

SONOMA STATE UNIVERSITY
DEPARTMENT OF NURSING

GRADUATE HANDBOOK
2006 - 2007

INTRODUCTION

Welcome to the Master of Science in Nursing (MSN) program at Sonoma State University.

The MSN with Family Nurse Practitioner (MSN-FNP) preparation has been in existence since 1984 and the Leadership and Management (MSN-L&M) track was approved by the University in 1986. There are three concentration options in the Leadership and Management track: Administration, Education, and Clinical Nurse Leader. The MSN program was granted continuing accreditation by the National League for Nursing Accrediting Commission in 1997.

This handbook has been developed to answer questions that students often ask and to provide a single source for students to consult regarding departmental policies and procedures. The FNP Specialty Director is Dr. Wendy Smith and the L&M Specialty Director is Dr. Anita Catlin.

Good luck in your progress through the program. Be sure to attend the program orientations and meet with the faculty and program director at the beginning of your first semester to plan your program progression.

If at any time you need to withdraw for a semester, see the section titled, "Leave of Absence". Re-admission into the FNP clinical sequence is on a space available basis.

There is a seven (7) year recency limit on course work at the Master's level. That means that at the time you are ready to graduate, all of the required courses must have been taken during the seven years preceding your date of graduation

Very Important

And speaking of graduation, remember to watch for the deadline to apply to Admissions and Records for graduation. Not applying on time will delay your graduation by a whole semester and it has happened!

DEPARTMENT OF NURSING: Mission Statement

Sonoma State University's mission (U) is reflected in the Department of Nursing's (N) commitment to:

N: Providing a foundation for lifelong professional learning

U: Have a foundation for lifelong learning

N: Practicing nursing within a broad cultural perspective

U: Have a broad cultural perspective

N: Affirming intellectual and aesthetic achievements as part of the human experience

U: Have a keen appreciation of intellectual and aesthetic achievements

N: Developing professional leadership and active citizenship.

U: Will be leaders and active citizens

N: Fostering flexibility and resilience for a career in nursing within a dynamic world

U: Are capable of pursuing fulfilling careers in a changing world

N: Contributing to the health and well-being of the world at large

U: Are concerned with contributing to the health and well-being of the world at large

DEPARTMENT OF NURSING PHILOSOPHY

The philosophical foundation of the SSU DON is based upon Humanistic Nursing Theory (HNT) (Paterson & Zderad, 1988). Departmental values are based in HNT from which faculty tailor curriculum and pedagogical methods. HNT is a multi-dimensional meta-theory centered on the essence of nursing, the nurse client (individual, family, community, organization) interaction, providing an inclusive bridge from theory to practice. The Department of Nursing recognizes nursing as a nurturing response, based upon a blend of art and science, occurring within a subjective and objective environment with the aim of developing the well-being of both nurse and client (client as individuals, families, communities and organizations). Consistent with HNT is the consideration of students as unique individuals with varied ethnic and cultural backgrounds, learning styles and goals. Therefore Department of Nursing curriculum and policy are structured by the following philosophical statements.

1. Nursing centers on shared experiences and these interactions hold client nurse potentials for achieving growth, development and greater well-being.
2. Fulfilling health potentials for the client and nurse is the outcome of choices and the mutually determined inter-subjective relating of those involved.
3. Humans have a basic need for being heard and affirmed. All nursing actions have the potential for being humanizing.
4. Humans have an “all at once” or gestalt existence including perceptions of the past, hopes, fears, environment and future. This inherent wholeness cannot authentically be reduced to separate needs, pathologies, cultures and parts.
5. The nurse must be aware of what he/she individually holds as truth so assumptions, preconceived ideas and expectations do not interfere with understanding the client’s perceptions of the experience.
6. Nurses perceive clients scientifically and intuitively through synthesis of subjective and objective accumulated knowledge.
7. Nurse client interactions are mutually dynamic in that they organize diverse data to create something new.
8. Nurses are members of an interrelated nursing community and a global community with obligations to each to promote a greater well-being.

Foundational Concepts to Organize the Curriculum

Eight concepts are identified to serve as a foundation from which to implement the philosophy of the Sonoma State University Department of Nursing and guide for meeting the terminal objectives. These concepts are: caring, critical thinking, communication, advocacy, teaching, learning, professionalism, leadership and research.

Human caring is the core of the inter-subjective relationship between the client and the nurse. Caring encompasses nurturing thoughts and behaviors that support the fulfillment of client and nurse health potentials and the outcome of choices. Caring is manifest in compassion, empathy, respect, and presence. Caring occurs through sharing and relating with clients, families, professional colleagues and other health care providers within a local and global perspective. Supported by philosophical statements 1,4.

Critical thinking is essential for the practice of nursing. Philosophical statements 1,2,5,7 support the following definition.

The ideal critical thinker is habitually inquisitive, well-informed, trustful of reason, open-minded, flexible, fair-minded in evaluation, honest in facing personal biases, prudent in making judgments, willing to reconsider, clear about issues, orderly in complex matters, diligent in seeking relevant information, reasonable in the selection of criteria, focused in inquiry, and persistent in seeking results which are as precise as the subject and the circumstances of inquiry permit. (Facione, 1990, p. 3)

Communication is the vehicle for inter-subjective relating between client, nurse and the greater community that fulfills health potentials. Communication requires scientific and intuitive perceptions to support an exchange in which the client is heard and affirmed. Communication in nursing is a dialogue in which meeting, relating, presence, a call and response are essential (Paterson and Zderad, 1976, 1988). Philosophical statements 1,2,3,5,7

Advocacy is the spiritual and ethical determination of beneficence for the client, for the self and the profession. Advocacy acknowledges uniqueness and diversity and requires free choice, self-determination and self-responsibility. Philosophical statements,1,3,5,8.

Teaching is a system of directed and deliberate actions that are intended to result in learning. Learning is self-active and results in a personal change mediated by an experience. The teaching-learning process is a complex, cooperative and personal relationship. Philosophical statements 1,2,5,6,7,8.

Professionalism in nursing is the embodiment of the art and science of nursing. Professionalism is a process of self-transformation which includes integrity, intellectual awareness, and commitment to the well being of client and self. Philosophical statements 1,3,4,6,8.

Leadership is the ability to influence change and is guided by vision and commitment to the well being of the client as an individual, group or organization. Leadership is an active state in which the nurse is fully present in actualizing inter-subjective choices. Philosophical statements 1, 8 .

Research is a scholarly process of acquiring knowledge essential to provide evidence and theory based practice. Scholarship includes the critique and management of information and thoughtful participation in inquiry. Philosophical statements 1,6,8.

