires students to pass a minimum number of credit hours. Qualitative progress requires students to earn a predetermined Saint Luke's College cumulative grade point average. Students must be in compliance with the College's written standards for both quantitative and qualitative progress to maintain eligibility for any type of federal financial assistance. Students failing to maintain satisfactory academic progress will be ineligible for further federal financial assistance until academic progress guidelines are met. Final quantitative and qualitative progress will be assessed each semester.

Saint Luke's College will attempt to notify students when they have not maintained satisfactory academic progress. However, students are responsible for being aware of the satisfactory academic progress policies and eligibility guidelines even if the College's notification is not received.

#### **Quantitative Progress**

To be considered making satisfactory quantitative progress, graduate students must successfully complete at least 66 percent of the hours attempted. Failing grades (C, D, F) or withdrawal (W) will not be computed in the number of hours completed.

#### **Qualitative Progress**

To be considered making satisfactory qualitative progress, a graduate student must maintain a minimum cumulative grade point average of 3.0.

#### **Maximum Time Frame and Credit Hours**

Students may receive financial assistance for up to one and one-half times the normal program length (150 percent). Part-time attendance counts in this calculation. The normal program length for a graduate degree is 45 credit hours. Only hours applicable to the Saint Luke's College Master of Science in Nursing degree will be counted.

#### **Student Financial Appeals Process**

A student who fails to make satisfactory academic progress may appeal, in writing, the loss of eligibility. The appeal must be based on documented mitigating circumstances that were clearly beyond the student's control. Types of required documentation may include doctor

and hospital reports, legal documents, written statement/information from a relative or other official source.

Written appeals and all supporting documentation must be submitted to the dean of students (facilitator for the Student Appeals, Conduct & Grievances Committee). The Student Appeals, Conduct & Grievances Committee will review the appeal and supporting documentation. The dean of students will notify the student in writing of the committee's decision.

If necessary the student may appeal the decision of the Student Appeals, Conduct & Grievances Committee with the chief financial officer with a further appeal option with the president. The chief financial officer and/or president may accept, modify or reject the recommendations of the Student Appeals, Conduct & Grievances Committee. The decision of the president shall be final and not subject to further appeal.

### **Satisfactory Academic Progress of Undergraduate Student for Financial Aid**

Federal regulations require students to meet satisfactory academic standards in order to receive federal financial assistance. The two standards utilized by the College to determine satisfactory academic progress are quantitative and qualitative.

Quantitative progress requires students to pass a minimum number of credit hours. Qualitative progress requires students to earn a predetermined Saint Luke's College cumulative grade point average. Students must be in compliance with the College's written standards for both quantitative and qualitative progress to maintain eligibility for any type of federal financial assistance. Students failing to maintain satisfactory academic progress will be ineligible for further federal financial assistance until academic progress guidelines are met. Final quantitative and qualitative progress will be each semester.

Saint Luke's College will attempt to notify students when they have not maintained satisfactory academic progress. However, students are responsible for being aware of the satisfactory academic progress policies and eligibility guidelines even if the College's notification is not received.

#### **Quantitative Progress**

To be considered making satisfactory quantitative progress, a student must successfully complete at least 75 percent of the hours attempted. Failing grades (D, F) or withdrawal (W) will not be computed in the number of hours completed.

#### **Qualitative Progress**

To be considered making satisfactory qualitative progress, a student must maintain a minimum cumulative grade point average of 2.0.

#### **Maximum Time Frame and Credit Hours**

Students may receive financial assistance for up to one and one-half times the normal program length (133.3 percent). Part-time attendance counts in this calculation. The normal program length for an undergraduate degree is 124 credit hours. Only hours applicable to the Saint Luke's College Bachelor of Science in Nursing will be counted.

#### **Student Financial Appeals Process**

A student who fails to make satisfactory academic progress may appeal, in writing, the loss

of eligibility. The appeal must be based on documented mitigating circumstances that were clearly beyond the student's control. Types of required documentation may include doctor and hospital reports, legal documents, written statement/information from a relative or other official source.

Written appeals and all supporting documentation must be submitted to the dean of students (Facilitator for the Student Appeals, Conduct & Grievances Committee). The Student Appeals, Conduct & Grievances Committee will review the appeal and supporting documentation. The dean of students will notify the student in writing of the committee's decision.

If necessary the student may appeal the decision of the Student Appeals, Conduct & Grievances Committee with the chief financial officer with a further appeal option with the president. The chief financial officer and/or president may accept, modify or reject the recommendations of the Student Appeals, Conduct & Grievances Committee. The decision of the president shall be final and not subject to further appeal.

## **College Scholarships**

The Saint Luke's College of Health Sciences scholarship program is dedicated to providing financial support so students can achieve their dream of obtaining a College degree and/or continued education. The College acknowledges that hard work does not always alleviate the difficulty some students have in garnering enough resources for advancing their education. Our alumni and friends continue to join these students in their quest by offering a variety of scholarships. The College offers scholarship opportunities for all our undergraduate and graduate students including scholarships to promote diversity, to assist nursing students during their final BSN semester, and to assist incoming students across all program areas.

### **Diversity Scholarship**

The minimum criteria for the Diversity Scholarship include:

- Undergraduate students from under represented populations including ethnic minority groups, rural based students, or first-generation College students (neither parent has a 4- year bachelor's degree)
- Male applicants to the nursing programs are encouraged to apply
- Students enrolled in a minimum of six credit hours per semester
- Students with financial need as defined by federal guidelines (applicants must complete the FAFSA)

Scholarships will be awarded as funds are available.

### **Saint Luke's College of Health Sciences Scholarship**

The minimum criteria for the Saint Luke's College of Health Sciences Scholarship include:

- Undergraduate students at Saint Luke's College of Health Sciences enrolled as a full-time student (12 credit hours or more per semester)
- Students with financial need as defined by federal guidelines (applicants must complete the FAFSA)

Scholarships will be awarded as funds are available.

## Graduate Scholarship

The minimum criteria for the Graduate Student Scholarship include:

- Students pursuing a master's degree at Saint Luke's College of Health Sciences in a health-care related field
- Students with financial need as defined by federal guidelines (applicants must complete the FAFSA)
- Continuing students with a minimum cumulative Saint Luke's College of Health Sciences GPA of 3.20
- New students with a minimum cumulative GPA of 3.20 from their baccalaureate level degree
- Students enrolled in five credit hours or more per semester

Scholarships will be awarded as funds are available.

## Work Study

Federal Work-Study (FWS) provides part-time jobs for undergraduates, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to the recipient's course of study. Eligibility for work study is based upon need and availability of funds.

## You Must Repay Loans

Plan ahead for repayment and budget wisely. At some point you must begin repaying your loan(s), even if you do not finish school, do not graduate, are not satisfied with your educational experience, or cannot find employment after graduation.

After you graduate, leave school, or drop below half-time enrollment, you have six months before you must begin repayment on your Direct Stafford (Subsidized and/or Unsubsidized) Loan. This is called a grace period. The first actual payment is due within 60 days after your grace period ends. If you return to school at least half-time before that six month period ends, the repayment of your Direct Loan(s) will not begin until the day after your grace period ends. Students have the option of repaying unsubsidized interest while they are in school or allowing it to accrue and be capitalized (that is, added to the principal amount of the loan). If the borrower chooses not to pay the interest as it accrues, this will increase the total amount repaid because of interest charged on a higher principal amount.

## The Financial Aid Office Code of Conduct

In order to help students meet their educational goals and to ensure access to all financial resources, the financial aid professionals of Saint Luke's College of Health Sciences adhere to the following Code of Conduct to govern its relationships with private lenders in the student loan industry.

1. No action will be taken by Saint Luke's College of Health Sciences' financial aid staff that is for their personal benefit or could be perceived to be a conflict of interest.
  - a. Employees within the financial aid office will not award aid to themselves or their immediate family members. Staff will reserve this task to an institutionally designated person, to avoid the appearance of a conflict of interest.
  - b. If a preferred lender list is provided, it will be compiled without prejudice and for the sole benefit of the students attending Saint Luke's College of Health Sciences. The information included about lenders and loan terms will be transparent, complete, and accurate. The complete process through which preferred lenders are selected will be fully and publicly disclosed. Borrowers will not be auto-assigned to any particular lender.
  - c. A borrower's choice of a lender will not be denied, impeded, or unnecessarily delayed by the institution, even if that lender is not included on Saint Luke's College of Health Sciences' preferred lender list.
  - d. No amount of cash, gift, or benefit in excess of a de minimis amount shall be accepted by a financial aid staff member from any financial aid applicant (or his/her family), or from any entity doing business with or seeking to do business with Saint Luke's College of Health Sciences (including service on advisory committees or boards beyond reimbursement for reasonable expenses directly associated with such service).
  - e. Financial Aid Staff will refrain from taking any action he or she believes is contrary to law, regulation, or the best interests of the students and parents he or she serves.
2. Information provided by the financial aid office is accurate, unbiased, and does not reflect preference arising from actual or potential personal gain.
3. All required consumer information is displayed in a prominent location on the institutional web site(s) and in any printed materials, easily identified and found, and labeled as "Consumer Information."
4. Financial aid professionals will disclose to their institution any involvement, interest in, or potential conflict of interest with any entity with which Saint Luke's College of Health Sciences has a business relationship.

\*Adapted for Saint Luke's College of Health Sciences from the NASFAA Board of Director's Code of Conduct and the Higher Education Opportunity Act of 2008 published requirements.

## General Education Framework and Courses

Saint Luke's College of Health Sciences offers a general education framework that supports the institutional mission of preparing health professions leaders to effectively meet the health care needs of diverse populations. The framework is modeled as a comprehensive, interdisciplinary student experience enhancing students' educational process. It captures the essence of health sciences, is geared to the health professions, and holds a strong foundation and promotes sensitivity and understanding of multiculturalism and global views. As part of this framework the College offers several general education/support courses for students to fulfill their program requirements. These courses are open to all admitted students at SLCHS and to any non-degree seeking student who wishes to pursue program per-requisites or individualized coursework.

### General Education Course Descriptions

#### BIOLOGY

##### **BSCI 100 Introduction to Health and Science: 3 credit hours**

The basic level bridge course is designed for students who are considering a career or major in the sciences and/or health professions. Through formal lectures, workshops and interactive exercises, students are presented with introductory content in basic sciences, health professions and research fundamentals, including the role of a scientist; the scientific method; public health and determinants of health; signs and symptoms of selected diseases; motion analysis; and study of viruses. The course includes a mandatory research component with an assigned faculty mentor, where students will propose and conduct a research study and present their findings.

