2014-2015 CATALOG

Mercy School of Nursing
Charlotte, NC

Carolinas HealthCare System

CarolinasHealthCare.org/MSON

Mercy School of Nursing
2014-2015 Catalog

Accreditation

Mercy School of Nursing is approved by the North Carolina Board of Nursing and the North Carolina State Approving Agency and is accredited by the Accreditation Commission for Education in Nursing. The school is a member of the National League for Nursing and the Carolinas' Association of Collegiate Registrars and Admissions Officers.

Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
Phone: 404-975-5000
ACEnursing.org

North Carolina Board of Nursing
P.O. Box 2129
Raleigh, NC 27602
Phone: 919-782-3211
NCBON.com

Welcome

Mercy School of Nursing was established in 1906. The program leads to licensure as a registered nurse.

Our goal is to have a sound, competitive diploma program that reflects current trends in healthcare delivery, nursing and nursing education. We offer a program that prepares the competent nurse for a variety of healthcare settings and is offered through a hospital-based environment. We can offer you:

- A diploma in nursing within two years of academic education
- Highly qualified and supportive administration, faculty and staff
- Early clinical experiences
- Student organizations

The faculty, staff and students of Mercy School of Nursing share a vision...a vision for the future in healthcare. We invite you to share the vision.

2014-2015 Catalog

Mercy School of Nursing

Charlotte, North Carolina

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Mercy School of Nursing
Academic Calendar 2014 - 2015

Summer semester ends 8/7/14

Fall Semester 2014

New day student orientation	Thursday 8/21/14
CPR class	Friday 8/22/14
All classes begin	Monday 8/25/14
Drop-add ends	Friday 8/29/14
Holiday	Monday 9/1/14
Fall break	Monday-Tuesday 10/27/14-10/28/14
Spring course registration	Friday-Friday 11/14/14-11/21/14
Last day to withdraw	Wednesday 11/26/14
Holiday	Thursday-Friday 11/27/14-11/28/14
Last class	Friday 12/5/14
Exams	Monday-Wednesday 12/8/14-12/10/14

Spring Semester 2015

New day student orientation	Monday 12/29/14
CPR class	Tuesday 12/30/14
All classes begin	Monday 1/5/15
Drop-add ends	Friday 1/16/15
Holiday	Monday 1/19/15
Spring break	Thursday-Friday 3/19/15-3/20/15
Summer course registration	Monday-Friday 4/6/15-4/10/15
Last day to withdraw	Tuesday 4/2/15
Holiday	Friday 4/3/15
Last class	Friday 4/17/15
Exams	Monday-Wed 4/20/15-4/22/15

Summer Semester 2015

Orientation	Thursday 5/7/15
CPR class	Friday 5/8/15
Classes begin	Monday 5/11/15
Drop-add ends	Friday 5/22/15
Holiday	Monday 5/25/15
Fall course registration	Friday-Friday 5/29/15-6/5/15
Summer break	Thursday-Friday 7/2/15-7/3/15
Last day to withdraw	Friday 7/10/15
Last class	Friday 7/31/15
Exams	Monday-Wed 8/3/15-8/5/15

Note: *Tentatively, Fall 2015 classes begin on Monday, August 24, 2014*
The academic calendar is subject to change.

MSON
STUDENT

About Mercy School of Nursing

History of Carolinas Medical Center-Mercy and Mercy School of Nursing

Mercy General Hospital and Mercy Hospital School of Nursing were established together in 1906 by the Sisters of Mercy of North Carolina. The original hospital was a 25-bed wooden frame building located on East First Street in downtown Charlotte. In 1916, the new Mercy Hospital opened on its present site between East Fifth Street and Vail Avenue, with the School of Nursing facilities added in 1922. Mercy School of Nursing moved to its current location at Forest Point Circle in 2006, and the original school was demolished for an expansion project at CMC-Mercy.

With several expansion programs, the hospital grew in bed capacity and services. The most ambitious expansion project was completed in 1974. This building program literally changed the face of Mercy Hospital, moving the front entrance and address from East Fifth Street to Vail Avenue. Mercy Hospital South, located in Pineville, NC, opened in 1987. On June 5, 1995, the Charlotte-Mecklenburg Hospital Authority acquired Mercy Health Services, Inc., including the Mercy School of Nursing. In June 1996, the name of the Hospital Authority was changed to Carolinas HealthCare System. In 2002, Mercy Hospital changed its name to Carolinas Medical Center-Mercy, and Mercy Hospital South became Carolinas Medical Center-Pineville.

Originally known as Mercy Hospital School of Nursing, the school graduated its first class of four students in 1908. Since that time more than 2,000 Mercy graduates have entered the nursing profession and are serving in varied roles and settings. Originally, the Mercy School of Nursing was a three-year diploma program. Beginning in the fall of 1993, the School of Nursing became a two-year diploma program. Full national accreditation has continued since 1966.

The first student nurse uniforms were made of blue-striped material with long sleeves and an ankle length skirt. A white bib and apron was worn with this uniform. The uniform style has changed over the years. The current uniform was adopted in 2013. The first caps were designed and worn by members of the 1908 graduating class. The second cap was designed in 1921. In 1967, the official Mercy cap was adopted. In 1990, the wearing of the nursing cap became optional.

The original pin was designed around 1918 to represent a Mariner's Wheel. The current pin was designed in 1922 with a cross bearing the word FIDELIS to signify loyalty and faithfulness. The school seal is a replica of the design on the current pin.

Mission Statement

The mission of Mercy School of Nursing is to prepare the graduate to function as a safe, competent beginning practitioner in various healthcare settings. Students are drawn from diverse backgrounds and are supported by caring, responsible faculty. The school provides an excellent educational environment that prepares students to promote and enhance human flourishing for patients, families, communities, and themselves; demonstrate sound nursing judgment; and to continually develop their professional identity. In addition, the school instills the value of maintaining a spirit of inquiry as they move into the world of nursing practice and beyond.