DEPARTMENT OF NURSING: TERMINAL OBJECTIVES

The graduate of Sonoma State University Department of Nursing programs will:

1. Develop inter-subjective nurturing relationships that support the fulfillment of potentials of both client and nurse. (*Caring*)
2. Make informed choices through critical analysis that promote nurse/client well-being. (*Critical Thinking*)
3. Demonstrate humanizing interactions that are grounded in the integration of the art (subjective) and science (objective) of nursing. (*Communication*)
4. Exemplify moral and ethical professional standards. (*Advocacy*)
5. Develop directed and deliberate actions for self and clients intended to result in learning. (*Teaching/Learning*)
6. Continue the process of self- transformation in the profession of nursing and in the world community. (*Professionalism*)
7. Actualize inter-subjective choices guided by vision and commitment to the well being of the client. (*Leadership*)
8. Acquire knowledge to support theory and evidenced based practice. (*Research*)

Family Nurse Practitioner program specific competencies

In addition to the graduate nursing terminal objectives, the Family Nurse Practitioner program prepares students to be competent practitioners in the following categories or areas of practice as defined by the National Organization of Nurse Practitioner Faculty (NONPF):

1. Health Promotion, Health Protection, Disease Prevention, and Treatment: Makes informed choices through critical analysis that promote optimal well-being in clients and self (NONPF FNP I; Core 1, 2, 3)

Accurate assessment and documentation of health status

Utilize critical thinking, differential diagnosis and integrates and interprets various forms of data to diagnose health status

Develop a plan of care and treatment that recognizes the client's uniqueness and supports the fulfillment of potentials and well-being

2. Nurse Practitioner-Patient Relationships with clients: Develop inter-subjective nurturing relationships with clients that foster therapeutic outcomes (NONPF FNP II; Core 1)

Assist individuals and families with ethical issues in balancing differing needs, age-related transition, illness, or health among family members

3. Teaching-Coaching: Develop directed and deliberate actions for self and clients intended to result in learning and well-being (NONPF III; Core, 2, 5, 7)

Promote of client education and self-care

Elicit information that supports the client in making informed choices

Possess knowledge and skill in addressing sensitive topics

4. Professional Role: Continues the process of self-transformation and is comfortable in exemplifying moral and ethical professional standards (NONPF IV; Core 4, 6)

Demonstrate a practice commitment to care of whole family

Recognize and value participation in community and professional organizations that influence the health of clients and supports the FNP role.

5. Managing and Negotiating Health Care Delivery Systems and Ensuring the Quality of Health Care Practice: (NONPF V, VII; Core 4, 8)

Accept responsibility in maintaining current knowledge of State and Federal regulations and programs for family health.

Act as an advocates for families in negotiating the multiple systems and programs

Maintain standards that are moral, ethical and legal in caring for clients

Acquire and maintains knowledge to support theory and evidence-based practice

6. Cultural Competence: Develop inter-subjective nurturing relationships that support the fulfillment of client potentials (NONPF VIII, Core 1)

Develop and applies a process for assessing beliefs and preferences and takes this uniqueness of person into account when planning and delivering care

UNIVERSITY
and
NURSING DEPARTMENT

POLICIES & PROCEDURES

A. Advising and Registration

1. First semester students need to attend the mandatory orientation and mandatory technology session for incoming students as outlined in your letter of acceptance. Graduate faculty will be present for advising.

A permanent faculty academic advisor is assigned to each student during the first month of the semester and it is usually the program director.

2. Each semester prior to registration, review your program progression as outlined in the orientation. A copy was given to you but the original is in your academic folder.
3. If you need to drop or add a class after the semester begins, you must be aware of the dates posted in the class schedule and you must consult with your academic advisor as some courses are predicated on concurrent enrollment and dropping courses may conflict with your previously designed curriculum and program progression. Adds and drops may be completed via the web registration system during your scheduled registration times and during the Late Registration period (the first two weeks of each semester). See class schedule for the Drop/Add final date and the catalog for more information. N495's and N595's (Special Studies) are submitted during the Late Registration period.

B. Financial Aid, Scholarship and Traineeship**Financial Aid and Scholarships**

The University offers various grants and loans. The Financial Aid Office, Salazar 1009, 707/664-4132, <http://www.sonoma.edu/finaid/index.html>, can provide information and assistance in obtaining financial aid. The Scholarship Office, Salazar 1010C, 707/664-2036, <http://www.sonoma.edu/FinAid/Scholarships.html>, can provide information on all internal grants and many external grants. Applications are due each year in February.

National Health Service Corps

The National Health Service Corps provides monies to students willing to serve a minimum of two years in a facility designated as a "Health Professional Shortage Area". Applications are usually available in October for the following year. Information and applications are available at <http://nhsc.bhpr.hrsa.gov/>. Please discuss your plans and application with Dr. Smith who is the NHSC Mentor.

Department of Health and Human Services Nurse Traineeship Grant (FNP Students only). The Nursing Department administers a Professional Nurse Traineeship grant which is renewable each year from the Division of Nursing, Department of Health and Human Services/HRSA. There is no requirement for demonstration of financial need. The amount of funds available varies each year and is subject to re-approval by the Division of Nursing each year.

In order to receive grant traineeship funds, MSN Family Nurse Practitioner students must be conditionally or fully classified the first semester and fully classified the second semester and must be taking 8 or more units. Post-Master's FNP Certificate students are also eligible. All courses included in the Family Nurse Practitioner major are accepted to qualify for graduate traineeship funds. Other courses must be related to the major and must be approved by the FNP Director. The student who wishes to take courses outside of the nursing major must submit a written statement to the program director describing how the course supports the nursing education program. The director will determine the appropriateness of the request.

C. Classification

Conditionally Classified Graduate Standing

Students eligible for admission to SSU as conditionally classified students have deficiencies in prerequisite preparation, which, in the opinion of the graduate department, can be met by, specified additional preparation. At the time of admission to conditionally classified standing, the student will be told exactly what conditions must be met before fully classified standing can be attained. The student is usually expected to complete the conditions before or during their first year. Students are to present proof of completion of the condition met to their Program Coordinator with a request to be changed to classified standing.

Classified Graduate Standing

Students who have met all standards for admission to a particular graduate degree program and who have been recommended for admission by the department will be placed in classified graduate standing. Only those applicants who show promise of success will be admitted to graduate degree curricula and only those who continue to demonstrate a satisfactory level of scholastic competence will be eligible to proceed in such curricula.

D. Graduation Requirements

Requirements for graduation from the MSN program are specified in the Sonoma State University catalogue, available from the SSU Bookstore, 707/664-2329, or on-line at <http://www.sonoma.edu/ar/catalog/> and through advising sessions with your advisor.