##### **BSCI 105 Principles of Biology: 4 Credit Hours**

This course is an introduction to biology at the college level. An examination of the fundamental characteristics common among living things. Emphasis is placed upon studies of the cell, energy, metabolism, reproduction, heredity, ecology, phylogeny and the diversity of life.

##### **BSCI115 Environmental Health: 3 Credit Hours**

The emphasis of this course is to understand the intricate biological, cultural and environmental interactions that have taken place throughout human history and the diversity of health issues that have emerged as a result of this interaction.

##### **BSCI 120 Foundations of Anatomy and Physiology: 4 Credit Hours**

This is a single semester course (lecture and lab) designed to provide an understanding of the structure and function of the human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory and circulatory systems. The course is designed for students wishing to pursue careers in health care.

##### **BSCI 225 Anatomy and Physiology I with Lab: 4 Credit Hours**

Anatomy and Physiology I is the first course of the two-term sequence in anatomy and physiology. This course serves as an introduction to the basic principles of anatomy and physiology. Topics covered include integumentary, skeletal, muscular, nervous, and special senses systems which are covered in detail. This course gives the student an in-depth understanding of how these systems work both independently and together in the human body.



### **BSCI 235 Anatomy and Physiology II with Lab: 4 Credit Hours**

Anatomy and Physiology II is the second of the two-term sequence in anatomy and physiology. Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as how these systems work and relate to one another.

### **BSCI 240 Foundations of Epidemiology: 3 Credit Hours**

This course provides a foundation of topics in epidemiology through examining infectious disease, chronic disease, and general health. Students will learn from real world health problems and demonstrate how epidemiology is used to better understand, prevent, and treat these “health states” among populations. Prerequisite: MATH 207 Biostatistics with a C or better.

### **BSCI 250 Microbiology: 4 Credit Hours**

This course is a survey of the microbial world; interactions between microbes and host, microbial diseases of humans; the environmental and economic impact of microorganisms. Provides students a background in basic and applied microbiology with emphasis on the role microorganisms play in human health and life.

## **CHEMISTRY**

### **CHEM 105 Principles of Chemistry: 3 Credit Hours**

This course provides a basic understanding of the key chemistry principles needed for students in the health professions. Topics covered will include topics measurement in chemistry, the theory of atomic structure, chemical periodicity, types of chemical reactions in aqueous solution, chemical bonding, acids and bases, chemical equilibria, and nuclear chemistry.

### **CHEM 202 Nutrition for Health Professionals: 3 Credit Hours**

This course focuses on the application and discussion of fundamental nutrition components that are essential to health. Specific attention will be placed on nutrients and their functions, recommended nutrient intakes, evaluation of dietary adequacy, food sources, and the relationship of nutrition to optimum health, disease prevention, and specific medical conditions. Prerequisite: BSCI 225 with a “C” or better.

## **Communication**

### **COMM 110 Oral and Interpersonal Communication in Health: 3 Credit Hours**

The ability to communicate effectively in a one-on-one setting and in a larger group is a critical skill that all health professionals must have. Scenarios in which such communication skills are needed include conversations with patients, discussions of cases with colleagues, teaching within the context of morning rounds or patient care, and interdisciplinary care.

## **English**

### **ENGL 130 Written Communication for Health Professionals: 3 Credit Hours**

Health professionals will be required to communicate in written form for multiple reasons in addition to charting and patient notes. Conducting clinical studies and investigations, teaching roles in academia, and communication with patients and peers all necessitate effective written communication.

### **ENGL 150 Professional Communication in Health: 3 Credit Hours**

This class will review the various ways in which all levels of health care professionals communicate, including medical school curriculum, routine discussions in the health care system, interdisciplinary/multi-specialty meetings regarding patient care, and meetings/conferences.

## **GNED**

### **GNED 100 Freshman Seminar: 1 Credit Hour**

This course will provide practical tips for college success and is designed to empower students to be active learners by providing them with an intensive orientation to college. Students will explore college resources and activities, and work to build computer, study, and time management skills.

## **HISTORY**

### **HIST 120 Themes in the History of Modern Medicine: 3 Credit Hours**

This course introduces students to the historical context and development of important themes relevant to the medical profession, including disease categorization and stigmatization, medical education, and the professionalization of medicine in America. Although focused in the U.S., topics will enable students to understand health and medicine in a global context. Students will read literature that will lay the historical foundation for their field with profession-relevant themes.

## **HEALTH**

### **HLTH 100 First Aid and CPR: 1 Credit Hour**

This course teaches students critical skills needed to respond to and manage a first aid or cardiac emergency. Students learn skills such as how to treat bleeding, sprains, broken bones, shock and other first aid emergencies as well as BLS-CPR & AED. The CPR portion of the course teaches how to perform CPR on adults, children, and infants (including rescue breathing with a mask, a bag-mask device, and oxygen); how to use an automated external defibrillator (AED); and how to help someone who is choking. Passing a practical skills and written exam (with an 80 percent or better) are required for certification.

### **HLTH 110 Medical Terminology: 2 Credit Hours**

This course introduces the skills and knowledge needed to develop an understanding of the language of medicine and health care. This course will increase the student's ability to utilize and recognize medical terminology through the use of medical word stems, suffixes, and prefixes as related to the body systems, diseases, and medical conditions. Word pronunciation, spelling, and basic documentation are also emphasized.

### **HLTH 200 Principles of Public Health: 3 Credit Hours**

This course offers an introduction to the principles and practice of safeguarding and improving the health and well-being of populations. Students examine the philosophies, goals, history, and organization of the field of public health. The course explores key concepts of public health, including morbidity and mortality, infectious and chronic disease, social determinants of health, and health disparities within populations.

### **HLTH 210 Global Encounters: How We See the World and the World Sees Us: 3 Credit Hours**

We hear a great deal about how we should think about other countries or cultures, and how they think about the United States. What we do not often think about, however, is how

accurate these descriptions are. Why, for instance, are some countries considered allies and others considered enemies? How does the way we perceive the world as a whole affect how we feel about specific nations or regions?

## **HUMANITIES**

### **HUMS145 Medical Ethics: Decision Making Under Uncertainty: 3 Credit Hours**

This course will introduce the student to ethical problems associated with the practice of medicine, the pursuit of biomedical research, and health care social policy. The course will begin with an introductory examination of major ethical theories and moral principles. With the use of these theories and principles, the course will explore such issues as: autonomy, truth telling, and patient confidentiality; research ethics an informed consent; animal experimentation; reproductive control; assisted reproduction and human reproductive cloning; abortion; the dilemma of impaired infants; treating or terminating; euthanasia and assisted reproduction; organ transplants and scares medical resources; and justice and the distribution of health care.

### **HUMS205 Healing Through the Body: A Survey of Dance/Movement Therapy 3 Credit Hours**

This course offers an overview of the practice of Dance/Movement (DMT) and its application as treatment modality for medical and mental health records. Information regarding the history and evolution of DMT, common techniques and their applicability in traditional counseling, ethical concerns, multicultural awareness, and the use of this approach with special populations will be reviewed.

## **MATH**

### **MATH 110 Mathematical Principles for Health Professionals: 3 Credit Hours**

This course is designed to focus, utilize and build on mathematical skills commonly used in all health occupations. Students will use applied techniques, problem-solving and critical thinking to perform mathematical operations such as computations, ratio and proportion, weights and measurements and conversions.

### **MATH 207 Biostatistics: 3 Credit Hours**

Biostatistics is an introduction to statistical concepts and reasoning. This course provides a survey of data and data types. Specific topics include tools for describing central tendency and variability in data; methods for performing inference on population means and proportions via sample data; statistical hypothesis testing and its application to group comparisons; issues of effect and sample size. Research design will complement each analysis type. All computations will be computer software based and the emphasis is on interpretation and concepts. This course is a non-mathematical approach designed for the biostatistics allied health consumer.

## **HEALTH POLICY**

### **PLSC 211 Health Policy and Law: 3 Credit Hours**

The course provides students with an introduction to the study of health policy and legal practices by linking the theoretical with the practical. The course focuses on three areas of analysis: 1) descriptive 2) evaluative and 3) prescriptive. Students will develop skills required to define and critically examine policy problems, articulate relevant decision-making criteria and assess alternative policy options in the health care sector.

## **PSYCHOLOGY**

### **PSYCH 145 Sociocultural Approaches to Health Psychology: 3 Credit Hours**

Sociocultural approaches in health psychology focuses on the biopsychosocial model of health in which biological, psychological, social and cultural factors contribute to health and well-being, as well as illness and disease. The course will examine the development of the field of health psychology, discuss the research methods used by health psychologists; examine health enhancing behaviors such as exercise and nutrition, as well as health compromising behaviors such as drug abuse and other risky behaviors and discuss models that explain behavior maintenance and change. Each health behavior will be examined from a sociocultural perspective.

### **PSYCH 225 Human Growth and Development: 3 Credit Hours**

This course is a survey of the physical, cognitive, emotional and social factors in human development from conception to death. Students will learn about various theories, themes, and concepts applicable to the life-span from birth through senescence and death; and explore ways in which they can apply these to their own development and the development of others.

## **SOCIOLOGY**

### **Medical Sociology: 3 Credit Hours**

This course provides students with a general understanding of the theoretical, conceptual, and methodological approaches to studying people in groups, institutions, societies and interpersonal interaction as applied to the medical field. It critically analyzes the social construction and perceptions of health, illness and medical organization.

## **SPANISH**

### **SPAN 150 Spanish for Health Professionals (Level 1): 3 Credit Hours**

Spanish for Medical Professionals is designed for health profession students who want to learn Spanish at a novice-mid/high level according to the ACTFL Proficiency Guidelines. This course, taught in Spanish, will prepare health care students to develop proficiency and confidence in their working language skills to communicate effectively and confidently with Spanish-speaking patients in medical and healthcare settings.

### **SPAN 250 Conversational Spanish for Healthcare Professionals (Level 2): 3 Credit Hours**

This course is designed to health profession students who want to learn Spanish at an intermediate-mid level according to the ACTFL Proficiency Guidelines. This course, taught in Spanish, will prepare health care practitioners to achieve a fluency and competence in medical Spanish through the practice of pronunciation, vocabulary, idioms, and grammatical structures, all with the context of the medical and health related fields.