Mercy School of Nursing Philosophy

The philosophy of Mercy School of Nursing is in accord with the mission statement of Carolinas HealthCare System. The school offers nursing educational opportunities for the benefit of the people it serves, within a comprehensive system of healthcare and related services. The faculty of Mercy School of Nursing hold the following beliefs:

Nursing is defined as the protection, promotion and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response and advocacy in the care of

individuals, families, communities and populations (Nursing: A Social Policy Statement). Nursing encompasses the enhancement of human flourishing, demonstration of nursing judgment, continual development of professional identity, and a spirit of inquiry in problem. Education is a lifelong process enhanced by an educational climate that promotes self direction, self esteem, creativity and nursing judgment. It is the responsibility of the faculty to promote an environment that fosters mutual respect and supports the development of self-initiated personal and professional goals. The faculty is responsible for developing, implementing and evaluating the nursing program. Students retain the ultimate responsibility for learning. Upon completion of the program, the graduate is prepared to function as a safe and effective beginning practitioner of nursing in acute, intermediate, ambulatory and long-term care settings.

School Goals

The school goals, derived from the beliefs expressed in the statement of philosophy, are:

1. To prepare the graduate to function as a safe and effective beginning practitioner of nursing in acute, intermediate, ambulatory and long-term settings.
2. To prepare the graduate to qualify for the licensing examination for registered nursing.
3. To foster self-directed learning to meet personal and professional goals.

Mercy Program Outcomes

1. Graduates pass rate on the NCLEX-RN exam on the first writing as verified by licensure reports of the Board of Nursing will be at or above the national pass rate average.
2. Eighty percent of the graduates are employed in healthcare settings within six months of graduation.
3. Graduates evaluate their ability to function as a safe and effective beginning practitioner of nursing who can examine the evidence that underlies clinical nursing practice, advocate for human flourishing, make quality nursing judgments and implement one's role as a nurse as 4.0 or above on a scale of 1-5.
4. Graduates evaluate their ability to function as a safe and effective beginning practitioner of nursing who can examine the evidence that underlies clinical nursing practice, advocate for human flourishing, make quality nursing judgments and implement one's role as a nurse as 4.0 or above on a scale of 1-5.
5. Seventy percent of the graduates participate in some form of continuing education as evidence of their value of life-long learning process to meet professional goals.
6. Seventy percent of students complete the program in nursing within 150 percent of the required program time.

Admission, Promotion and Graduation

Admissions Requirements

Mercy School of Nursing welcomes the opportunity to provide information about nursing as a career, to advise students about preparation for nursing and to assist them with admission procedures. Applicants are considered for admission regardless of race, color, religion, sex, age, national origin, handicap, disability, military status or on any other basis prohibited by law. The school can accept only United States citizens and resident aliens. Former employees of Carolinas HealthCare System must be eligible for rehire to be eligible for admission to Mercy School of Nursing. Classes are admitted three times each year as space permits.

The completed application includes:

1. **The application form, including a non-refundable processing fee of $50.**

2. **Official transcript from accredited high school and transcripts from accredited college study.** Applicants with a bachelor's degree are not required to submit a high school transcript unless requested by the school. The transcripts must show successful completion of courses in algebra and chemistry. Applicants with satisfactory results on the General Educational Development (GED) tests or an Adult High School Completion program will be considered, provided they have had acceptable courses in algebra and chemistry.

3. **Official report of the College Entrance Examination Board's Scholastic Assessment Test (SAT) or the American College Testing Program (ACT).** The SAT was previously called the Scholastic Aptitude Test. A minimum SAT total score of 920 with subscores of 480-critical reading and 440-math or an ACT minimum composite score of 19 with subscores of 19 is expected. For SATs taken prior to April 1995, the minimum required score is 800 with 400 on the subscores. Applicants who have earned 30 college transferable quarter hours or 20 college transferable semester hours of math, science and English are exempted from the SAT/ACT requirement. However, to make an application more competitive, submission of SAT or ACT scores is recommended. A grade of C or higher is expected on each course attempted. SAT applications and information about testing dates may be obtained from the website (www.collegeboard.com). ACT applications and information about testing dates and sites may be obtained from the website (www.act.org.)

To obtain previous scores, the applicant can contact:

SAT Program ACT
P.O. Box 8057
Mt. Vernon, IL 62864
Collegeboard.com

ACT
P.O. Box 168
Iowa City, IA 52243
Attention: Records Department,
Operation Division
ACT.org

The Mercy School of Nursing code for the SAT is 5434. The code for the ACT is 3188.

4. **Official transcript for required college courses.** Applicants must submit an official transcript from an accredited college or university showing completion of Anatomy and Physiology I and II with a C or higher. Credits for anatomy and physiology courses must total eight semester hours (10 quarter hours) including a lab for each term or semester. The courses must have been completed within the last seven years. Applicants for the summer semester must also show completion of a college course in English composition (three credits) prior to enrollment. Applicants for the spring semester must show completion of all required general education. Applications may be submitted while completion of these courses is pending, but courses must be completed prior to enrollment.

5. **Satisfactory performance on the Test of Essential Academic Skills (TEAS).** This test is given at Mercy School of Nursing on a regular basis. The test may be retaken once. To register to take the test, the applicant submits the registration form found on the school website, with the $50 payment. Applicants may purchase a study guide and/or practice test from Assessment

Technologies Institute, LLC (ATI) by visiting the website, www.atitesting.com/global/students. The school uses TEAS version V.