Graduate students are required to successfully complete a culminating experience before graduating. See the section in this handbook on the Culminating Experience. In addition to meeting the curricular requirements of the program, students are responsible for submitting the following forms in order to be able to graduate:

Graduate Studies Forms

The following two forms are to be completed by the student. Blank forms are available at http://www.sonoma.edu/programs/ile/gc/gc_forms.htm. In addition, the FNP website, <http://www.sonoma.edu/nursing/fnpp/password/currentstudents.html> has forms with the FNP curriculum already entered onto them.

1. **Advancement to Candidacy Form:**
This form is to be completed and filed as soon as a student knows the date he/she will be completing the requirements for graduation, i.e., when the date of the culminating experience is known or when submitting the plan for the final project or thesis prospectus, which is usually the semester before the student plans to graduate.
2. **Completion of Requirements Form:**
This form is completed and filed when the final project has been successfully completed, usually a few weeks before graduation.

Turn in these forms to the Department Office to obtain your program coordinator's signature (and thesis committee signatures if you're writing a thesis). The Department Office will forward the forms to Graduate Studies.

Application for Graduation

Students must also file an Application for Graduation form with the Office of Admissions and Records. Students should check each semester with the Office of Admissions and Records for exact filing deadlines.

GRADUATION DATE	Final Deadline
Spring 06: May 27, 2006	February 15, 2006
Summer 06: August 18, 2006	April 1, 2006
Fall 06: December 15, 2006	September 15, 2006
Spring 07: May 26, 2007	February 15, 2007
Summer 07: (TBD)	April 1, 2007

FAILURE TO FILE THE APPLICATION FOR GRADUATION FORM BY THE FINAL DEADLINE DATE MEANS THE STUDENT MUST FILE AND GRADUATE A SEMESTER LATER.

E. Satisfactory Progress

The symbol "SP" is used in connection with thesis, project and similar courses where assigned work frequently extends beyond a single academic term. It indicates that work is in progress and has been evaluated and found to be satisfactory to date, but that assignment of a precise grade must await completion of additional work. The time limit for completion of "SP" for a thesis or project may be up to two years, but may not exceed the overall time limit for completion of all master's degree requirements. Any extension of time limit beyond two years must receive prior authorization by the Dean of Graduate Studies. Students who exceed the two-year limit without prior authorization from the Dean will be required to re-register for the thesis/project course.

Students who have completed all coursework but still need to complete their final project must be continuously enrolled at the University. Students in this circumstance enroll in Nursing 578, Project Continuation, each semester until their project is completed.

F. Rights of Human Subjects

Campus policies and federal requirements regarding research with human subjects are monitored by the Committee on Rights of Human Subjects in the Office of Sponsored Programs. Graduate students conducting research involving human subjects should obtain appropriate guidelines and forms from the Office of Sponsored Programs. See section J under "Guidelines for Thesis Option."

G. Confidentiality

In order to comply with HIPAA confidentiality regulations, clients must not be described in any identifiable way.

An inappropriate patient care description might be, "D.E., a Vietnamese manicurist in northeast Santa Rosa, has been diagnosed with positive tuberculosis."

This type of description cannot be used. A more general description, in which the patient cannot be identified, would be, "Miss X, a Southeast Asian service worker in Sonoma County, is positive for tuberculosis."

Do not use initials, exact descriptions, or locations in journals or care plans. Use only generalities so that no client can be explicitly recognized. Sonoma State University students and faculty must comply with the confidentiality requirements that our agencies are mandated to follow.

H. Plagiarism

The University considers plagiarism a serious academic offense and subjects those engaging in the practice to severe disciplinary measures. Moreover, one form of

plagiarism, the use of purchased papers, has been considered so serious that the State Legislature has enacted a law providing criminal penalties for sale or other distribution of such material. Students are, therefore, cautioned against this and all forms of plagiarism. Please consult the university policy on cheating and plagiarism at <http://www.sonoma.edu/uaffairs/policies/cheatingpolicy.htm>. If you have any questions or need clarification, please speak directly with your faculty.

I. Scholarship and Progression

University

Graduate students are required by the University to maintain a 3.0 GPA in order to be in good standing. If the student's GPA falls below 3.0, he or she is placed on probation for one semester. If the GPA is still below 3.0 at the end of that semester, the student is disqualified from the University. Students may petition to continue studies after disqualification; this petition must be submitted first to the Nursing Department and then to the University Standards Committee. The terms of continuing after disqualification are stated in the petition. Students must have a GPA of 3.0 for all courses in the major.

Credit/No-Credit Courses

Most of the courses in the MSN program must be taken for a grade. N495/595, Special Studies, must be taken for credit/no credit.

Transfer/Extension Grades

No more than 12 units of extension or transfer course work may be applied to the Master of Science in Nursing degree.

Nursing Department Graduate Progression and Retention Policy

1. Students must maintain a "B" average (3.0 GPA) in all nursing major courses.
2. If the student's GPA falls below 3.0 in nursing major courses, the student must petition the faculty to progress in the major.
3. If students earn a "C" in 522AB, 530AB, 532AB, 535AB, 552, 501, 549, 540AB, or 550ABC, they cannot progress clinically.
4. If a student is placed on probation by the University, the probation must be removed by the end of the semester of probation. If the probation is not removed, the student will be disqualified. (SSU Policy)

Students may petition for reinstatement after they have been disqualified. Only one semester of reinstatement is allowed. If the student's GPA is still below 3.0, they will be disqualified with no reinstatement rights.

5. ***A student must petition the nursing faculty to repeat a course and may repeat a nursing course only once!***

J. Department Regulations, Policies, Procedures

Department Communications

Individual student academic records are maintained in the Department Office and are the property of the Nursing Department. This file contains advising notes and an outline of your program progression, transcripts, petitions, correspondence and course-related materials. Distance student academic files are maintained in the office of the site coordinator and contain the same information as described above. Your file is available to you for advising appointments. If you wish to review your file for any other reason you may do so at SSU in the Department Office and at the Distance sites in the Coordinator's office. Academic records are not to be removed from the office for any reason other than an advising appointment. Students need to maintain their own parallel file of grades, immunization records, clinical evaluations, etc. The Department Office staff is not permitted to copy items from your file for you.

There are also student **communication folders** for each student (except students at the distance sites) in the nursing program (graduate and undergraduate). These are located in the mailroom across from the Nursing Office (Nichols 265), in the two-drawer file. Instructors will use these folders to return papers, leave notes, and respond to your communications. The department will place communications to you in the file, as will your classmates. Please check your communication folder frequently but do not remove it from its location in the file drawer.