## General Education Program of Study

Core Courses	Credit Hour(s)
<b>Core 0 – College Prep (1 Credit)</b>	
GNED 100 Freshman Seminar	1
<b>Core I – Communication (9 Credits)</b> Take all the following courses:	
COMM 110 Oral and Interpersonal Communication	3
ENGL 130 Written Communication for Health Professionals	3
ENGL 150 Professional Communication in Health	3
<b>Core 2A – Quantitative Reasoning - Math (3 Credits)</b> Select one of the following courses:	
MATH 110 Mathematical Principles for Health Professionals	3
MATH207 Biostatistics	3
<b>Core 2B – Quantitative Reasoning - Science (3-4 credits)</b> Select one of the following courses:	
BSCI 105 Principles of Biology	4
BSCI 115 Environmental Health	3
BSCI 120 Foundations of Anatomy and Physiology	4
CHEM 105 Principles of Chemistry	3
<b>Core 3 – Global Understanding (12 credits)</b> Take all of the following courses:	
HIST 120 Themes in the History of Modern Medicine	3
HLTH 211 Global Health and Wellness: Visions of Global Healthcare	3
SPAN 150 Spanish, Essential Elements and Cultural Awareness for Health Professionals Facing the New Century	3
SPAN 200 Conversational Spanish and Cultural Competence for The 21st Century, a Primer for Health Care Professional	3
<b>Core 4 – Social and Political Understanding (12 credits)</b> Take all of the following courses:	
BADM160 The Health Care Sector in the U.S. and Beyond	3
PLSC 211 Introduction to Health Policy	3
PSYC145 Sociocultural Approaches to Health Psychology	3
SOCI 140 Medical Sociology	3
<b>Core 5 – Artistic Appreciation and Ethics (6 credits)</b> Take all of the following courses:	
HUMS 145 Medical Ethics: Decision Making Under Uncertainty	3
HUMS 205 Healing Through the Body: A Survey of Dance/Movement Therapy	3

## **Undergraduate Programs**

### **Bachelor of Science in Nursing Program (BSN) Mission**

The Bachelor of Science in Nursing program seeks to provide quality education to a diverse student population that transforms them into nurse generalist leaders that promotes high quality, safe, evidence based practice. Through innovative education that develops the students' leadership potential, foster community service, and encourage lifelong learning.

### **BSN Degree Requirements**

#### **Academic Requirements**

Upon recommendation of the faculty, the College will confer the degree of Bachelor of Science in Nursing upon students who have fulfilled the following requirements:

1. Completion of the 124 hours of the required program of study for the BSN degree
2. Completion of the 61 semester hours of nursing coursework within four years of enrollment at Saint Luke's College
3. A cumulative grade point average of 2.0 with no grade below C counting towards graduation
4. BSN students must earn a minimum of 30 nursing credit hours from Saint Luke's College of Health Sciences to meet residency requirement

#### **Additional Requirements for Graduation**

- Students must make satisfactory arrangements for all financial obligations to the College
- All books, supplies, and equipment belonging to the College must be returned

## BSN Program of Study

### Fall 2017 Cohort Only

<b>2017 FALL SEMESTER (J1)</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N301	Pathophysiology and Applied Pharmacology I	3
N306	Health Assessment and Promotion	3
N308	Health Assessment and Promotion Lab	1
N338	Foundations of Professional Nursing	4
N340	Foundations of Professional Nursing Lab	1
N342	Foundations of Professional Nursing Clinical	3
	<b>Total Credits</b>	<b>15</b>
<b>2018 SPRING SEMESTER (J2)</b>		
N351	Pathophysiology and Applied Pharmacology II	3
N376	Adult Health Nursing	4
N378	Adult Health Nursing Lab	1
N380	Adult Health Nursing Clinical	3
N387	Evidence Based Practice in Nursing	3
N379	Professionalism I	1
	<b>Total Semester</b>	<b>15 credits</b>
<b>2018 FALL SEMESTER (S1)</b>		
N365	Psychosocial and Ethical Aspects of Care	2
N383	Professionalism II	1
N424	Community and Mental Health Nursing	4
N426	Community Mental Health Nursing Clinical	2
N432	Maternal Child Health Nursing	4
N434	Maternal Child Health Nursing Clinical	2
	<b>Total Semester</b>	<b>15 credits</b>
<b>2019 SPRING SEMESTER (S2)</b>		
N475	Nursing Leadership (10 Weeks)	3
N486	Complex Care of Adults (10 weeks)	4
N488	Complex Care of Adults Clinical and Simulation (10 weeks)	3
N494	Transition to Professional Practice (5 weeks)	2
N496	Transition to Professional Practice Clinical (5 weeks)	2
	<b>Total Semester</b>	<b>14 credits</b>
	<b>2-Hour Elective</b>	<b>2 Credits</b>
	<b>Total Credits</b>	<b>61 Credits</b>

A 2-credit hour nursing elective course must also be taken prior to graduation. The nursing elective must be an approved elective as listed in the academic course catalog and it must be taken at SLCHS. Most electives are offered in the summer, but occasionally several are also offered in the fall and spring.

## **BSN Course Description and Course Prerequisites**

### **N301 Pathophysiology and Applied Pharmacology I: 3 Credit Hours**

In this course, students apply their knowledge of basic anatomy and physiology to the development of an understanding of foundational pathophysiological concepts, such as cellular injury, loss/change in normal structure and function, inflammation, infection, and stress response and the pathogenesis, pathophysiology, manifestations, diagnosis and treatment modalities (including pharmacology) of selected health deviations. The disorders discussed are representative of those commonly occurring in the population. Emphasis is given to students' development of an understanding of pharmacokinetic and pharmacodynamic principles and application of knowledge of major drug classifications/select prototype drugs to the safe administration of medications, effective monitoring, and appropriate evaluation of physiological responses (therapeutic and adverse) across the lifespan.

### **N306 Health Assessment and Promotion: 3 Credit Hours**

This course provides an introduction to health assessment and promotion for adults of all ages. Emphasis is given to the theoretical concepts of physical assessment techniques, interviewing skills, focused body system assessments, genetic and health risk assessments and to the key elements of the physiological, developmental, spiritual, socioeconomic, cultural, and aging dimensions essential for holistic assessment. Students are introduced to evidence-based clinical assessment tools. (Corequisite N308)

### **N308 Health Assessment and Promotion Lab: 1 Credit Hour**

In this course, students master the skills required to collect a health history, perform health assessments, and provide basic health promotion teaching to adults of all ages. Faculty designed and guided skills laboratory and simulated learning experiences provide opportunities for students to gain the cognitive, technical, and interpersonal skills needed to perform comprehensive and focused assessments. Students utilize evidence-based clinical assessment tools to identify patient specific health issues. Students document health assessment findings using appropriate medical terminology and current documentation methods, including electronic health records. Laboratory experiences provide students with opportunities to recognize abnormal assessment findings and to appropriately report findings to other interprofessional team members. (Corequisite N306)

### **N338 Foundations of Professional Nursing: 4 Credit Hours**

This course provides a foundation in the essential principles, concepts, and skills needed by the beginning nursing student learning the role of the nurse generalist. Students are introduced to legal/ethical principles, diverse health practices, health and illness concepts, health-care systems, complementary and alternative therapies, evidence-based nursing practice, and the underlying principles and rationale for basic nursing skill procedures. Interprofessional communication, ethical comportment, and professional standards and values are presented as the concepts foundational to the professional nursing role. Emphasis is placed on the role of the nurse in the provision of safe patient care, effective communication, accurate dosage calculation, safe medication administration, patient teaching, health promotion, performance of basic nursing skills, and utilization of the nursing process. (Pre/Corequisites: N301, N306, N308, N340, N342)

### **N340 Foundations of Professional Nursing Lab: 1 Credit Hour**

In this course, students have the opportunity to learn and practice essential basic clinical nursing skills in the Nursing Skills Laboratory. Through the planned use of human patient simulators, database searching, and laboratory learning activities, students are able to apply basic



nursing concepts and clinical reasoning to simulated clinical situations and to the performance of safe, evidence-based basic nursing skills. Students apply knowledge of current technological trends and utilize equipment for delivery and documentation of basic nursing care. (Corequisites: N301, N306, N308, N338, N342)

#### **N342 Foundations of Professional Nursing Clinical: 3 Credit Hours**

Opportunities for the application of fundamental principles and the safe performance of basic nursing skills are provided through faculty guided clinical learning experiences in adult healthcare settings and planned patient simulations in the Nursing Skills Laboratory. Supervised clinical experiences are designed to promote problem solving and clinical reasoning, to increase knowledge of nursing practice, and to promote skill development. Students provide direct nursing care for adults and older adults with acute and chronic alterations in health in a variety of clinical settings throughout the Kansas City area. (Corequisites: N301, N306, N308, N338, N340)

#### **N351 Pathophysiology and Applied Pharmacology II: 3 Credit Hours**

This is a comprehensive study of human pathophysiology and the application of pharmacology appropriate to the professional nurse role and builds on the acquired knowledge from Pathophysiology and Pharmacology 1 - NUR301. Specific body systems studied will include pulmonary, cardiovascular, neurological, renal, musculoskeletal, and integumentary. Students will demonstrate a cumulative knowledge of the application of pathophysiologic and pharmacologic processes to the care and promotion of health and wellness across the lifespan. Major drug classes and prototypical drugs are presented with specific application to nursing care within the nursing process. (Prerequisites: N301, N306, N308, N338, N340, N342)

#### **N365 Psychosocial and Ethical Aspects of Care: 2 Credit Hours**

This course addresses basic psychosocial dynamics, collaborative and therapeutic communication skills, understanding of human responses in a variety of life situations, life transitions, bioethical dilemmas, and cultural, sexual, and spiritual diversity. (Prerequisites: N338, N340, N342)

#### **N376 Adult Health Nursing: 4 Credit Hours**

This course provides a foundation in the essential principles, concepts, and skills needed for the care of adult patients with alterations in health. Emphasis is focused on evidenced based nursing care of patients with acute/chronic alterations in health. This course will expand the students' knowledge and application of the nursing process while applying key concepts of pharmacology and pathophysiology. Concepts of aging, health promotion, and restoration of health are integrated throughout the course (Prerequisites: N301, N306, N308, N338, N340, N342; Corequisites: N378, N380; Pre/corequisites: N351)

#### **N378 Adult Health Nursing Lab: 1 Credit Hour**

In this course students have the opportunity to learn, and practice essential basic clinical nursing skills in the Nursing Skills Laboratory. Through the planned use of human patient simulators, database searching, and laboratory learning activities, students are able to apply basic nursing concepts and clinical reasoning to simulated clinical situations and to the performance of safe, evidence-based basic nursing skills. Students apply knowledge of current technological trends and utilize equipment for delivery and documentation of basic nursing care. (Prerequisites: N301, N306, N308, N338, N340, N342; Corequisites: N351, N380, N376)

**N379 Professionalism I: 1 Credit Hour**

Professionalism I is a hybrid course designed to promote students' assimilation into the profession of nursing and to assist in developing skills and strategies that will ensure success in effective transition into an evidenced-based profession with an emphasis on professional communication.