6. **Test of English as a Foreign Language (TOEFL) scores when applicable for applicants for whom English is a second language.** The required minimum score is 83 (Internet-based test), 213 (computer-based test), or 550 (paper test). Mercy School of Nursing may require TOEFL testing of any applicant when language proficiency is an issue, including applicants from countries where English is the official language but not the primary language spoken. To take the TOEFL, call 1-800-468-6335, or visit the website www.toefl.org. International students must submit professionally prepared English language transcripts. The following agencies are among those who offer transcript translation services:

World Education Services, Inc.	International Education Evaluations, Inc.	International Education Research Foundation, Inc.
Bowling Green Station	7900 Matthews-Mint Hill Road	
P.O. Box 5087	Suite 300	P.O. Box 3665
New York, NY 10274-5087	Charlotte, NC 28227	Culver City, CA 90231
Phone: 212-966-6311	Phone: 704-772-0109	Phone: 310-258-9451
WES.org	Foreigntranscripts.com	IERF.org

7. **Previous enrollment in another nursing program.** Applicants who have attended a nursing program previously must submit a reference from program administrator. The school reserves the right to require additional information to determine eligibility.

   Applicants must present evidence of sound academic preparation, acceptable personal character, interest and motivation. The Admissions and Promotions Committee selects those applicants who are best qualified for nursing and who show the most potential for successful completion of the program. Applicants are notified promptly of the committee's decision.

Enrollment Requirements

Students admitted to the program are enrolled upon receipt of the following:

1. Signed confirmation form with nonrefundable tuition deposit of $100.
2. Completed criminal background form with a $40 non-refundable fee.
3. A physical and emotional health assessment of the applicant's ability to meet the requirements of the program, including:
   - negative drug screen.
   - complete and current immunization record in compliance with NC administration code (19A- 0401) as amended in 1994.
   - tuberculin screening test within one year.
   - hepatitis vaccine series or signed waiver.
4. Verification of acceptable criminal background.
5. Eligibility for rehire in Carolinas HealthCare System for previous employees.

Students must maintain current certification in Basic Cardiac Life Support for Healthcare Providers through the American Heart Association. Certification must be renewed every two years and verified during registration. A student who does not verify current certification will not be permitted to enroll.

Beginning students must attend an orientation prior to enrolling. The program includes a review of the school catalog and disclosure of consumer information.

Enrollment in Mercy School of Nursing implies that students accept and will comply with all rules and regulations. The school believes that the nursing profession requires persons with a high sense of integrity. Students are expected to respect constituted authority and the rights of others, to protect private and public

property, to exhibit conduct that is becoming to themselves and to the School of Nursing and to accept responsibility for their own decisions and actions. The school reserves the right to assess fees for clean-up, repair of damage or littering of school property.

The administration and faculty reserve the right to request withdrawal from school, to dismiss and to refuse readmission of any student at any time. A student who violates federal, state or local regulations may be subject to action by the appropriate authorities.

A student is considered to be full-time if registered for a yearly average of 12 credit hours per academic semester, including at least one nursing course.

A student is considered to be half-time if registered for a minimum yearly average of six credit hours per academic semester, including at least one nursing course.

Credit for Previous Education and Experience

Applicants may be given credit on an individual basis for previous post-secondary education and experience.

This credit may be obtained in one of two ways:

1. Submitting acceptable evidence of equivalent course work completed at another accredited institution with a grade of "C" or better. Courses taken more than seven years previously will be considered on an individual basis. Students who use the College Board's College-Level Examination Program (CLEP) must submit an official candidate score report that meets the standard set by the American Council on Education. Information about CLEP is available at Collegeboard.com/CLEP. Mercy accepts credit earned by an Advanced Placement Program exam score of three or higher.
2. Successfully challenging the course. The option is open to licensed practical nurses, medical corpsmen and former students of accredited schools of nursing who can document comparable theory and clinical preparation. The challenge credit awarded LPNs and corpsmen may not exceed a total of one semester. There is a fee for challenge exams. The challenge procedure is available upon request.

All regular admission requirements must be met with a recommendation from an official of the last school attended, official transcripts, course descriptions, supporting materials of courses for which credit is desired and other records as requested by Mercy School of Nursing. An evaluation of each applicant's credentials is given only after formal application has been completed. Additional learning activities may be required at the discretion of the faculty. Students who earn credit for previous work must be enrolled in Mercy School of Nursing for a minimum of two semesters of study to qualify for the school diploma. Skills validation is required for nursing course transfer.

The following credits are required for general education courses. Students with insufficient hours will not be granted credit.

Expository Writing (freshman English or equivalent) - 3 semester hours or 5 quarter hours.
Anatomy & Physiology I and II - 8 semester hours or 10 quarter hours, including a lab for each term or semester, completed within the last seven years.
Microbiology - 3-4 semester hours or 5 quarter hours, including a lab, completed within the last seven years.
Growth & Development (Developmental Psychology) - 3 semester hours or 5 quarter hours, including study of life cycle from birth to death.
Introduction to Sociology - 3 semester hours or 5 quarter hours

For clock hour to credit hour conversion, the following formulas are used:

$$\frac{\text{number of clock hours (quarter system)}}{20} \qquad \frac{\text{number of clock hours (semester system)}}{30}$$

Readmission

A former student may be considered for readmission within one year of the last day of program attendance. Readmission is not automatic. Applicants must submit a completed readmission application form. Applications must be submitted well in advance of the desired date of return. In addition to regular admission requirements, the readmission applicant must present documentation of fulfillment of any conditions set at the time of withdrawal or dismissal.

The Admissions and Promotions Committee considers each applicant on an individual basis and makes a readmission decision based on the applicant's potential for successfully completing the program. Placement of the student will depend upon the sequence of the established program of studies and space limitations in courses. A student may be readmitted only once. Financial obligations to Mercy School of Nursing must be met in full prior to consideration for readmission. Applicants who default on educational federal loans or the Carolinas HealthCare System loan are not eligible for readmission until the default is cleared. The decisions of the admissions committee are final.