Important communications from the Nursing Department will be sent to all nursing students via their official university email address. As with other official university business, students are responsible to frequently check their official SSU email account for communications. This type of communication WILL NOT be hard copied into student communication folders.

Other communications, such as workshop brochures and flyers will be posted on various bulletin boards on the second floor of Nichols Hall. A bulletin board with communications for FNP students is located on the wall between the offices in Nichols Hall 270 and 274.

FNP distance learning students will obtain department communication via their official university email address (as explained above) and in teleconferenced sessions and through the site coordinator, faculty and department office at their host CSU campus.

Professional Liability Insurance

The University maintains a blanket Professional Liability Insurance Policy in which all students are required to participate. Coverage is \$2 million individual/\$4 million aggregate. You will be notified by the department of the amount owed, which will be payable by September 1 each year. The amount for 2006/2007 is \$16. Check or money order should be remitted to SSU Nursing Department and either mailed to the department or dropped off in Ana Munoz's in-box in the Nursing Office. Cash is also acceptable.

Immunizations and Certifications

Clinical facilities require proof of the following before beginning clinical experience and students need to provide current copies to their facility. Proof of MMR, Hepatitis and Tetanus immunization is required by the University and must be submitted to the Student Health Center prior to registration. Current copies of your TB and CPR certification need to be in your academic folder at all times.

- Positive Rubella Titer or positive antibody screen or MMR vaccine (Measles/Mumps/Rubella) – submitted to the Student Health Center at admission
 - Second Rubella vaccine or MMR 4-6 weeks after initial MMR for students born after 1957, or proof of immunity
- Hepatitis B vaccine series – submitted to the Student Health Center at admission
- Tetanus within 10 years – submitted to the Student Health Center at admission
- Proof of negative mantoux, PPD (TB test) or TB symptom free form evaluation – submitted to the Nursing Department at admission and kept current while in program.

A two step Tuberculosis screening test is required for students who have no history of tuberculosis and who have never had a positive TB test. If you have been positive in the past, you will need a clearance from a physician to allow you into the clinical area.

Students must take the two step exam. A first skin test is given. If the first test is positive, the student should have a chest xray to rule out active infection with tuberculosis. If the test is negative, a second skin test is given a week later. Again, if this test is positive, the student must have a chest xray to rule out latent tuberculosis.

Any positive skin test, regardless of positive or negative chest xray, must be evaluated for treatment by a health care practitioner and clearance to clinical.

Students are tested or cleared by their health practitioners annually, which should include a symptom of tuberculosis evaluation.

Students who do not follow the procedures related to health requirements will not be allowed to practice in the clinical setting. It is the student's responsibility to insure that these health care requirements are met and copies of documentation are submitted to the Department of Nursing before beginning the nursing program. The student is responsible for carrying a copy of immunization status.

Clinical Courses and Special Studies

N595 Special Studies

Independent Study is available to students who want to pursue a subject or clinical experience or in greater depth or one not offered by the University. The student designs the course of study and finds a faculty willing to sponsor the study. Before the University's deadline (Drop/Add deadline), the student must find a faculty sponsor, obtain the signatures of the faculty sponsor, Department Chair and School Dean, then take the form to Admissions and Records, and, if necessary (when the unit total changes your status from part-time to full-time), to the cashier.

Eligibility criteria for enrollment in N595 (students may petition for a waiver from the School Dean):

1. Student needs a 3.0 GPA
2. No more than 8 units of special studies may be taken
3. Each unit of credit requires a minimum of 45 hours of academic or clinical work

Forms for N495/595 are in the bins on the wall outside the department office. Distance students can request a form from the office or site coordinator at their site.

Procedure For Challenge Examinations and Course Equivalency

University Option:

A. Challenge Examinations

A student may earn unit credit for a SSU course successfully challenged by examination. The University, in the interest of accelerating the academic progress of capable students with special interests and experience, encourages the earning of such credit. The following regulations govern the challenging of courses:

1. Students may challenge only those courses which are listed in the Sonoma State University Catalog and for which the challenger has not otherwise received credit. **A course may be challenged only during the semester in which it is regularly offered.**
2. Only students in resident study may challenge a course.
3. Examinations or appropriate challenge assignments are set and administered by the instructor of the course challenged or by a faculty designated by the appropriate department chairman. Completed examinations are filed in the faculty offices.
4. Application for Unit Credit by Challenge Examinations must be approved by the appropriate department chairman.
5. It is recommended that challenges be completed and approved by the Drop/Add date so that a student who does not pass the challenge procedure can enroll in the course.
6. When a student passes the examination for credit, a "CR" will be recorded on his permanent record but will not be posted to the student's record until 30 units have been earned in residence. No resident credit is earned, and units graded "CR" do not affect the grade point average.
7. Forms for "Application for Unit Credit by Challenge Examination" are available in department offices.

Challenge Exams by Family Nurse Practitioners Returning for an MSN

Graduate students may challenge courses when they believe they already have the skills and knowledge included in the course. Students should read the course syllabus, requirements and objectives before making this decision. A sound justification for the application for course credit by challenge examination must be stated on the SSU challenge form.

Students who are already nurse practitioners should seek individual advising to plan appropriate course challenges. The procedures for FNP course challenges is:

1. To challenge 550A and 550B:

- Enroll in the appropriate clinical course: Students challenging 550A and/or 550B are either transfer students or practicing Nurse Practitioners. Faculty make a site visit to their work setting for an evaluation of clinical skills. Students are asked to pull charts for 5-6 patients from among a selected group of clinical problems. In addition, the faculty making the site visit observes the student managing 3-4 cases and does a standard site visit evaluation. The faculty may also discuss the NP's skills with the consulting physician. After analyzing these data, the faculty makes a judgment whether the student has met performance objectives for the first clinical course (N550A) or the second clinical course (N550B). A grade is awarded for satisfactory completion of the performance objectives for the course, as appropriate. This grade can be awarded for the course on the basis of one visit. If there is any question regarding clinical performance, a second visit is made by the faculty to obtain more data. Usually not more than two visits are made. If the faculty is dubious after two visits, a grade of "U" (unsatisfactory) is awarded and the student must take the required regular clinical course the next semester.
- The faculty believe that every student should have at least one semester of graduate level clinical experience in which they can integrate and apply concepts from theory, research, ethics, professional role and health economics. Therefore, no challenge of N550C is allowed.

2. To challenge 50I, 540A, 540B, 552 or 510:

- Notify the course instructor of record of your intention to take the challenge by the end of the first week of classes. It is recommended that the challenge exam be completed 5 days before the last date to add/drop classes (usually the end of the second week of the semester). If the challenge is not passed, you must enroll and complete the course.