**N380 Adult Health Nursing Clinical: 3 Credit Hours**

Opportunities to apply theoretical concepts and perform nursing skills specific to adult and older adult patients are provided through faculty and clinical instructor guided clinical learning experiences in acute care settings and the operating room. The simulated clinical experiences expose students to varying methods to obtain skill acquisition that will translate to the clinical setting. (Prerequisites: N301, N306, N308, N338, N340, N342; Corequisites: N376, N378, N351)

**N383 Professionalism II: 1 Credit Hour**

Professional II is an online course designed to promote students' assimilation into the profession of nursing. Students will explore the American Nursing Association (ANA) Scope and Standards of Practice, discuss how the Nurse Practice Act and HIPPA influences nursing and practical standards. Identify the factors involved with workplace violence and evaluate the legal and ethical implications of nursing practice.

**N387 Evidence-Based Practice in Nursing: 3 Credit Hours**

This didactic course provides students with an introduction to research concepts and methods commonly used in nursing research. Students will identify and apply steps of the research process. They will also critique the quality of research studies by applying research concepts. Students will learn what constitutes evidence-based practice and how to use nursing research in professional nursing practice. Finally, students will specify how they can facilitate the use of evidence-based practice in clinical settings. (Prerequisites: N338, N340, N342)

**N424 Community and Mental Health Nursing: 4 Credit Hours**

This course presents a multi-systems approach designed to prepare students to care for individuals, families, and aggregates across the lifespan within dynamic community environments in a changing health care system. This course provides students with opportunities to expand their knowledge in specified areas related to nursing practice; community health and mental health nursing. Content is presented in an integrated format, with primary emphasis on providing care in the community setting to aggregates vulnerable populations.

**N426 Community and Mental Health Nursing Clinical: 2 Credit Hours**

This clinical course sets the context for students to care for individuals, families and aggregates across the lifespan in a variety of settings. This course provides students opportunities to apply their skills in specified areas related to nursing practice; particularly community and mental health nursing. The students will become members of a community, with the focus on care of special populations. This course has several clinical components: 1) community and mental health, clinical agencies; 2) simulation experiences in mental health.

**N432 Maternal Child Health Nursing: 4 Credit Hours**

This course provides students with the theoretical basis for the nursing care of childbearing and childrearing families. Health promotion and optimal patient and family wellness are explored in the care of the childbearing woman during the perinatal periods and in the care of the child rearing family from birth through adolescence. Study of common, acute, and chronic health problems occurring in the childbearing process, and in infancy through adolescence will be addressed. Nursing strategies necessary for optimal birth experiences and safe quality nursing care of maternal-child patients and families will be emphasized.

**N434 Maternal Child Health Nursing Clinical: 2 Credit Hours**

This course provides students with the opportunities to apply nursing theory in the care of childbearing and childrearing families. Nursing care for health and promotion and optimal patient and family wellness are the focus in the care of the childbearing women during the perinatal periods and in the care of the childrearing family from birth through adolescence. An understanding of common, acute, and chronic health problems occurring in the childbearing process, and in infancy through adolescence will be demonstrated. Nursing strategies necessary for optimal birth experiences and safe quality nursing care of maternal-child patients and families will be implemented.

**N475 Nursing Leadership: 3 Credit Hours**

This course prepares the nurse generalist for a leadership role in an ever changing health care environment. The student is given the opportunity to critically evaluate and synthesize varying concepts of nursing management, conflict resolution, change theories, healthcare law and policy. This course will examine such leadership tools as strategic planning, prioritization, delegation, time management, quality measures with performance improvement, budgets, and productivity. Students have an opportunity to assess their new emerging role as a nurse advocate and envision their place through investigation of evidence based practice and the Institute of Medicine's Future of Nursing. (Prerequisites: N450, N451, N452,N456; Pre- or Corequisites: N387)

**N486 Complex Care of Adults: 4 Credit Hours**

This hybrid course provides students with the concepts and skills necessary for the delivery of safe, effective nursing care for patients with complex, multi-system alterations in health as a result of disease or trauma. Emphasis is focused on evidence-based nursing care practices for adults and older adults with complex health problems and on expansion of the student's knowledge and application of the nursing process and key pharmacological and pathophysiological concepts. There is also emphasis on concepts and application of nursing strategies related to multiple contexts, including acuity, health promotion and restoration, cultural, end-of-life, and ethical/moral phenomena. (Prerequisites: N450, N451, N452, N456; Corequisite: N488)

**N488 Complex Care of Adults in Clinical and Simulation: 3 Credit Hours**

The purpose of this course is to provide students with simulated and clinical experiences that allow them to apply theoretical concepts and skills related to the holistic and safe care of adults and older adults with complex, multi-system alterations in health as a result of disease or trauma. Emphasis is on evidence-based nursing care practices and effective decision making and priority setting for patients in a variety of settings, including critical care, emergency care, and rehabilitation. Emphasis will also be placed on effective nursing strategies for managing patients with varied potential for health restoration and wellness following acute illness or injury. (Prerequisites: N450, N451, N452, N456; Corequisite: N486)

**N494 Transition to Professional Practice: 2 Credit Hours**

In the promotion of successful entry into the nursing profession for quality, safe, effective practice, this course provides students with information regarding the NCLEX-RN test plan and testing process for RN licensure. Emphasis is given to individual remediation based on NCLEX- RN predictor performance. Additionally, this course equips the student to synthesize prior knowledge, addresses issues relevant to the registered nurse, and prepares the student for entry into the practice of nursing. (Prerequisites: All required courses. Corequisite: N496)

**N496 Transition to Professional Practice Clinical: 2 Credit Hours**

Opportunities to demonstrate mastery of the concepts and skills inherent in the beginning practice role of a registered nurse (baccalaureate nurse generalist) and achievement of program student learning outcomes are provided in this five-week clinical experience. Emphasis is placed on development of the first-level management skills necessary for the provision of nursing care to groups of patients in acute or sub-acute care settings. (Prerequisites: All required courses. Corequisite: N494)

**Nursing Electives (Both BSN and RN students can enroll)**

A variety of nursing electives will be offered, which will provide the student with opportunities for expanded experiences in nursing specialties and for personal and professional growth.

**N327 Holistic Health for Nurses: 2 Credit Hours**

This elective didactic course explores the nurse's journey to holistic health. The concepts of holism, healing, and the nurse as healer will be discussed. Students will assess their current health status and health practices. They will examine the integration of daily self-care and complementary and alternative therapies in order to establish and maintain a healthy lifestyle. A variety of complementary and alternative healing modalities will be presented. (Prerequisite: None)

**N331 Caring for Clients at Camp: 1 Credit Hour**

This elective didactic course provides an opportunity for the student to acquire knowledge and skills needed to provide healthcare for clients in the camp setting. The role of the nurse in providing primary, secondary, and tertiary levels of prevention is emphasized. Nursing process, principles of growth and development, nutrition, and legal issues are integrated throughout the course. (Prerequisite: N338, N340, N342; Corequisite: N332)

**N332 Caring for Clients at Camp Practicum: 1 Credit Hour**

Clinical experiences will be in a residential camp setting and are limited to students who have completed first semester courses and are concurrently taking N331. The student will participate in pre-camp planning sessions, camp activities, and post-camp evaluation in this elective clinical course. (Prerequisite: N376, N378, N380; Corequisite: N331)

**N344 Basic Dysrhythmias: 2 Credit Hours**

This course includes an overview of cardiac physiology and electrophysiology and analysis, nursing implications, and basic interventions of common cardiac rhythms. This course is designed for students who are interested in pursuing a career in cardiovascular, critical care, progressive care, maternal-child, perioperative, pre-hospital and trauma, and medical-surgical nursing where cardiac monitoring is common. Prerequisites are N351 and N376.

**N353 Animals in Healthcare: 2 Credit Hours**

This course provides an overview of the role that animals have in today's healthcare systems. Coursework emphasizes the utilization of animals in nursing homes, physical therapy, and hospitals. The course will incorporate a combination of classroom-based seminars, FEMA Animals in Disaster self-study program, research into the role animals play in the well-being of patients, and clinical experiences at a variety of sites. Students will develop an understanding of the importance animals play in the health and well-being of many patients. (Prerequisite: None)

**N359 Introduction to Forensic Nursing: 2 Credit Hours**

In this course the learner is introduced to the principles and standards of the Forensic Nursing specialty. This online course provides the learner with the knowledge and skills to apply the content in real world situations. Speakers augment and reinforce the concepts of forensic care. Didactic includes, but is not limited to: contemporary social issues with impact on the specialty, such as intimate partner violence, sex trafficking, elder and child abuse, and cultural diversity; and principles and techniques of forensic science, collection and preservation of biological evidence, forensic photography, forensic toxicology and pharmacology, mechanisms of injury, witness testimony, and special issues facing the Forensic Nursing specialty. (Prerequisite: None)

**N364 Advanced Emergency Preparedness Nursing: 1 Credit Hour**

This course is an advanced disaster event experience, consisting of a half day didactic/simulation class at the College and participation in the Advanced Lane of the Missouri Hope exercise. This deductive training will consist of advanced airway placement, rapid assessment treatment and transport, advanced triage, leadership and followership. National Guard Medics will be partnering with the nursing students throughout this exercise. Culmination with a search and rescue guided scenario occurs at the end of the event. Prerequisite: A current grade of B is required in all College classes.

**N368 Spirituality in Nursing: 2 Credit Hours**

This course explores the relationship between spirituality and the practice of nursing. The course focuses on relevant topics in contemporary nursing such as the spiritual history of nursing, assessment of patient's spiritual needs, the nurse's role in spiritual care as well as the nurse patient relationship and spiritual needs. The course explores theoretical models for nursing practice and an instrument to measure spiritual well-being, the "Spiritual Assessment Scale". The content will also include contemporary spirituality in nursing addressing the spirituality needs in recent mass casualty events (Boston Marathon Bombing, Paris and Brussell attacks).

**N369 Emergency Preparedness in Nursing: 2 Credit Hours**

This course is a three-day disaster response field exercise in a complex emergency scenario with a pre-briefing instructional day prior to the event and a post briefing day after the event. The subjects will experience education and simulation that include the following concepts: leadership, teamwork and confidence building, incident command system, primary and secondary triage, disaster relief operations, disaster medical operations and humanitarian aid. This course will be held in a fictitious disaster torn country. Missouri Hope is the disaster relief and is currently located three hours from Kansas City.