Students readmitted after absence of one or more semesters must complete validation of clinical skills for nursing courses successfully completed as stated in the leave of absence policy.

A student who is unsuccessful in the Accelerated Curriculum and who applies for readmission, may be considered for admission to the regular 19-month program or the evening/weekend program.

Audit

A nursing course may be audited with the consent of the associate dean and lead nurse educator for the course. There are no laboratory privileges or credit assigned for audited courses. A fee is charged.

Promotion/Dismissal

Promotion

The student is advanced through the program on the basis of:

1. Satisfactory completion of all nursing courses with at least a C or S;
2. Satisfactory completion of all related curriculum courses with at least a C;
3. Satisfactory completion of all master curriculum plan courses for the semester enrolled prior to advancement to the next course;
4. Satisfactory demonstration of safety in nursing ability and personal behavior to assume the responsibilities of professional practice; and
5. Fulfillment of financial obligations.

A required curriculum course may be repeated once. An incomplete may be assigned in a situation in which a student is unable to complete the work required to meet the course criteria within the time limit of the course. The nurse educators involved will determine whether the student is able to successfully complete the course requirements without conflict with subsequent courses. Arrangements will be made with the student for completing the assigned work and will be written into a report, signed by both the faculty and the student and submitted to the Admissions and Promotions Committee. The student will then be provisionally advanced. If, at the end of the specified time, the student has not corrected the deficiency and maintained at least a "C" in each course, the student is subject to dismissal.

Students may be provisionally advanced to the next level pending receipt of a transcript showing completion of pre-requisite coursework. The transcript must be submitted within the first 30 days after the start of the semester. After 30 days, the student will be barred from attendance until the transcript is submitted.

Dismissal

Dismissal will result if a student:

1. Fails to make a grade of at least a "C" or "S" in a clinical nursing course.

2. Fails to make a grade of at least a "C" in the medication math competency examination.
3. Fails to make a grade of at least "C" in any repeated curriculum course while enrolled.
4. Does not comply with school regulations, standards and policies.
5. Exhibits physical or emotional health problems that conflict with safe nursing practice and does not respond to appropriate treatment and/or counseling within a reasonable period of time, or in the case of disabilities, when reasonable accommodation does not prevent unsafe clinical practice.
6. Is found to be ineligible for rehire by Carolinas HealthCare System and is denied clinical access.
7. Demonstrates unsafe clinical practice or endangerment of others. Dismissal may be immediate to protect public health and safety.

Financial and other obligations to the school must be met before leaving. No records are released until indebtedness is cleared and obligations to the school are met. The current policy at the time of dismissal will be used to determine if a refund is due.

Readmission will be denied to students who fail two clinical nursing courses or have two unsuccessful attempts of any curriculum course.

Leave of Absence

Mercy School of Nursing may grant a leave of absence (LOA) to an enrolled student for unusual circumstances that restrict student attendance (illness, bereavement, military activation, etc.). The Admissions and Promotion (A&P) committee will review the information/documentation supporting a LOA on an individual basis and approve or deny the leave request. The LOA may not exceed two semesters. A maximum of two LOAs may be granted to a student during enrollment. The student must be maintaining a "C" or better in all courses and be performing at a satisfactory level in clinical to be considered for a LOA. The student handbook contains further details about leave of absence. Students requesting a LOA in the accelerated curriculum or the evening/weekend track can return to that program, if space allows. A space will not be held open for their return.

1. Enrolled students may apply for a LOA in cases when it is anticipated that they will be unable to complete the required clinical hours as specified in the course syllabus.
2. A leave of absence is requested by completing a Change in Student Status form. This request is forwarded to the A&P committee chair. The A&P committee may request additional information it deems necessary.
3. The student will be notified in writing of approval or denial by the chair of the A&P committee. Upon approval, the A&P committee will establish a plan/guidelines that must be adhered to before reentering the program.
4. Student status at MSON will be maintained for the leave period. If a student initiates a LOA during a nursing course and returns from the LOA to complete the course, the student will be charged only once for tuition. When the student begins a leave during the semester, the duration shall count as a full semester of leave. Students enrolled in related college courses must follow that college's LOA policy. Should the student not return from LOA, the refund policy will be applied to the Mercy tuition account as of the last day of attendance. The student must pay outstanding charges before the LOA begins.
5. Students receiving financial aid should consult the financial aid office regarding special provisions affecting aid. Students on LOA are ineligible to receive financial aid and may have to return funds already distributed for the current term.
6. Changes that occur in the curriculum or school policies will be binding upon the student returning from a LOA.
7. If the student does not return at the end of the leave, the transcript will reflect the grade as "W" (withdrew).
8. Students returning from LOA of one semester or longer must successfully complete a clincal simulation to validate clinical skills for nursing courses successfully completed. The validation must be completed no sooner than one month prior to return and no later than two days prior to the first clinical day. Two scheduled attempts at validation are permitted. If the student is unsuccessful on the second attempt, the student will be dismissed administratively. Students are encouraged to utilize the nursing skills lab for practice sessions prior to attempting to validate.

Withdrawal

A student who finds it necessary to withdraw voluntarily from the program should submit a letter of

resignation and have a conference with the dean.

To receive a "W" grade a student must formally withdraw by submitting a Change in Student Status form prior to the last 25 percent of the academic term. A "W" will remain on the transcript and will not count as credit hours attempted. A student with a passing grade who requests a course withdrawal prior to the last 25 percent of the academic term will be granted a "W" for the course. A student with a grade less than 80 prior to the last 25 percent of the academic term is not eligible for withdrawal status. The student will receive a grade of "F" for the course and the course will count as credit hours attempted.