PROCEDURE FOR N540A/N540B CHALLENGE EXAM

1. The most recent 540A/540B class schedule, syllabus, objectives, required reading and required articles are available from the N540A/B faculty of record. It is advised that the students review this material well in advance of the challenge exam date.
2. Students planning to take either the N540A or the N540B challenge exam must take it in the semester the class is being offered.

B. Alternative Learning Experience

Students requesting to fulfill course requirements by activities other than those included in the course description must meet the following criteria:

- a) physical handicap (must be registered with the on campus Disabled Students Services – see <http://www.sonoma.edu/sas/dss/index.shtml>)
- b) same or similar prior learning activity completed
- c) similar work experience in the content area

Procedure for Alternative Learning Experience

- a) submit written rationale addressing criteria
- b) negotiate a learning contract with course instructor and get approval of Program Director
- c) register for course and fulfill course objectives through an alternative mode

C. Course Substitution

Equivalent course work from other academic institutions may be accepted as meeting SSU course requirements.

Procedure for Substitution

- a) submit petition form (please get form from Nursing Department office) and attach course description from the other institution
- b) when course from another college is accepted in the major, it must be listed on graduation form (Completion of Requirements form).

Continuing Education Credit

One semester unit of an SSU nursing course equals 15 contact hours (15 CEUs). Your university transcript is the official record of completion. Sonoma State University's BRN Provider number is 00369.

***** BRN PROVIDER #00369 *****

Discipline, Grievance and Grade Appeal

The Department of Nursing adheres to all university regulations regarding student conduct, discipline, grievance, and grade appeal. Students should consult the SSU Division of Student Affairs website (<http://www.sonoma.edu/StuAffairs/index.htm>), for information on the SSU Student Code of Conduct, Student Rights and Responsibilities, Student Discipline Procedures, and Student Grievance Procedures. The policy on grade appeal may be found at <http://www.sonoma.edu/uaffairs/policies/gradepolicy.htm>.

Student Rights and Responsibilities

The official Sonoma State University Statement of Student Rights and Responsibilities is available online at <http://www.sonoma.edu/StuAffairs/rights.htm>.

Discipline and Grievance

a) Discipline: Inappropriate conduct by students or applicants is subject to disciplinary procedures. Such conduct may lead to student behavioral contracts, probation, suspension or expulsion. See the SSU Judicial Affairs website further details on student discipline (<http://www.sonoma.edu/StuAffairs/judicial.htm>).

b) Grade Appeal and Student Grievance: The SSU Grade Appeal Policy (<http://www.sonoma.edu/uaffairs/policies/gradepolicy.htm>) and the SSU Student Grievance Policy (<http://www.sonoma.edu/uaffairs/policies/studentpolicy.htm>) describe specific measures a student must take if they wish to report/challenge academic fairness, grades, discrimination, sexual harassment, abusive treatment, etc.

In following university policy, the Nursing Department requires that students who wish to resolve a complaint concerning an assigned grade or academic fairness in a course should first discuss the issue with the instructor involved. If the matter is not resolved at that level, the student may take the matter to the Nursing Department Chair. If the matter is not resolved at the Department Chair level the student's options are to take the issue to the Dean, School of Science and Technology and/or to the University Grade Appeals Coordinator or Grievance Coordinator. In all cases, University policy needs to be followed by students, instructors and administrators.

Petitions

Department petitions are necessary to document special requests for actions such as leave of absence, taking courses other than in recommended sequence, and repeating courses.

Leave of Absence (Petition)

When a student must temporarily leave school, a Nursing Department petition should be submitted for a leave of absence. A leave of absence from the Nursing major may be requested after successful completion of a full semester. University deadlines must be followed. **A Leave of Absence of one semester allows the student to maintain continuous enrollment status; however, two semesters or more is considered a break in enrollment and the student must reapply to the University for admission.** Students taking a leave during a clinical sequence may re-join the sequence on a space available basis.

Clinical Absence

1. A student may be excused from a clinical assignment for one day with prior notification. The student is responsible for the learning activities scheduled on that

day and will decide with the faculty member in charge of the course how the activities will be made up.

2. Additional absences are to be made up in real time equivalent to time absent. It will be up to the student to arrange make-up time with the faculty who will also determine when too much time has been missed to allow for successful completion of the course.

APA Format

Papers will be written in the formatting style of the American Psychological Association. All students are required to adhere to the Publication Manual of the American Psychological Association and follow its guidelines when writing papers. Failure to adhere to APA format may result in the paper being returned ungraded or may affect the grade achieved on the paper

K. Culminating Experience

The culminating experience provides students who are about to graduate an opportunity to synthesize the clinical and theoretical knowledge they have learned throughout their masters program of study and apply it in their area of specialization. The culminating experience also provides an effective means of communicating theoretical knowledge and its application in nursing to academic peers and professional colleagues. Students are expected to demonstrate proficiency in the following areas to successfully complete the culminating experience:

1. Information content: The information presented must be accurate and current. Students must demonstrate mastery of the subject and appropriately apply theoretical knowledge to practice in the specialty area of nursing.
2. Synthesis of information: Students demonstrate their advanced practice skills of critical thinking by their ability to synthesize and apply theoretical knowledge.
3. Communication: The outcome of the culminating experience is presented in an organized logical manner. The outcome of the experience reflects the ability of the student to communicate clearly and competently. The APA format (or the format of the publisher to whom the written outcome is directed), is the standard for a written outcome.

Students are expected to pass all three of the above areas to successfully complete the culminating experience. Students who choose options I. and II. need to submit their culminating outcome during the 12th week of class in the semester the student plans to graduate. One faculty member evaluates the outcome which will be graded Pass/Fail. If the outcome fails, a second faculty member will evaluate it, and that evaluation is final. A student who fails the second evaluation must successfully re-do the culminating experience in order to graduate.

Option I. CULMINATING PROJECT

- * Implement a project directly related to the student's research proposal completed during the masters program.
- * Implement a project that addresses a significant issue, or concern or problem that the student has identified in the clinical setting.

The project may be implemented in conjunction with other health care providers and/or masters students who collaborated on the research project. If the project involves other health care providers the student must take the lead role in the implementation of the project. The student submits a proposal of the project and intended outcomes and describes how outcomes are measured.

Examples of projects include, but are not limited to: videotape production, development of training program and presentation to the staff of a clinical agency, development of program to enhance patient care in a clinical agency, development of instructional materials for staff or patients, development of software or graphic arts, an in-depth review of a primary care condition utilizing current guidelines and research findings, and other such resources.

Option II. PAPER FOR PUBLICATION

- * Prepare and submit a scholarly paper that can be submitted for publication in a professional, refereed journal.