Intense situations and realistic scenarios will depict disaster situations and appropriate responses. Coursework will include disaster preparedness training and debriefing after the exercise from a nurses perspective.

**N372 Perioperative Nursing: 1 Credit Hour**

This course is designed to assist the student in acquiring a scientific knowledge base necessary for delivering quality nursing care to surgical clients. Using the variable of health as basis for content, the preoperative and intraoperative phases of the surgical experience will be studied. Opportunities will be provided for students to increase their skills in application of the nursing process.

**N377 Compassionate Listening: 2 Credit Hours**

In nursing practice, the action of compassionate caring moves the nurse to a higher synthesis level and provides skills that are spoken and unspoken. This develops the art of nursing and balances the art with the science of nursing. The course will address nursing theories and theorists Jean Watson, Swanson, Leininger, and Benner. The course will utilize multiple educational styles to facilitate learning and self-exploration of personal and culture value systems of compassion. It will facilitate development of caring for self, patient, and families. Additionally, this course emotionally equips the student to synthesize prior life experiences with academic knowledge, addresses issues relevant to the registered nurse, and prepares the student for entry to the practice of nursing. (Prerequisite: None)

**N384 Perioperative Nursing Clinical: 1 Credit Hour**

Clinical experiences allow the student to practice skills, techniques, sterile procedure and surgical techniques. Availability is dependent upon clinical placements at Saint Luke's operating rooms. (Corequisite: N372)

**N385 International Humanitarian Disaster Response Course: 2 Credit Hours**

This course is a four day disaster response field exercise in a complex emergency scenario that combines international humanitarian aid with emergency response nursing. This includes a pre-briefing instructional day prior to the event and a post briefing day after the event. The participants will experience education and simulation that include the following concepts: leadership, teamwork and confidence building, incident command system, primary and secondary triage, disaster relief operations, disaster medical operations, humanitarian aid, negotiation with military opposition forces, prison medical visits and humanitarian violation assessment, HazMat decontamination, country office management. This course will be held in a fictitious disaster torn country of Atlantica. Intense situations and realistic scenarios will depict humanitarian aid situations and appropriate responses. Coursework will include disaster preparedness training, negotiation, prison visitation and debriefing after the exercise from a nurses perspective.

**N443 Caring for Children and Families: 1 Credit Hour**

This is a didactic course that prepares students to meet the nursing needs of children and families in the pediatric clinical setting. Students will have the opportunity to learn and apply principles of growth and development in relation to the nursing care of children from infancy through adolescence. Students will have the opportunity to learn and apply communication skills, critical thinking, the nursing process, and teaching and learning principles in meeting the nursing needs of children and their families in the acute care setting. Concepts explored include family theory, communication, safety, teaching, comfort, legal, ethical, and professional standards. Concurrent with N444.

**N444 Caring for Children and Families Clinical: 1 Credit Hour**

This is a clinical course that allows the students to meet the nursing needs of children and families in the pediatric clinical setting at Children's Mercy Hospital. It is taken concurrently with N443. Students will have the opportunity to apply principles from N443 in relation to the nursing care of children from infancy through adolescence. Students will have the opportunity to apply communication skills, critical thinking, the nursing process, and teaching and learning principles in meeting the nursing needs of children and their families in an acute care setting. Concurrent with N443.

**N453 Maternal/Newborn: 1 Credit Hour**

This course is designed to be an elective/companion course to N450. Students will explore additional topics in the companion course such as antepartum diagnostic testing, nursing care during obstetric procedures, intrapartum fetal surveillance, pain management during child-birth, and selected conditions of high risk mothers and newborns. The nursing process, evidenced based practice, legal/ethical issues are integrated throughout the course. Prerequisite: N450 and N452. Concurrent with N454.

**N454 Maternal/Newborn Clinical: 1 Credit Hour**

This course will provide students with guided clinical experiences in family-centered maternity care with emphasis on family teaching and health promotion. Student activities will focus on development of critical thinking integrated with the nursing process to differentiate between normal and abnormal findings during the antepartal, intrapartal, postpartal and neonatal periods. The nursing process, evidenced based practice, legal/ethical issues are integrated throughout the course. Clinical experiences will be in the Saint Luke's Hospital Health System perinatal acute care settings. Additionally, students will have the opportunity to observe nursing care of high risk newborns. Concurrent with N453.

**N464 Advanced Clinical Management of Patients: 2 Credit Hours**

This course provides introduction, assessment and clinical recommendations related to life supportive measures in Advanced Cardiovascular Life Support (ACLS) and National Institutes of Health Stroke Scale (NIHSS), in addition to an overview and exploration of specialty certifications in nursing. Successful completion of the course offers certification in NIHSS.



## **Registered Nurse to Bachelor of Science in Nursing Program (RN-BSN) Mission**

The RN-BSN provides quality education that builds on the RNs prior learning and nursing experience while recognizing their unique challenges when seeking a baccalaureate degree. The RN-BSN seeks to build on the strengths of the learner while supporting their developmental potential. Adult learning principles used throughout the curriculum facilitate meaningful learning that the student can use to impact their world immediately and in the long-term. The RN-BSN helps learners to transform their nursing practice by sharpening and improving critical thinking and reasoning, promoting leadership skills that enhances personal and professional possibilities, life-long learning, developing life-long professional relationships, and feeling a sense of pride and accomplishment.

## **RN-BSN Degree Requirements**

### **Academic Requirements**

Upon recommendation of the faculty, the College will confer the degree of Bachelor of Science in Nursing upon students who have fulfilled the following requirements:

1. Completion of the 120 hours of the required program of study for the BSN degree
2. Completion of a maximum of 36 nursing credit hours transferred from an associate or diploma program
3. Completion of up to 54 general education coursework to include statistics, ethics and nutrition
4. Completion of the 30 semester hours of nursing coursework within three years of enrollment at Saint Luke's College of Health Sciences
5. A cumulative grade point average of 2.0 with no grade below C counting towards graduation
6. RN-BSN students must earn a minimum of 30 credit hours from Saint Luke's College of Health Sciences to receive a degree from Saint Luke's College and to meet residency requirements

### **Additional Requirements for Graduation**

- Students must make satisfactory arrangements for all financial obligations to the College
- All books, supplies, and equipment belonging to the College must be returned



## RN-BSN Sample Program of Study

<b>First Semester</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N393	Student Success Strategies	1
N401	Role Development and Professional Issues	3
N485	Assessment for the Professional Nurse	3
N487	Pathophysiology for the RN	3
N411	Introduction to Evidence-Based Practice	3
	<b>Total Credits</b>	<b>13</b>
<b>Second Semester</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N457	Pharmacology for the RN	3
N499	Organizational and System Leadership	3
N489	Informatics	3
N482	Community/Public Health Theory	3
	<b>Total Semester</b>	<b>12 credits</b>
<b>Third Semester</b>		
N484	Community/Public Health Clinical Project	3
NXXX	Elective/Directed Study	2
	<b>Total Semester</b>	<b>5 credits</b>
	<b>Total Credits</b>	<b>30 Credits</b>

### Advanced RN-BSN Option

With the advanced RN-BSN option, high performance undergraduate RN-BSN students have an opportunity to complete both bachelor's and master's degree courses for credit in both programs. This opportunity allows students to potentially finish the master's at an accelerated pace, reducing both time and cost to completion. Certain restrictions apply. See advisor or program director for details.

<b>Eligible Courses</b>	
<b>RN-BSN Courses</b>	<b>Graduate Courses</b>
N401 Role Development and Professional Issues	N501 Professional Role Development and Scholarly Writing
N457 Pharmacology for the RN	N575 Advanced Pharmacology
N411 Evidence Based Practice	N545 Advanced Healthcare Research
N487 Pathophysiology for the RN	N565 Advanced Pathophysiology and Disease States

## RN-BSN Course Descriptions

### **N393 Student Success Strategies: 1 Credit Hour**

The Student Success Strategies course focuses on providing tools and resources to promote student learning. This course uses adult learning theory as a foundation for developing teaching and learning strategies. Students will be introduced to a variety of teaching and learning technologies and resources. Students will receive focused instruction in professional writing, in using online searches, and in APA formatting. Students will identify and explore key support systems and resources to enhance student success.

### **N401 Role Development and Professional Issues: 3 Credit Hours**

This course focuses on issues related to RN-BSN role transition and adult learning. Course encompasses ethical, legal, legislative, and political processes that impact the practice of professional nursing in contemporary healthcare. Foci include: history and development of nursing profession; legal regulations and professional standards of practice; application of nursing theories to professional practice; professional accountability related to utilization of nursing research and evidence-based practice; role transition and adult learning success factors; and development of personal philosophy of nursing. Strategies for personal and professional empowerment are identified.

### **N411 Introduction to Evidence-Based Practice: 3 Credit Hours**

This course is designed to allow the learner to explore nursing research in an evidence-based practice setting. Opportunities to search, critique, and synthesize sources of scientific evidence as it applies to the nurse's clinical practice will be emphasized. Fundamental principles of the research process, both quantitative and qualitative, and models for applying evidence to clinical practice will be explored.

Strategies for implementation of evidence into clinical practice will be developed. Tutelage regarding scholarly writing will be presented and emphasized as the preferred modality of information dissemination.

### **N457 Pharmacology for the RN: 3 Credit Hours**

Students apply their knowledge and experience in the development of a deeper understanding of pharmacological treatment modalities. Students evaluate major drug classifications/select prototype drugs and discuss the safe administration of medications, effective monitoring, and appropriate evaluation of physiological responses. Topics include: biopsychosocial perspectives; safety initiatives, including electronic documentation; psychotropic drugs; patient teaching; a broad scope of medication administration and safety; assessment of medication interaction/multiple medications; interdisciplinary practice; the science behind the practice; and evidence-based practice.

### **N482 Community/Public Health Theory: 3 Credit Hours**

This course provides students with an applied understanding of the factors that influence the health of the community and vulnerable population. Students will delineate the role of the professional nurse in the provision of population-based nursing care directed toward health promotion and primary prevention in the community. Emphasis is placed on theories of community assessment, the health needs and systems of healthcare available to vulnerable populations within the community, levels of disease prevention, health promotion of specific populations, and professional nursing roles and inter-professional collaboration in various community settings.

**N484 Community/Public Health Clinical Project: 3 Credit Hours**

In this course the student will use nursing and public health models and theories to conduct a community needs assessment. The assessment will include a theoretical foundation, needs assessment methodology, description of the community chosen and stakeholders, assessment and analysis of community needs, a proposed intervention, and plan for evaluation.