All financial and other obligations must be met before leaving. No records are released until all indebtedness is cleared and other obligations are met. The current policy at the time of withdrawal will be used to determine if a refund is due.

A student who withdraws without written notice and fulfillment of obligations to the school forfeits all claims to a refund. A student who is absent for two consecutive clinical experience days without following proper notification procedures is automatically withdrawn from the program and a grade of "F" is recorded for the course.

Official withdrawal from school during the first four weeks of the term or semester entitles a student to a refund of tuition according to the following schedule based on the last recorded day of attendance.

First or second week	Full refund less the higher of 10 percent or $100
Third or fourth week	50 percent
After fourth week	NO REFUND

All other fees are non-refundable. Supplies and uniforms are not returnable for refund. A student who has obtained financial aid must have an exit conference with the Financial Aid Office. The refund policy for students receiving Title IV federal funds is available from the Financial Aid Office. Students who live in Carolinas HealthCare System housing must contact the housing management company to arrange for checkout.

Graduation

To be considered by the faculty as a candidate for the diploma in nursing from Mercy School of Nursing, the student must have:

1. Completed all required courses of the curriculum, maintaining at least a "C" or "S" in all courses.
2. Been enrolled in the school of nursing for a minimum of two full semesters.
3. Demonstrated safety in both nursing ability and personal behavior necessary to assume the responsibilities of professional nursing.
4. Discharged all financial obligations to Mercy School of Nursing.

To be eligible for graduation with honors, the student must have a cumulative grade point average (GPA) of 3.5 or higher.

The special awards given at graduation are calculated based on attempted required course work while enrolled at Mercy School of Nursing. They include the following:

Valedictorian Award - given by Mercy School of Nursing to the graduate having the highest GPA.

Salutatorian Award - given by Mercy School of Nursing to the graduate having the second highest GPA. In case of a tie for valedictorian, two awards will be given and no salutatorian will be recognized.

Licensure

Graduates of Mercy School of Nursing may apply for licensure through individual state Boards of Nursing. Successful completion of the National Council Licensing Examination is one requirement for licensure as a registered nurse. Fees and other requirements vary in each state (Article 9 of Chapter 90, NC General Statute § 90-171.29). Licensure by endorsement may be obtained in other states. Having been convicted of certain misdemeanors or felonies may make the applicant ineligible for licensure.

Career Opportunities

Employment opportunities abound for registered nurses. Most graduates of Mercy School of Nursing work in hospitals, with the majority initially employed by Carolinas HealthCare System. Mercy graduates can be found in a wide variety of settings, including physician offices, long-term care, industrial nursing, mission fields and outpatient clinics. Many Mercy School of Nursing graduates continue their education to pursue a baccalaureate degree in nursing and some enter a RN-to-master's degree program. Click here to access the Carolinas HealthCare website.

Financial Information

Financial Obligations

Tuition and fees are published with Mercy School of Nursing's brochure and posted on the website. Enrolled students will receive statements for educational expenses. Tuition and fees are due and payable in full by 3 p.m. on the first day of each semester. Failure to pay by this date will result in a late registration fee of $10. Students may also forfeit a space in the course to those on the waiting list. If full payment of the account is impossible at the time specified, arrangements for installment payments must be made in advance with the business office. In the event of withdrawal from school, the full amount owed under the installment plan is due immediately.

Tuition costs for courses taken at Carolinas College of Health Sciences during enrollment at Mercy School of Nursing are included on the Mercy School of Nursing tuition bill. Books are purchased separately through the school's online bookstore.

All payments and correspondence concerning financial matters must contain the student's name, class and student identification number. Checks and money orders are to be made payable to Mercy School of Nursing. If a check is returned for insufficient funds, subsequent bills must be paid by cash, certified check or money order. Credit card payments can be arranged through the Financial Aid/Business Office.

The school does not assume financial responsibility for healthcare or hospitalization of students.

Students are not promoted or graduated until all financial obligations to the school have been met. No records are released until all indebtedness is cleared.

Mercy School of Nursing reserves the right to make necessary adjustments in charges without extended notice. Any changes will apply to all enrolled students when tuition and fees are due.

Financial Aid

Mercy School of Nursing administers financial aid without regard to race, color, religion, sex, age, national origin, handicap, disability, military status or any other basis prohibited by law. We offer a comprehensive program of federal and nonfederal aid to assist students in meeting educational expenses.

Student Loan Forgiveness Program

Carolinas HealthCare System offers a loan agreement to finance 80 percent of tuition and fees for students enrolled in nursing. This loan defers payment on principal and interest until the student leaves the program by withdrawal, dismissal or graduation. Payment plans are available at that time. If the graduate becomes employed by an eligible Carolinas HealthCare System facility, a work repay option is available. The Student Loan Forgiveness Program is available at the discretion of Carolinas HealthCare System.

Federal Student Aid

Students enrolled in nursing at Mercy School of Nursing may be eligible for the following federal student aid programs:

- Federal Pell Grant Program
- Federal Student Aid Loan Program - Federal Direct Stafford Loan and Federal Direct PLUS (Parent Loan for Undergraduate Students)

To apply for any of the programs listed above, the student must complete a Free Application for Federal Student Aid. This application may be completed online at www.fafsa.ed.gov. The Mercy School of Nursing Federal School Code is 006478. Additional information and application procedures for participation in these programs can be obtained in the Financial Aid Office.

Federal financial aid is available up to 150 percent of the time required to complete the nursing program. Students must achieve a grade of "C" or better to be eligible for federal financial aid. If a student fails to demonstrate satisfactory academic progress, the student is placed on probation. Eligibility for financial aid is maintained during the probationary period. If satisfactory academic progress has not been achieved by the end of the probationary period, the student becomes ineligible for further federal financial aid. Appeals must be submitted in writing to the Financial Aid Officer within the designated timeframe.