This scholarly paper may report findings from the student's research or may be based on another topic of significance related to the student's practice. The student may co-author the paper with those they collaborated with on the research project in N500 A & B. The final paper must conform to, and be accompanied by, the publisher's detailed instructions for publication and the students must demonstrate efforts to submit the paper for publication.

Option III. COMPREHENSIVE CLINICAL SIMULATED EXAM

FNP students may take the Clinical Simulated Exam (CSE) to satisfy the culminating experience requirement. The CSE will be based on a standardized client and will simulate a clinical encounter with a client. There are three major parts to the exam.

- Part I. Ability to gather subjective and objective data from client.
- Part II. Ability to provide a logical assessment and plan for a client.
- Part III. Ability to apply theoretical principles to client care

Grading Procedure: Students must pass each section to successfully complete the entire culminating exam. Grading will be based on a percentage that will be translated into a "pass/fail" grade.

Option IV. THESIS

A thesis is an original contribution to knowledge resulting from the systematic study of a significant problem or issue. The finished thesis is a substantial paper, presented in a format that includes a statement of the problem or issue, a review of pertinent literature, collection and analysis of relevant data, a conclusion, and a formal bibliography, with appropriate documentation throughout.

All graduate students electing the thesis option should obtain a copy of Guidelines for Master's Theses and Projects online at <http://www.sonoma.edu/aa/guidelines/toc.shtml>

OPTION I. CULMINATING PROJECT**Proposal Outline:**

Student(s): Names of student(s) involved in the project. Graduate student must take lead role in the implementation of this project

Faculty Advisor(s): Name of the Dept of Nursing faculty, who have agreed to advise and sponsor you on this project

Project Description: Brief description (abstract) of what you propose to do, the need it meets, the population it addresses, and the overall expected outcome(s).

Project Goals: List the project goals. Also explain in your proposal how your project represents a culminating experience that reflects the learning objectives of the master's program.

Literature Review: Brief description of work that supports this project with proposed theoretical framework.

Resources and Budget: Describe resources needed to complete project and how you propose to access them. Budget presented in table format.

Timeline: The final paper must be submitted to the faculty advisor by Week 12 of the semester in which the student expects to graduate.

OPTION II. CULMINATING PAPER FOR PUBLICATION

Proposal Outline: (one page)

Student(s): Names of student(s) writing the paper.

Faculty Advisor(s): Name of the Dept of Nursing faculty, who has agreed to advise and sponsor your publication preparation.

Description of Paper: Brief description (abstract) of the work you will publish, i.e., what is the problem you are addressing, what is the population it addresses, and to what publisher will you submit the finished article? Explain in your proposal for the paper how your paper represents a culminating experience that reflects the learning objectives of the master's program.

Literature Review: Brief description of work that supports your proposed article. Describe why your article will add something new to the literature. What is your proposed theoretical framework?

Timeline: The final paper must be submitted to the faculty advisor by Week 12 of the semester in which the student expects to graduate.

**OPTION III. CULMINATING EXPERIENCE
COMPREHENSIVE CLINICAL SIMULATED EXAM****Detailed description of CSE**

The Clinical Simulated Exam (CSE) will be based on a standardized client and will simulate a clinical encounter with a client. There are three major parts to the exam.

Part I. Ability to gather subjective and objective data from client.

One of the FNP faculty will serve as the standardized client who presents to the provider (the student) with a complaint. All faculty have the same presenting problem and use the same script. The student will be observed and graded by the above faculty or a second FNP faculty. The whole experience will simulate a clinical encounter and will be audio-taped.

The student will work-up the "client" as they would in the clinical setting, proceeding to do a focused and pertinent history and physical, and making a preliminary assessment/diagnosis and plan. The student will then present the encounter to the faculty observer much as they would present a client to their preceptor in their clinical site.

Part II. Ability to provide a logical assessment and plan for a client.

The student, using only the appropriate reference material, will provide a write-up of the visit using the standard SOAP format, including a problem list, a health maintenance list, and a medication list. The write-up may have an assessment/diagnosis and plan that may differ from the original oral preliminary assessment and plan because the student consulted with their reference books and materials.

Part III. Ability to apply theoretical principles to client care

The two other areas the student must address include a succinct, scholarly discussion, using APA format with necessary referencing of:

- A. Description of a theoretical perspective that is logically applied in the care of the particular client seen in the encounter. Consideration must be given for the client's ethnicity, culture, socioeconomic status and pertinent demographic characteristics in detailing how the theoretical perspective is an appropriate choice.
- B. Description of the ethical and economic principles to consider in the care of the particular client seen in the encounter.

Grading Procedure: Students must pass each section to successfully complete the entire culminating exam. Grading will be based on a percentage that will be translated into a "pass/fail" grade. One faculty member evaluates the outcome which will be graded Pass/Fail. If the outcome fails, a second faculty member will evaluate it.

The second evaluation is final. This is an individual exam, the use of published references is acceptable and encouraged, but students **must not consult other persons in the preparation of parts II. and III.**

Part I.

At the end of the oral part of the exam (Part I.) the faculty observer will review with the student his/her ability to have gathered the pertinent subjective and objective information based on a standardized scoring system. If a student does not pass part I. he/she will be offered the opportunity to retake the exam at another time, by seeing another "patient".

Parts II. and III.

The original and 2 copies will be returned to the nursing office to the mailbox of the Program Director within one week of the exam. Part II & III will be graded according to the standardized criteria established by the FNP faculty.

Format:

Part II. Must be presented in a succinct, scholarly manner using correct clinical terms and descriptions. Must document references/resources using APA format and be limited to two and a half (2.5) pages, excluding references.

Part III. Must be presented in a succinct, scholarly manner utilizing APA format with the appropriate documentation of references used. Each part of Section III. must be no more than four (4) pages in length (total for part III = 8 pages), excluding references.

Reporting of Results

In the event of a failing grade, a second faculty will read unmarked copies of parts II. and/or III. Failures in part II will only be read by FNP faculty but failures in part III may be read by other graduate faculty. One faculty member evaluates the outcome which will be graded Pass/Fail. If the outcome fails, a second faculty member will evaluate it. The second evaluation is final. The results of the exam will be posted in the nursing office with students identified by their ID number. If a student fails part II and/or III they may, after consultation with faculty, rewrite parts II and/or III within one week of the consultation.

**OPTION IV. CULMINATING EXPERIENCE
THESIS**

Students choosing this option should obtain a copy of the Guidelines for Masters Theses and Projects, available in the Graduate Studies Office, Stevenson 1041. Following are the guidelines for the thesis option.