**N485 Health Assessment for Professional Nurse: 3 Credit Hours**

This course provides an opportunity for RNs to enhance their health assessment skills. Emphasis is on comprehensive physical assessment techniques, interviewing skills, multi-system assessments, and genetic and health risk assessments. The key elements of the physiological, psychological, developmental, spiritual, socioeconomic, and cultural dimensions essential for holistic assessment across the lifespan are explored. Students are introduced to evidence-based clinical assessment tools.

**N487 Pathophysiology for the RN: 3 Credit Hours**

In this course, RNs will utilize their existing knowledge of pathophysiologic concepts to deepen their understanding of complex and multiple system disease processes. Using simulation and active learning strategies, students gain an increased appreciation of the influence of multiple pathophysiologic conditions within the context of patient care.

**N489 Informatics: 3 Credit Hours**

This course provides an overview of the role of information systems in healthcare organizations. Coursework emphasizes the integration of evidence-based practice in clinical decision support and the influence of information systems on health outcomes. In addition, technical, organizational, and cost-benefit issues related to healthcare information systems, telemedicine applications, and artificial intelligence solutions will be explored. Through a combination of classroom-based seminars, group case studies, and computer laboratory exercises, students will develop and exercise analytical skills for appraising health information systems in the context of the provision of care.

**N499 Organizational and System Leadership: 3 Credit Hours**

This course emphasizes application of knowledge, skills, and attitudes to effect change in health policy to improve healthcare delivery. Students analyze contemporary healthcare issues of concern to nursing and learn strategies for effective involvement in policy-making decisions and policy implementation.

Rationale for how organizations and systems leadership, quality improvement, and safety are critical to promoting high quality patient care is discussed. Other topics include how conceptual aspects of power, problem solving/decision making, effective communication, conflict resolution, delegation, and team building are applied to a variety of situational contexts. Organizational culture and systems analysis provide a basis for understanding the values and patterns in healthcare organizations.

## Graduate Program

### Master of Science in Nursing (MSN) Mission

Saint Luke's College of Health Sciences is an educational leader serving exceptional students pursuing a graduate nursing degree. An institution of higher learning affiliated with Saint Luke's Health System, the College is committed to preparing compassionate scholarly nurse leaders who are highly capable to assume the roles of advanced practice nurses and nurse educators.

The graduate program focuses on discovery, scholarship and practice that reflect societal needs for complex nursing services in a variety of settings with emphasis on primary care, acute care, or academic fields. The graduate student will experience a vigorous academic setting and benefit from rich and varied clinical opportunities to manage patients across the continuum of care or to provide relevant education for future professional nurses. With access to stellar academic and clinical resources, clinical sites and faculty, the acute care nurse practitioner graduate student will develop and apply assessment, diagnostic, and treatment skills for patients receiving care in a complex health care setting and the nurse educator will learn the art and science of evidence-based education.

### Graduate Degree Requirements

Master of Science in Nursing students must complete the following requirements:

- The Nurse Educator programs require a total of 45 credit hours
- The AG-ACNP and FNP program requires a total of 46 credit hours
- Complete the nursing coursework within seven years, the prescribed allotted term of enrollment at Saint Luke's College of Health Sciences
- Earn a minimum cumulative GPA of 3.0.
- A maximum of 12 graduate transfer credit hours may be transferred to Saint Luke's College of Health Sciences.
- Repeat any course in which a grade below a B was earned. Students may repeat a course only one time. Students are allowed to repeat a maximum of two courses.
- Fulfill all financial obligations to Saint Luke's College of Health Sciences
- Return all books, supplies, and equipment belonging to Saint Luke's College of Health Sciences

A student must complete an application to graduate with their faculty advisor at least one semester prior to the expected graduation date. The application to graduate will be forwarded to the graduate program director to verify that all requirements for graduation have been met. The program director will send a list of degree candidates to the academic dean for grade review at the end of the semester in which the students plan to graduate. The academic dean will also send a list of candidates to the Board of Directors for approval.

### Master's Degree Time Limitation

All requirements for the master's degree must be completed within a period of seven consecutive calendar years from the date of first enrollment in courses applicable to the degree.

If necessary, a written request for extension must be submitted by the student and approved by the faculty advisor, the director of graduate program, and the academic dean.

A plan of study will be developed for the student by his or her academic advisor. Students will be notified by their academic advisors of the date they should expect to graduate. It is up to

the student to know that date and plan enrollment around it. Student progression will tracked by the registrar and graduate faculty.

There are three distinctive tracks for the Master of Science in Nursing degree. Students can choose from one of these three specializations:

Adult Gerontology–Acute Care Nurse Practitioner (AG-ACNP)	Online Courses	46 Credits
Family Nurse Practitioner (FNP)	Online Courses	46 Credits
Nurse Educator (NE)	Online Courses	45 Credits

## **Adult-Gerontology Acute Care Nurse Practitioner (AG-ACNP) Mission**

The Adult-Gerontology Acute Care Nurse Practitioner (AG-ACNP) master's degree at Saint Luke's College of Health Sciences prepares registered nurses with acute care experience to provide direct patient management in acute and complex care settings in the role of the Adult-Gerontology Acute Care Nurse Practitioner. The Master of Science in Nursing with a concentration in acute and complex clinical practice will provide the graduate with competencies to function in the role of an Advanced Practice Nurse. The College provides an environment of learning based on discovery, scholarship, and practice to prepare graduates to practice as an AG-ACNP in multiple practice settings, including tertiary environments, emergency departments, critical care settings, and specialty medicine areas. The graduate will be prepared to integrate evidenced based practice into the diagnosis and treatment of acutely ill young adult, adult, older adult, or frail elderly patients through all phases of their hospitalization and follow-up, and including end of life care when appropriate.

Graduates receiving the AG-ACNP MSN degree or post-graduate certificate will be eligible to sit for American Nurses Credentialing Center (ANCC) Adult-Gerontology Acute Care Nurse Practitioner and/or the American Association of Critical-Care Nurses (AACN) Acute Care Nurse Practitioner, (Adult Gerontology) certification examination.

The ACNP's practice population is based on their education and training, focusing on pediatric or adult-gerontology populations. The population focus includes patients with acute, critical, and/or complex chronic illnesses who may be physiologically unstable, technologically dependent, and highly vulnerable for complications. The ACNP is "prepared to diagnose and treat patients with undifferentiated symptoms, as well as those with established diagnoses." The patient may be experiencing episodic critical illness, stable chronic illness, acute exacerbation of chronic illness, or terminal illness — The AACN Scope and Standards for Acute Care Nurse Practitioner Practice.

## AG-ACNP Sample Program of Study

<b>FALL SEMESTER 1</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N501	Professional Role Development and Scholarly Writing	3
N505	Theoretical Foundations in Nursing Practice	3
N565	Advanced Pathophysiology and Disease States	3
	<b>Total Credits</b>	<b>9</b>
<b>Spring Semester I</b>		
N545	Advanced Healthcare Research	3
N515	Policy Organization Finance & Healthcare Systems	3
N575	Advanced Pharmacology	3
	<b>Total Credits</b>	<b>9</b>
<b>Summer Semester I</b>		
N525	Health Promotion, Health Protection and Disease Prevention	3
N595	Advanced Health Assessment and Physical Diagnosis	3
N520	Advanced Acute Care Immersion (4-day/30-hour On-Campus Requirement)	1
N523	Advanced Acute Care Topics	1
	<b>Total Credits</b>	<b>8</b>
<b>Fall Semester II</b>		
N693	Applied Statistics for Advanced Nursing Practice	2
N580	Adult-Gerontology Acute Care I Diagnostics and Intervention	4
N582	Adult-Gerontology Acute Care I Diagnostics and Intervention Practicum (200 Practicum Hours)	2
	<b>Total Credits</b>	<b>8</b>
<b>Spring Semester II</b>		
N680	Adult-Gerontology Acute Care II Diagnostics and Intervention	4
N682	Adult-Gerontology Acute Care II Diagnostics and Intervention Practicum (200 Practicum Hours)	2
	<b>Total Credits</b>	<b>6</b>
<b>Summer Semester II</b>		
N620	Advanced Acute Care Immersion II (4-day/30-hour On-Campus Requirement)	1
N780	Adult-Gerontology Acute Care III Diagnostics and Intervention	3
N782	Adult Gerontology Acute Care III Diagnostics and Intervention Practicum (200 Clinical Hours)	2
	<b>Total Credits</b>	<b>6</b>
	<b>Program Total Credits</b>	<b>46</b>

## AG-ACNP Post-Graduate Certificate *Sample* Program of Study

Course Number	Course Title	Credit Hours
N523	Advance Acute Care Topics	1
N580	Adult-Gerontology Acute Care I Diagnostics and Intervention	4
N582	Adult-Gerontology Acute Care I Diagnostics and Intervention Practicum* (200 Clinical Practicum Hours)	2
N620	Advanced Acute Care Immersion II (4-day, 30-hour on-campus requirement)*	1
N680	Adult-Gerontology Acute Care II Diagnostics and Intervention	4
N682	Adult-Gerontology Acute Care II Diagnostics and Intervention Practicum (200 Clinical Practicum Hours)	2
N780	Adult-Gerontology Acute Care III Diagnostics and Intervention	4
N782	Adult-Gerontology Acute Care III Diagnostics and Intervention Practicum (200 Clinical Practicum Hours)	2
	<b>Total Minimum Requirements**</b>	<b>20</b>

\*Includes Immersion Simulation

\*\* Minimum classes required to complete Post-Graduate Certificate.

Each student will participate in a formal Gap Analysis to determine if additional coursework is required.



## Family Nurse Practitioner (FNP) Mission

The College prepares Family Nurse Practitioner (FNP) students to provide direct management of patients across the lifespan including patients with common acute and chronic physical/psychiatric diseases. This program has a concentration in primary care clinical practice with a focus on competencies an advanced practice nurse will need to successfully provide care. Our educational environment is learning based on discovery, scholarship, and practice so that graduates are prepared for practice in multiple, primary care settings including out-patient clinics and group medical practices.

Graduates from this program will be eligible to apply for certification as a Family Nurse Practitioner through the American Nurse Credentialing Center or through the American Academy of Nurse Practitioners Certification Board.