If the student is readmitted, financial eligibility is restored. Institutional policy states that a student may be readmitted only once after dismissal. All students must make satisfactory progress within 150 percent of the time required to complete the nursing program to maintain federal financial aid eligibility.

When all applications and reports have been received and processed, applicants are notified of their eligibility and may accept or decline any part of the aid. Students receiving aid under federal or state sponsored programs must subscribe to the regulations governing those programs. If students are awarded aid for the entire academic year, it will be awarded over two or three semesters. Students must make payment to the school for any charges due on their student account. Distribution of refund checks, loan checks, etc. is handled by the Business and Financial Aid Office.

Students receiving financial aid are required to notify the school of all financial assistance as it becomes available, including loans, scholarships, grants and other educational benefits. The school reserves the right to adjust the award if a change in resources reduces or increases a student's financial need. Students are responsible for signing a statement of educational purpose indicating that aid will be used solely for expenses related to attendance at Mercy School of Nursing.

The student is responsible for immediate reporting of any change in name, address or student status to the school office. This includes graduates and withdrawn students until all loans are paid in full. If a student receiving financial aid finds it necessary to withdraw, the student must notify the Financial Aid Office and the financial aid may be prorated according to school regulations governing withdrawal.

All applications, correspondence and conversations pertaining to financial assistance are considered confidential between the student, family and school officials. Because the amount of financial aid awarded reflects the economic circumstances of the student and family, the student and all others involved are expected to respect the confidentiality of this information. Financial aid files may be accessed by school administration and financial aid personnel only.

Financial aid files are retained for five years after the last date of attendance.

Textbook Loans for Students with Financial Need

Students with financial need can borrow course-specific textbooks on a temporary basis. Students eligible for book loans will be identified through the associate dean or the Financial Aid Office at Mercy School of Nursing.

Financial Aid Resources

Nurse Scholars Program – a state scholarship program for nursing students who agree to practice in North Carolina after graduation. Annual awards of $3,000 are based on academic merit. Students must be enrolled for a minimum of 12 credit hours per semester.

NC Student Loan Program for Health, Science and Mathematics – a state loan program for nursing students of $3,000 per year based on financial need. The loan is repaid through employment after graduation in designated health shortage areas or in state facilities.

Veteran's Educational Benefits – a federal program for veterans administered through the Department of Veteran's Affairs. Information is available through your local VA office or by calling 1-800-827-1000.

Mercy Scholarships – awards for students at Mercy School of Nursing based on merit and/or need. Include the Sister Catherine Miller Endowment; Dianne Corder Memorial Scholarship; Lynn D. Jolly Endowment; the Helene Levine Scholarship; the Irene G. Millroy Community Healthcare Scholarship; the Jean Hotchkiss Kramer Memorial Scholarship; the Shirley Morris Black Endowment; and the Lynda C. Opdyke Honor Scholarship.

Employment Security Commission (ESC) or Department of Labor – locally based employment offices have funds available for displaced workers for job training. For information, contact your local ESC office or Joblink Center.

National Student Nurses' Association Scholarships – various merit-based awards for currently enrolled nursing students.

Mecklenburg Medical Society Auxiliary Scholarship – merit-based award to a student currently enrolled in a nursing program in Mecklenburg County.

Part-time Employment – may be available to qualified students. The student applies for employment through the Carolinas HealthCare System Human Resources Department at www.carolinasmedicalcenter.org.

Student Life

Honor Code

The Honor Code reflects the integrity of the students and the institution. Each student, by enrollment in the school, agrees to abide by and uphold the high standards of the code. Students are expected to exhibit behaviors that promote confidence in themselves, the profession and Mercy School of Nursing. Students enjoy the privilege of accepting responsibility for their own conduct and discipline in academic and non-academic matters.

It is the responsibility of each student enrolled at Mercy School of Nursing to comply with and enforce the established Honor Code. This code regulates all aspects of student life. The basic principles embodied in the code are that each student:

1. Respect the rights and property of others.
2. Be truthful at all times.
3. Be honest in all areas of student life, including clinical and classroom assignments.

The Honor Code prohibits plagiarism and giving or receiving help on work unless specifically instructed that help is allowed. A signed honor pledge is included on each test, stating that the student neither gave nor received assistance on the test. Students are expected to report any violation of the Honor Code. A written report of the evidence about a violation of the Honor Code is submitted to the associate dean or dean. If sufficient evidence exists, the associate dean or dean will notify, in writing, the student of the alleged violation and give the student an opportunity to respond. The dean will decide if information is sufficient to support a violation. If so, a written account of the Honor Code violation, signed by the student and the dean, will be submitted to the Admission and Promotions Committee for recommendation to Faculty/Staff Organization about student status. Violations of the Honor Code may result up to and including dismissal from the program.

Dress Code

The regulation student uniform is worn for clinical activities. Students purchase the uniform from the vendor approved by the school. Students may wear street clothes for classes. Whenever students are in the hospital for any reason, it is important to present the image of a professional. Shorts, jeans and miniskirts are not worn in the hospital. The full dress code is in the student handbook.

Communication Devices

Carolinas HealthCare System will issue communication devices to employees whose duties or work location make such devices necessary for effective operations. Personal communication devices are allowed to be carried only if they are set on silent or vibrate status. Use of these devices not related to hospital business must be done off of the patient care areas. Cell phones in the classroom must be on silent or vibrate status.

Student Use of Electronic Recording/Media Devices

Students may use electronic recording/media devices only within guidelines that protect the rights of others.

Student use of electronic recording/media devices in class is permitted only with the permission of each faculty member teaching a course and the awareness of students taking the course. These restrictions are based upon: 1) legal constraints on the use of copyrighted materials; 2) autonomy of those participating in the class who may not wish to share information that will be recorded; 3) privacy rights of clients whose cases may be discussed in class; and 4) possible impact of taping on the quality of teaching and class discussion. Electronic recording/media devices are not used in the clinical setting.