Students will choose a committee of 3:

- Student designates the chair, who must be a member of the Nursing Department faculty, tenure-track, and doctorally prepared.
- Two members from the Nursing Department faculty, or faculty from another department who have expertise in the area the student proposes to study. One of the two committee members must have a doctoral degree.
- Off campus experts may be a third reader. A curriculum vitae must be submitted and the person must be approved by the committee chair. The curriculum vitae and approval must be kept on file in the department.

The Committee must evaluate and approve the scope, topic, and method of investigation proposed in the prospectus. Once the student has obtained approval from the committee, he/she submits the Advancement to Candidacy form, with all committee members' signatures to the Graduate Studies Office.

All thesis students will submit a "Protocol Summary Sheet" to the Office of Sponsored Programs before initiating any thesis activity. Protocol Summary Sheets are available from the OSP office and are due there one month before the research is scheduled to begin. If the Office of Sponsored Programs should decide that no human subjects are involved, the Office will give the student an exemption notice.

The Committee is available to the student for consultation during work on the thesis.

Completion of the Thesis

The completed thesis must be approved and signed by the Committee before it goes to Graduate Studies; one person needs to review the total thesis for format and style.

The format must be approved by the Nursing Department Graduate Coordinator.

University policy is that students complete a thesis in four semesters. If there are any circumstances preventing the completion, a student may request a one semester extension from the Dean of Academic Programs.

Upon successful completion of the thesis, the student files the "Completion of Requirements" form with the Graduate Studies Office.

Prospectus: Components

The purpose of the prospectus states what the study intends to examine, explore, compare or accomplish. Included should be a statement of the research problem or question (in one or two sentences).

Included should be a brief, focused review of the major significant articles in the literature.

The prospectus is to identify the significance of the study to the health field, nursing profession and to the student.

Methodology: include the focus of a literature review, research design, subjects, setting, sampling, data collection and analysis selected.

The length is not to exceed 5 typed pages.

Minimum Standards for Masters Thesis

Bibliography: Graduate level research should include primary as well as secondary sources. The bibliography should reflect the entire range of the student's reading relating to the thesis/project.

Use of Resource Documents: The thesis or project should indicate in the literature review (by way of footnotes, citing of references, etc.) that the writer has understood and has incorporated the material listed in the bibliography. The APA (American Psychological Association) format will be used for organization of the thesis and citing of references.

Level of Writing: Writing styles do, and should, vary. However, thesis writing must demonstrate a mastery of English grammar and syntax.

Defense of Thesis

As a part of the culminating experience for those students electing to submit a thesis, a public defense before the chair of the student's committee and at least two other departmental or thesis committee members shall be held. The defense shall be announced and open to the entire University community, and shall be held prior to final approval by the Committee and the Graduate Dean.

Thesis Units: No more than 6 semester units N599 (Masters Thesis) may be applied toward the degree. Two units of 599 must be graded as SP (Satisfactory Progress) and the SP is changed to credit when the student completes the thesis. The thesis is to be completed by the end of the 3rd semester following the award of an SP grade.

Length of Graduate Study: The student must graduate within 7 years of the first semester of enrollment.

Copies of Thesis: In addition to the two copies required by the University, the student is to submit one copy to the Department of Nursing.

Timelines:

Students are advised to begin planning for the thesis option early in their program of study. The decision to write a thesis should be made before the end of N500A, the first semester theory/ research course. The thesis prospectus should be based upon the N500A paper, and submitted as part of the Advancement to Candidacy form, to the student's thesis committee at least 3 weeks before the end of the semester. The student would, therefore, select the thesis committee during or prior to the first semester of theory/research. The thesis prospectus must be approved before enrolling in N599 (Master's Thesis) in the following semester(s).

Deadline for submitting completed theses to the Graduate Studies Office is about 3 weeks before the end of each semester. The completed thesis must be signed by all members of the thesis committee prior to submission to the Graduate Studies Office.

L. Checklist for Nursing Graduate Students

<u>Item</u>	<u>Where</u>
1. Attend mandatory orientation and meet with your graduate coordinator or advisor and faculty to prepare your Master's Program Progression Plan.	Department
2. Register in courses on advice of appropriate program director or appointed advisor and follow the progression plan outlined in the orientation. (Note: Register for and complete courses and culminating experience in Graduate Study Plan within seven-year limit.)	Registration via the Internet
4. File Intent to Graduate (application for graduation) at the designated date	Admissions & Records

DO NOT MISS THIS DATE

GRADUATION DATE	Final Deadline
Spring 06: May 27, 2006	February 15, 2006
Summer 06: August 18, 2006	April 1, 2006
Fall 06: December 15, 2006	September 15, 2006
Spring 07: May 26, 2007	February 15, 2007
Summer 07: (TBD)	April 1, 2007

5. If writing thesis, obtain copy of Thesis Guidelines when in 500A. Discuss plan with Program Director at Least one semester prior to instigation of thesis	Academic Programs Office
6. File Advancement to Candidacy form: For Thesis: file when in 500A For Comprehensive Exam: file when program progression plan is solid and date of graduation is known	Submit to Nursing Office Nursing will submit to Graduate Studies Office
7. At successful completion of culminating experience, file Completion of Requirements form.	Submit to Nursing Office Nursing will submit to Graduate Studies Office

M. Sigma Theta Tau

Sigma Theta Tau is an international honor society of nursing. Lambda Gamma is the SSU Nursing Department's chapter. Graduate students who have completed 8 units with a GPA of at least 3.5, and who are in the top 1/3 of their class are invited to join. Applications can also be made later in the program. See the Sigma Theta Tau bulletin board outside the Nursing Department Office for more information. This group is happy to support you in your research and professional endeavors. The contact faculty person is Deb Kindy, 664-2438, deb.kindy@sonoma.edu.

N. FNP POST GRADUATION PROCEDURES

Certification as Nurse Practitioners

On graduation, all registered nurses who wish to "hold out" as nurse practitioners must apply to the Board of Registered Nursing (BRN) for certification. Graduates of the SSU FNP program must initiate this process so they can practice legally in California. Certification forms may be obtained by requesting them from the California BRN or downloading them from the BRN website (<http://www.rn.ca.gov>). To apply for certification by the BRN, follow these steps:

- Submit completed form "Application for Nurse Practitioner Certification" and fee to the BRN. Use official graduation date for the semester you graduate (see catalogue for official date).
- Request that the Office of Admissions & Records at SSU send transcripts to the BRN when your graduation is posted (6 to 8 weeks after graduation).
- Submit completed form "Verification of Completion of Nurse Practitioner Program" (page 8) (Method 1) to the FNP Program Director at SSU. When graduation or completion dates have been verified, this form will be sent to the BRN.