## FNP Sample Program of Study

<b>Fall 2017 Semester I</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N501	Professional Role Development and Scholarly Writing	3
N505	Theoretical Foundations in Nursing Practice	3
N565	Advanced Pathophysiology and Disease States	3
	<b>Total Credits</b>	<b>9</b>
<b>Spring 2018 Semester I</b>		
N515	Policy, Organization, Finance and Healthcare Systems	3
N545	Advanced Healthcare Research	3
N575	Advanced Pharmacology	3
	<b>Total Credits</b>	<b>9</b>
<b>Summer 2018 Semester I</b>		
N525	Health Promotion, Health Protection and Disease Prevention	3
N595	Advanced Health Assessment and Physical Diagnosis	3
	<b>Total Credits</b>	<b>6</b>
<b>Fall 2018 Semester II</b>		
N570	Family Nurse Practitioner I: Diagnostics and Intervention	4
N572	Family Nurse Practitioner I: Diagnostics and Intervention Practicum	1
N693	Applied Statistics for Advanced Nursing Practice	2
	<b>Total Credits</b>	<b>7</b>
<b>Spring 2019 Semester II</b>		
N670	Family Nurse Practitioner II: Diagnostics and Prevention	4
N672	Family Nurse Practitioner II: Diagnostics and Prevention Practicum	1
N770	Maternal Child Family: Diagnostics and Intervention	3
N772	Maternal Child Family: Diagnostics and Intervention Practicum	1

	<b>Total Credits</b>	<b>9</b>
<b>Summer 2019 Semester II</b>		
N560	Mental Health for Family Nurse Practitioners	3
N773	Family Nurse Practitioner III: Diagnostics and Intervention Practicum	3
	<b>Total Credits</b>	<b>6</b>
	<b>Program Total Credits</b>	<b>46</b>

### FNP Second Master's Degree *Sample Program of Study*

<b>Fall Semester I</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N570	Family Nurse Practitioner I: Diagnostics and Intervention	4
N572	Family Nurse Practitioner I: Diagnostics and Intervention Practicum* (100 Clinical Practicum hours)	1
	<b>Total Credits</b>	<b>5</b>
<b>Spring Semester I</b>		
N670	Family Nurse Practitioner II: Diagnostics and Intervention	4
N672	Family Nurse Practitioner II: Diagnostics and Intervention Practicum (100 Clinical Hours)	1
N770	Maternal Child Family: Diagnostics and Intervention	3
N772	Maternal Child Family: Diagnostics and Intervention Practicum (100 Clinical Hours)	1
	<b>Total Credits</b>	<b>9</b>
<b>Summer Semester I</b>		
N560	Mental Health for Family Nurse Practitioners	3
N773	Family Nurse Practitioner III: Diagnostics and Intervention Practicum (300 hours Practicum)	3
	<b>Total Credits</b>	<b>6</b>
	<b>Total Minimum Requirements*</b>	<b>20</b>

*\*Minimum classes required to complete the FNP Second Master's Degree. Each student will participate in a formal Gap Analysis to determine if additional coursework is required.*

## **Nurse Educator (NE) Mission**

The Nurse Educator master's program at Saint Luke's College of Health Sciences prepares registered professional nurses as nurse educators in academic and clinical settings who will contribute to the growth and maintenance of a strong and diverse workforce that contributes to quality health care. The Master Degree in Nursing with a concentration in nurse educator will provide the graduate with competencies in the facilitation of learning, the development of curriculum design and the use of assessment and evaluation strategies. Through planned practicum experiences that incorporate classroom, clinical and simulation settings, the graduate will learn to engage in quality improvement processes and participate as a change agent using evidence-based practice. Graduates from this program will be eligible to apply for certification as a Certified Nurse Educator through the National League for Nursing.

The NE program provides graduates with the knowledge, skills, and attitudes to be able to prepare and mentor future nurse leaders and patient care providers. In the classroom and in hospital settings, graduates are prepared to provide education regarding evidence-based practices to positively influence patient outcomes. Graduates from the NE program are eligible to sit for NLN's Certified Nurse Educator.

## NE Sample Program of Study

<b>Fall Semester I</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N501	Professional Role Development and Scholarly Writing	3
N505	Theoretical Foundations in Nursing Practice	3
N565	Advanced Pathophysiology and Disease States	3
	<b>Total Credits</b>	<b>9</b>
<b>Spring Semester I</b>		
N515	Policy, Organization, Finance and Healthcare Systems	3
N529	Pharmacology for Nurse Educators I	2
N545	Advanced Healthcare Research	3
	<b>Total Credits</b>	<b>8</b>
<b>Summer Semester I</b>		
N525	Health Promotion, Health Protection and Disease Prevention	3
N595	Advanced Health Assessment and Physical Diagnosis	3
	<b>Total Credits</b>	<b>6</b>
<b>Fall Semester II</b>		
N681	Educational Theories and Conceptual Foundations of Nursing Education	3
N685	Instructional Strategies	3
N693	Applied Statistics for Advanced Nursing Practice	2
N698	Teaching Practicum and Role Development for the Nurse Educator I	1
	<b>Total Credits</b>	<b>9</b>
<b>Spring Semester II</b>		
N700	Teaching Practicum and Role Development for the Nurse Educator II	1
N703	Curriculum Design for Nursing Education	3
N783	Educational Assessment and Evaluation Methods	3
N799	Capstone in Nursing Education	1
	<b>Total Credits</b>	<b>8</b>
	<b>Program Total</b>	<b>45</b>

## NE Post-Graduate Certificate *Sample* Program of Study

<b>Fall Semester</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
N681	Educational Theories and Conceptual Foundations of Nursing Education	3
N685	Instructional Strategies	3
	<b>Total Credits</b>	<b>6</b>
<b>Spring Semester</b>		
N703	Curriculum Design for Nursing Education	3
N783	Educational Assessment and Evaluation Methods	3
N698	Teaching Practicum and Role Development for the Nurse Educator I (100 hours)	1
	<b>Total Credits</b>	<b>7</b>
	<b>Total Minimum Requirements*</b>	<b>13</b>

*\*Minimum classes required to complete Post-Graduate Certificate.*

*Each student will participate in a formal Gap Analysis to determine if additional coursework is required.*

## Graduate Program Course Descriptions

### Core Courses

#### **N501 Professional Role Development and Scholarly Writing: 3 Credit Hours**

The Professional Role Development and Scholarly Writing course examines professional aspects of advanced nursing practice. Students explore complex client systems and the influence of social, cultural, political, and economic forces, including ethical dimensions and legal parameters that impact advanced nursing practice. Students analyze leadership, management, and teaching role issues of complex client systems. The students explore the context of professional practice, the evolution of nursing as a profession, and the changes impacting contemporary nursing. Students incorporate higher levels of evidence into scholarly writing. Students expand their professional identities through a deeper understanding of their roles in advanced nursing practice.

#### **N505 Theoretical Foundations in Nursing Practice: 3 Credit Hours**

The Theoretical Foundations in Nursing course covers the philosophical basis of science and knowledge with the structure, development, and application of theory in advanced nursing practice. Students apply theoretical frameworks and concepts that address the biopsychosocial and spiritual aspects of the human condition. Students use theory to develop strategies to enhance daily practice.

#### **N515 Policy, Organization, Finance, and Healthcare Systems: 3 Credit Hours**

The purpose of the Policy, Organization, Finance, and Healthcare Systems course is to understand how health policy impacts the delivery of healthcare and how principles of healthcare economics affect the management of financial resources. Students examine intricacies of the health policy process, including quality improvement, legal and ethical implications, and finance and budgeting in healthcare environments.

#### **N525 Health Promotion, Health Protection, and Disease Prevention: 3 Credit Hours**

The Health Promotion, Health Protection and Disease Prevention course prepares students to use theory, subjective and objective health-related data, and evidence-based research to plan and implement health promotion strategies for the patients across the lifespan. Students explore their own personal philosophy of health and health promotion. Students consider the impact of culture and local, national, and global trends affecting human health.

#### **N545 Advanced Healthcare Research: 3 Credit Hours**

In the Advanced Healthcare Research course, students explore the relationship between research, theory, and practice. Students examine the qualitative and quantitative research methodologies. Students synthesize research findings to develop a research project.

#### **N527 Special Topics in Nursing: 1-12 Credit Hours**

Course consists of reading assignments in special fields, library reading, and conferences. In conjunction with their academic advisors, students will identify the objectives and provide a description of the planned activities for the course. Advisor approval required. Prerequisite: Current graduate student status. (Note: Student may take additional sections of this course as needed.)

**N565 Advanced Pathophysiology and Disease States: 3 Credit Hours**

In the Advanced Pathophysiology and Disease States course, students analyze the relationship between normal physiologic and pathological phenomena produced by altered disease states. Students apply evidence-based findings regarding pathological changes in selected disease states. The analysis, interpretation, and evaluation of pathophysiological processes related to the disease state and alterations in homeostasis of patients across a lifespan are examined.

**N575 Advanced Pharmacology: 3 Credit Hours**

In the Advanced Pharmacology course, general and advanced principles of pharmacology, including selected pharmacokinetics and pharmacodynamics, are addressed. Students investigate alternative and complementary therapeutics. Students apply knowledge of pharmaceutical principles to select the most appropriate medication using evidence-based medicine.

**N595 Advanced Health Assessment and Physical Diagnosis: 3 Credit Hours**

The Advanced Health Assessment and Physical Diagnosis course prepares students to perform a systematic comprehensive health assessment. Students acquire the fundamentals of the differential diagnosis process and use evidence-based information to guide the diagnostic process. Students use the scientific, cultural and ethical principles and therapeutic communication while conducting advanced health assessment and reflecting on their professional performance.

**N693 Applied Statistics for Advance Nursing Practice: 2 Credit Hours**

This course will provide students with a graduate level understanding of concepts in statistics used in research. The objective of this course is to equip students with the knowledge of statistical methods for designing studies and analyzing data from research studies. This course will provide students a foundation for evaluating outcomes of research as well as prepare them to be more critical consumers of the research literature. Students will assess published research for the appropriate use of statistical analyses and determine whether or not to incorporate findings into advanced nursing practice.

**AG-ACNP Specific Courses****N520 Advanced Acute Care Immersion I: 1 Credit Hour**

This course provides acute care nurse practitioner students the opportunity to develop specialized assessment and advanced procedural skills necessary to provide quality care for patients in various acute care settings. Through didactic lessons, simulated practicum experiences, and hands-on advanced skills practice, the student is prepared to provide care for acutely ill and critically ill patients. This course will require a 4-day on-campus visit for a total of 30 contact hours.

**N523 Advanced Acute Care Topics: 1 Credit Hour**

This course is designed to provide acute care nurse practitioner students the knowledge of a variety of topics commonly encountered in the acute care setting. The students will increase their knowledge of advanced pharmacologic management, advanced pathophysiology, and diagnostic testing interpretation of hospitalized and critically-ill patients, while applying knowledge gained through previous or concurrent coursework.