Students who wish to record electronically must fulfill ALL of the following responsibilities:

1. Operate the recorder in a manner that is not disruptive to the class.

2. Operate the recorder without faculty assistance unless exempted by law.
3. Keep recording under direct control and possession unless specifically authorized by the faculty member to share a recording with another. Releasing the recording into the public domain or the Internet is not permitted.
4. Permit no copies of the recording to be made or transmitted.
5. Tum off the recorder when:
   a. Copyrighted materials are in use.
   b. There is a presentation by a non-faculty member.
   c. A classmate requests that recording cease.
   d. A faculty member requests that recording cease.
   e. Client information is under discussion.
   f. A client or family is present.
6. Refrain from electronic recording of client records, which is a violation of Carolinas HealthCare System policy.
7. Refrain from photographing or electronically recording clients without specific written consent in accordance with Carolinas HealthCare System policy.
8. Completely erase the recording at the end of the course.

The privilege of recording will be rescinded if the student does not comply with all responsibilities. A recording agreement may be signed by the student who wishes to record. Violations may result in disciplinary action, including dismissal.

Statement on Harassment

Mercy School of Nursing is committed to the right of each individual to be in an environment conducive to learning and growth. Harassment because of race, religion, color, national origin, sex, age, disability or handicap and/or veteran status will not be tolerated.

Forms of harassment may include physical or verbal conduct which may subject others to intimidation, aggression, hostility and/or unequal treatment. These unwelcome activities create a hostile and abusive environment which is not in accordance with school or Carolinas HealthCare System's philosophy.

If a person believes that an act of harassment has occurred, it is the person's right and responsibility to report the incident immediately to the school administration. Students will not be subjected to repercussions in retaliation for complaints or for opposing the harassing behavior.

To the extent possible and consistent with a proper investigation of any and all complaints, all communications from a student who feels that he/she has been or is being harassed will be kept confidential. The communications from the student and school administration will be in writing. Upon written complaint, the school administration will initiate a prompt and thorough investigation of the complaint. Appropriate corrective action will be taken to remedy the situation.

Student Rights and Responsibilities

Mercy School of Nursing supports the National Student Nurse's Association's (NSNA.org) statement of student rights and responsibilities. Mercy School of Nursing's rights and responsibilities are as follows:

1. A right to be free from discrimination on the basis of race, religion, color, national origin, sex, age and disability, and a responsibility not to discriminate against others.
2. A right to and a responsibility for knowing and abiding by policies, rules and regulations stated in the school materials and hospital/agency manuals.
3. A right to participate in and a responsibility to comply with the Honor Code of Mercy School of Nursing.
4. A right to be treated with dignity and respect and a responsibility to treat others in the same manner.
5. A right to have information maintained in a confidential manner and a responsibility to maintain confidentiality of information.
6. A right to a thorough and creative education and a responsibility to participate actively in the educational process.

7. A right to and responsibility for achieving input into curriculum planning and student services through representation on faculty and student government committees.
8. A right to due process.
9. A right to and a responsibility for peer review and self-evaluation.
10. A right to organize and participate in an organization directed toward achieving professional goals and exploring professional issues.
11. A right to and a responsibility for facilitating change in healthcare.
12. A right to and a responsibility for fostering a correlation between nursing education and practice.

Substance Abuse

The school shall be an alcohol/drug-free environment. Employees and students are expected and required to be in appropriate physical and mental condition to perform the job or to participate in class, lab or a clinical setting. Employees and students are subject to the details of the Carolinas HealthCare System Alcohol/Drug Use Policy. Students of the school are required to have a negative drug screen prior to enrollment. Additional drug and/or alcohol tests may be conducted as part of a random selection testing program and as part of a "for reasonable suspicion" testing situation. On the first day of enrollment in the school, students sign an agreement to comply with the Alcohol/Drug Use Policy.

A student who takes prescription or non-prescription drugs must report this use to the instructor when the use of such drugs may negatively affect the student's ability to perform assigned duties. It is the student's responsibility to inquire about the effects of medication. A student who fails to report such use may be subject to disciplinary action, up to and including dismissal.

Failure to comply with the request to have an alcohol/drug test or refusal to cooperate with a search request may result in dismissal.

A student with a positive test is referred to Teammate Health for case management. Teammate Health refers the student to the Employee Assistance Program, which will assess treatment needs and provide appropriate referral for treatment. During this time, the student is not permitted in the clinical area. A student may be permitted to attend classes during the assessment/treatment period on recommendation of the dean. Students are allowed to return to clinical based on cooperation; progress in assessment and/or treatment; the advice of an Employee Assistance Program counselor; and the approval of the dean. If a positive test occurs within the first 90 days of enrollment, the student is dismissed. Failure to meet clinical objectives results in failure of clinical nursing courses. Students who test positive for drugs or alcohol may appeal the test results. The student must initiate the appeal by notifying the Employee Health Representative in writing within 24 hours of notification of the positive test result. A second positive alcohol/drug test, refusal of testing or refusal to cooperate with a search is grounds for dismissal.

Reasonable suspicion drug/alcohol tests may be conducted when use or possession of drugs or alcohol is suspected; the student is involved in accidents or near accidents in which safety precautions were violated and/or careless acts were performed; there is a pattern of reported accidents; or as a part of an investigation for diversion of drugs.

The use, sale or possession of illegal drugs will result in dismissal. Possession of illegal drugs off system property or a drug conviction will be treated as a positive drug test. Any student who is charged with, or convicted of a felony or any misdemeanor involving violence, injury to another person, communicating threats, destruction of property, driving while intoxicated, theft or fraud including fraudulent checks shall immediately report such charge or conviction to school administration. Failure to report an arrest or conviction may result in disciplinary action up to and including dismissal. The consumption of alcohol/drugs during school hours or the possession of alcohol/drugs on campus will result in dismissal.