The BRN will not accept verification forms dated prior to the student's actual graduation date. The Nursing Department needs to wait approximately 4 weeks from the date of graduation for official notification by the Registrar's Office that a student has graduated.

Students must request an official transcript from SSU to be sent to the BRN. The MSN degree must be posted on the transcript. The BRN will not issue the certificate until transcripts have been received. The BRN needs about 6-8 weeks to process the application for certification.

FNP Furnishing and Dispensing

In order to furnish drugs or devices in approved clinics, according to California Law (BPC, Sect. 2836, 1), nurse practitioners must have pharmacology course content as specified by the BRN. The SSU FNP Program includes content and experience that meet the BRN criteria, via N552 Pharmacology.

To obtain a BRN furnishing number, graduates must submit the BRN Nurse Practitioner Pharmacology Course Verification form (available from the BRN). Send the form to the FNP Program Director who completes it and sends it to the BRN.

If the SSU-FNP program was completed more than 4 years ago, the NP must provide documentation of having experience furnishing drugs under standardized procedures for the preceding six months for a minimum of 20 hours per week.

ANA/FNP Certification Exam

Certification is the process by which the American Nurses Credentialing Center Boards on Certification, or the American Academy of Nurse Practitioners Certification Committee validate, based on predetermined standards, an individual nurse's qualifications, knowledge, and practice in a defined functional or clinical area of Nursing. Some states require ANA or AANP certification in order to practice as a nurse practitioner. As of 1993, only masters prepared NP's may sit for the exam. To get an application form contact: ANA Certification/ Credentialing Department (800) 284-CERT. The Graduate Coordinator usually has some. Once you have registered and been approved for the computerized Certification Exam you will receive a registration number. This allows you to take the exam at designated Sylvan sites by appointment.

To apply for the exam after you have graduated, fill out the forms and send Form E (or AANP forms) to the FNP program director for a signature.

To apply for the examination before you actually graduate (if you want to sit for the June exam and you graduate in May), have the program director fill out form E with your expected date of graduation. **After you actually do graduate, you must get a letter from the program director verifying that you did indeed graduate. You do not need this letter if you apply for the exam after you finish the program.**

American Academy of Nurse Practitioners National Competency-Based Certification Examination

This exam may be taken by FNP's and Adult NP's who are graduates of an MSN program. FNP's certified by the ANA Credentialing Center may apply to this testing board for reciprocity without examination. For information contact: American Academy of Nurse Practitioners/Capitol Station, LBJ Building/PO Box 12846/ Austin, Tx. 78711 (512) 442-4262

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CURRICULUM**Sample Curriculum for full-time Progression for Master of Science in Nursing
Family Nurse Practitioner****Year 1****Fall Semester (13 units)**

NURS 501 (3) Assessment & Maintenance
 NURS 540A (2) Diagnosis & Treatment I
 NURS 549 (3) Health Maintenance Practicum
 NURS 550A (2) FNP Preceptorship I
 NURS 552 (3) Pharmacology for FNPs

Spring Semester (12 units)

NURS 540B (4) Diagnosis & Treatment II
 NURS 550B (5) FNP Preceptorship II
 *NURS 505 (3) Ethics in Healthcare

Year 2**Fall Semester (9 units)**

NURS 500A (3) Scholarly Inquiry I
 NURS 504 (2) Policy & Politics of Healthcare
 NURS 550C (4) FNP Preceptorship III

Spring Semester (6 units)

NURS 500B (3) Scholarly Inquiry II
 NURS 510 (3) Professional Issues
 Culminating Experience

Total units required: 40

*may be taken in Year 2, spring semester

Grading Scales: FNP Program

PERCENTILES	GPA	AVERAGES
95.5 - 100 = A	3.75 - 4.00 = A	A = 4.0
92.5 - 95.4 = A-	3.45 - 3.74 = A-	A- = 3.6
89.5 - 92.4 = B+	3.15 - 3.44 = B+	B+ = 3.3
86.5 - 89.4 = B	2.85 - 3.14 = B	B = 3.0
83.5 - 86.4 = B-	2.55 - 2.84 = B-	B- = 2.7
80.5 - 83.4 = C+	2.25 - 2.54 = C+	C+ = 2.4
77.5 - 80.4 = C	1.95 - 2.24 = C	C = 2.0
74.5 - 77.4 = C-	1.65 - 1.94 = C-	
72.5 - 74.4 = D+	1.35 - 1.64 = D+	
69.5 - 72.4 = D	0.95 - 1.34 = D	
< 69.5 = F	< 0.95 = F	

**Sample Two-Year Programs for
Master of Science in Nursing Leadership & Management****Administration Concentration****Year 1****Fall Semester (9 units)**

NURS 500A (3) Scholarly Inquiry I
 NURS 504 (2) Policy & Politics of Healthcare
 NURS 515A (4) Financial Mgmt in Healthcare I

Spring Semester (10 units)

NURS 500B (3) Scholarly Inquiry II
 NURS 505 (3) Ethics in Healthcare
 NURS 515B (4) Financial Mgmt in Healthcare II

Year 2**Fall Semester (8 units)**

NURS 530 (4) Nursing Leadership Theory
 NURS 506 (4) Systems Mgmt in Healthcare

Spring Semester (5 units)

NURS 535 (5) Residency

Education Concentration**Year 1****Fall Semester (9 units)**

NURS 500A (3) Scholarly Inquiry I
 NURS 504 (2) Policy & Politics of Healthcare
 NURS 515A (4) Financial Mgmt in Healthcare I

Spring Semester (6 units)

NURS 500B (3) Scholarly Inquiry II
 NURS 505 (3) Ethics in Healthcare

Year 2**Fall Semester (8 units)**

NURS 522A (4) Instructional Processes I
 NURS 506 (4) Systems Mgmt in Healthcare

Spring Semester (9 units)

NURS 522B (4) Instructional Processes II
 NURS 535 (5) Residency

Clinical Nurse Leader Concentration**Year 1****Fall Semester (9 units)**

NURS 500A (3) Scholarly Inquiry I
 NURS 504 (2) Policy & Politics of Healthcare
 NURS 515A (4) Financial Mgmt in Healthcare I

Spring Semester (8 units)

NURS 500B (3) Scholarly Inquiry II
 NURS 505 (3) Ethics in Healthcare
 NURS 552 (2) Pharmacology

Year 2**Fall Semester (10 units)**

NURS 502 (3) Advanced Pathophysiology
 NURS 506 (4) Systems Mgmt in Healthcare
 NURS 509 (3) Advanced Health Assessment

Spring Semester (5 units)

NURS 525 (5) Clinical Residency