**N580 Adult-Gerontology Acute Care I Diagnostics and Intervention: 4 Credit Hours**

This course provides didactic content to prepare the AG-ACNP to provide primary and/or acute care to adults, including older persons experiencing health problems in one or more body systems. Nurse practitioner students focus on health for all populations. The didactic content addresses comprehensive diagnosis and management of common health problems, including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with both acute and chronic conditions. Professional, ethical, and legal issues are threaded throughout the course.

**N582 Adult-Gerontology Acute Care I Diagnostics and Intervention Practicum (200 Practicum Hours): 2 Credit Hours**

The focus of this course enhances clinical competency with an emphasis on evidence based practice in adult acute/critical healthcare settings. The integration of theory, assessment and advanced treatment modalities in high acuity patient practicum settings is covered. Students will be expected to successfully complete comprehensive patient assessments, including appropriate diagnostic and therapeutic testing. Practicum preceptors will provide supervision to the student as they manage the acute health problems of selected clients. Practicum placements will be made in one of a variety of acute or critical care areas, including but not limited to general telemetry and medical inpatient units, cardiac ICU, medical ICU, surgical ICU, and the Emergency Department.

**N620 Advanced Acute Care Immersion II: 1 Credit Hour**

This course builds upon knowledge and skills obtained in previous immersion courses and practicum courses in the AG-ACNP program. This course provides acute care nurse practitioner students the opportunity to expand upon specialized assessment and advanced procedural skills necessary to provide quality care for patients in various acute care settings. The course is also designed to improve diagnostics techniques, intervention, and patient management strategies used in the acute care setting. Through didactic lessons, simulated practicum experiences, and hands-on advanced skills practice, the student is prepared to provide care for acutely ill and critically ill patients. This course will require a 4-day on-campus visit for a total of 30 contact hours.

**N680 Adult-Gerontology Acute Care II Diagnostics and Intervention Practicum: 4 Credit Hours**

This course continues to scaffold content from previous courses and is designed to prepare the AG-ACNP to provide primary and acute care to adult and geriatric patients experiencing health problems in one or more body systems. Nurse practitioner students focus on health for all populations. The didactic content addresses comprehensive diagnosis and management of common health problems, including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with both acute and chronic conditions. Professional, ethical, and legal issues are threaded throughout the course.

**N682 Adult-Gerontology Acute Care II Diagnostics and Intervention Practicum (200 Clinical Hours): 2 Credit Hours**

The course is designed to scaffold content from previous practicum courses to enhance clinical competency with an emphasis on evidence-based practice in adult/geriatric acute and critical healthcare settings. The integration of theory, assessment and advanced treatment modalities in high acuity patient clinical settings is covered. Students will be expected to successfully complete comprehensive clinical assessments including appropriate diagnostic and therapeutic testing. Practicum preceptors will provide supervision to the student as they manage the acute health problems of selected clients. Practicum placements will be made in one of a variety of acute and/or critical care areas including but not limited to: CCU, MICU, SICU, ED, and specialty services such as transplant and oncology.



**N780 Adult Acute Care III Diagnostics and Intervention: 3 Credit Hours**

The final course of three concludes the didactic content necessary to prepare the AG-ACNP to provide primary and acute care to adults, including older persons experiencing health problems in one or more body systems. Nurse practitioner students focus on all aspects of health for the adult and geriatric populations. The didactic content address comprehensive diagnosis and management of common health problems including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with both acute and chronic conditions, professional, ethical and legal issues are threaded throughout the course.

**N782 Adult Acute Care III Diagnostics and Intervention Practicum (200 Clinical Hours): 2 Credit Hours**

This final course of three concludes with a demonstration of clinical competency with an emphasis on evidence-based practice in adult acute/geriatric acute and critical healthcare settings. Within the course are the integration of theory, assessment and advanced treatment modalities in high acuity patient clinical settings.

Students will be expected to successfully complete comprehensive clinical assessments including appropriate diagnostic and therapeutic testing. Practicum preceptors will provide supervision to the student as they manage the acute health problems of selected clients. Practicum placements will include placement in one of a variety of acute/critical care areas including, but not limited to CCU, MICU, SICU, ED, and specialty services such as transplant and oncology.

**NE Specific Courses****N529 Pharmacology for Nurse Educators I: 3 Credit Hours**

This course examines the pharmacotherapeutic principles of the most commonly prescribed drugs across healthcare settings. Basic pharmacological concepts related to the principal classifications of drugs in clinical use today will be discussed. Emphasis is placed on the importance of the nurse educator's role in teaching safe and effective medication administration. Students will learn to apply pharmacological theory to clinical situations and patient education through interactive and experiential activities.

**N681 Educational Theories and Conceptual Foundations of Nursing Education: 3 Credit Hours**

This course examines major concepts and theories related to teaching/learning in nursing education and practice, including behaviorist, cognitive and humanistic psychology theories: Andragogy and pedagogy models; and strategies for nurse educators.

**N685 Instructional Strategies: 3 Credit Hours**

This course explores strategies for teaching students in classroom, online, simulation, clinical and community settings. Theoretical frameworks for teaching-learning will be applied to the development of teaching strategies which incorporate a variety of learning styles, student preference and technologies. Students will use their clinical specialty area as context for course assignments.

**N698 Teaching Practicum and Role Development for the Nurse Educator I: 1 Credit Hour**

The student will have the opportunity to apply theories and principles that support a variety of evidence-based teaching strategies. Personal and professional teacher attributes that demonstrate positive role-modeling are presented. Major topics include a toolbox of instructional strategies, effective communication, reflective thinking, student interactions, and student engagement. The goal of nurse educators is to develop a learning environment that supports student success.

**N700 Teaching Practicum and Role Development for the Nurse Educator II: 1 Credit Hour**

The student will have the opportunity to deliver didactic and clinical instruction to students enrolled in the school of nursing of their parent institution. Under the tutelage of experienced nursing faculty, the student will engage in the development and delivery of didactic content to students. In addition, the student will have the opportunity to provide clinical instruction to a group of BSN students in the clinical practice area.

**N703 Curriculum Design for Nursing Education: 3 Credit Hours**

This course prepares the student to design and implement curriculum based on evidence-based teaching/learning theory and concepts. Focus is on the process of curriculum development for an individual course including course objectives, content, learning activities, delivery of the content, and student evaluation. Students use educational research, evidence-based nursing literature, taxonomies, instructional design principles and instructional resources as a guide in course design and development.

**N783 Educational Assessment and Evaluation Methods: 3 Credit Hours**

This course focuses on the nursing education trends, policies, issues, and approaches in assessment and program evaluation. Students will have the opportunity to focus on analyzing and appraising current nursing education practice as well as supporting the formation of future practice.

**N799 Capstone in Nursing Education: 1 Credit Hour**

In this capstone course, students apply and analyze the theories, competencies, and concepts of the previous courses to research, plan, and implement a formal professional development seminar presentation on a topic of interest in nursing education. The students will work with their faculty project committee chair to obtain continuing education units for their presentations.

**FNP Specific Courses****N560 Mental Health for Family Nurse Practitioners: 3 Credit Hours**

This course focuses on the theoretical foundations needed to treat patients with common acute and chronic mental health problems in the primary care setting. Emphasis is on the management of mental illness across the life span.

**N570: Family Nurse Practitioner I: Diagnostics and Intervention: 4 Credit Hours**

This didactic course focuses on primary care for adults and older persons experiencing acute health problems. The didactic content addresses comprehensive diagnosis and management of common acute health problems, including the appropriate diagnostic procedures, laboratory tests and follow-up care for patients with acute conditions.

**N572: Family Nurse Practitioner I: Diagnostics and Intervention Practicum: 1 Credit Hour**

This course focuses on developing clinical competency with an emphasis on evidenced based practice for adults/older adults in primary care settings. The course integrates theory, assessment, and treatment modalities for acute illness. Students will be expected to successfully complete comprehensive clinical assessments including appropriate diagnostic and therapeutic testing. 100 practicum hours are required.

**N670 Family Nurse Practitioner II: Diagnostics and Intervention: 4 Credit Hours**

This didactic course focuses on primary care for adults and older persons experiencing chronic health problems. The didactic content addresses comprehensive diagnosis and management of common chronic health problems, including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with chronic conditions.

**N672 Family Nurse Practitioner II: Diagnostics and Intervention Practicum: 1 Credit Hour**

This course focuses on developing clinical competency with an emphasis on evidenced-based practice in adult/older adult primary care settings. The course integrates theory, assessment, and treatment modalities for chronic illnesses. Students will be expected to successfully complete comprehensive clinical assessments including appropriate diagnostic and therapeutic testing. 100 practicum hours are required.

**N770 Maternal Child Family: Diagnosis and Intervention: 3 Credit Hours**

This didactic course focuses on primary care for women and children experiencing common acute and chronic health problems. The didactic content addresses comprehensive diagnosis and management of common obstetrical, gynecology, and pediatric disorders, including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with chronic conditions.

**N772 Maternal Child Family: Diagnosis and Intervention Practicum: 1 Credit Hour**

The focus of this course is to develop clinical competency with an emphasis on evidence based practice in treating obstetrical, gynecological, and pediatric primary care. The course integrates theory, assessment, and treatment modalities. Students will be expected to successfully complete comprehensive clinical assessments including appropriate diagnostic and therapeutic testing. 100 practicum hours are required.

**N773 Family Nurse Practitioner III: Diagnostics and Intervention Practicum: 3 Credit Hours**

This course will advance the students' knowledge of acute and chronic disease management across the life-span in primary care. Nurse practitioner students focus on health for all populations. The didactic content addresses comprehensive diagnosis and management of chronic health problems, including the appropriate diagnostic procedures, laboratory tests, and follow-up care for patients with both acute and chronic conditions. Professional, ethical, and legal issues are threaded throughout the course. 300 practicum hours are required.

## College Organization

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Rebecca Peck, MBA, CPA — Chief Financial Officer  
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For a current list of College faculty and staff and contact information visit [www.saintlukescollege.edu/college-directory](http://www.saintlukescollege.edu/college-directory).

## Memberships

- American Student Government Association (ASGA) Missouri Association of Colleges of Nursing (MACN)
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- American Health Sciences Education Consortium (AHSEC) National League for Nursing (NLN)
- National Council for State Authorization Reciprocity Agreements (NC-SARA) Midwest Association of Student Financial Aid Administrators (MASFAA) Association for Institutional Research (AIR)
- Missouri League for Nursing (MLN)





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# College of Health Sciences

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