Laws and Regulations

Pertinent North Carolina laws regarding alcoholic beverages and controlled substances are available for review by students and school personnel. A summary of these laws are as follows:

It is unlawful for any person to:

1. Manufacture, sell or deliver, or possess with intent to manufacture, a controlled substance;
2. Create, sell or deliver, or possess with intent to sell or deliver, a counterfeit controlled substance;
3. Possess a controlled substance.

Any person who violates this stature shall be guilty of a misdemeanor or felony and shall be sentenced to prison or fined, or both.

It is unlawful for any person:

1. To sell or give malt beverages, unfortified wine, fortified wine, spirituous liquor or mixed beverages to anyone less than 21 years old;
2. Under 21 years of age to purchase, to attempt to purchase, possess or consume alcoholic beverages;
3. To aid and abet an underage person in the purchase or attempted purchase of alcoholic beverages;
4. To knowingly sell or give alcoholic beverages to an underage person;
5. underage to falsify a driver's license or other identification document in order to obtain or attempt to obtain alcoholic beverages;
6. To permit use of his/her driver's license or any other identification document by an underage person to purchase or attempt to purchase alcoholic beverages.

Such unlawful acts may result in fines, imprisonment, and/or revocation of driver's license. Revocation of driver's license can occur even though use of vehicle is not involved in the unlawful act.

Failure to comply with the law can result in the loss of many privileges. In the case of nursing, failure to comply with the law can result in the loss of the license to practice as a nurse or the loss of eligibility to be licensed. The Nursing Practice Act regulates the practice of nursing in North Carolina (Section I. Article 9 of Chapter 90 of the General Statutes) and is administered by the North Carolina Board of Nursing.

Revocation, discipline, suspension, probation or denial of licensure. § 90-171.37.

The Board shall initiate an investigation upon receipt of information about any practice that might violate any provision of this Article or any rule or regulation promulgated by the Board. In accordance with the provisions of Chapter 150B of the General Statutes, the Board shall have the power and authority to: (i) refuse to issue a license to practice nursing; (ii) refuse to issue a certificate of renewal of a license to practice nursing; (iii) revoke or suspend a license to practice nursing; and (iv) invoke other such disciplinary measures, censure, or probative terms against a licensee as it deems fit and proper; in any instance or instances in which the Board is satisfied that the applicant or licensee:

1. Has given false information or has withheld material information from the Board in procuring or attempting to procure a license to practice nursing.
2. Has been convicted of or pleaded guilty or no contest to any crime which indicates that the nurse is unfit or incompetent to practice nursing or that the nurse has deceived or defrauded the public.
3. Has a mental or physical disability or uses any drug to a degree that interferes with his or her fitness to practice nursing.
4. Engages in conduct that endangers the public health.
5. Is unfit or incompetent to practice nursing by reason of deliberate or negligent acts or omissions regardless of whether actual injury to the patient is established.
6. Engages in conduct that deceives, defrauds or harms the public in the course of professional activities or services.
7. Has violated any provision of this Article.
8. Has willfully violated any rules enacted by the Board.

The Board may take any of the actions specified above in this section when a registered nurse approved to perform medical acts has violated rules governing the performance of medical acts by a registered nurse; provided this shall not interfere with the authority of the North Carolina Medical Board to enforce rules and regulations governing the performance of medical acts by a registered nurse.

The Board may reinstate a revoked license, revoke censure or probative terms, or remove other licensure

restrictions when it finds that the reasons for revocation, censure or probative terms, or other licensure restrictions no longer exist and that the nurse or applicant can reasonably be expected to safely and properly practice nursing. (Nursing Practice Act, North Carolina General Assembly, 2009)

Click here for federal trafficking penalties for illegal substances.

Alcohol

Effects

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions. severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Student Health

The faculty recognizes that health maintenance and disease prevention are primarily the responsibility of the individual. Because of its interest in the health of the student, the faculty encourages health promotion and disease prevention measures for students. It is important that students establish a relationship with a primary healthcare provider prior to or soon after admission to the school. Students retain complete financial responsibility for healthcare.

Immunizations and screening tests needed to meet requirements and maintain compliance are administered by Teammate Health for accepted and enrolled students. Students are not allowed to participate in class or clinical experiences when in non-compliance with the immunization requirements. Health records for each enrolled student are maintained in a secured file by the Director of Student Services. Students are notified when updates for immunization and screening are needed and are responsible for contacting Teammate Health to schedule an appointment.

Students who are injured while performing their clinical responsibilities should complete a Report of Occupational Illness and Injury and notify Teammate Health within 24 hours.

Infectious Diseases

Exposure to infectious diseases is an inherent risk factor in healthcare settings. The actual presence of an infectious disease may be known or unknown. Mercy School of Nursing has a responsibility to provide for the safety of the public and of students.

Students are informed about the hepatitis B vaccination series and strongly encouraged to receive the immunization prior to enrollment. Hepatitis B virus information is reviewed within 10 days of enrollment in the school. The vaccination series is strongly recommended to minimize the risk of occupationally acquired hepatitis B virus. Students are informed of the risk factors associated with hepatitis B disease as well as the risk and benefits of the vaccination. Those persons deciding not to receive the vaccination series

place themselves at risk and accept responsibility for this decision. Anyone who decides not to receive the vaccination series must sign a waiver through Teammate Health.

Prior to assignment to the care of a client with infectious disease, the student must possess knowledge about transmission of the disease, and be able to demonstrate skills necessary to protect self and others. The student is responsible for knowledge of and consistent adherence to hospital procedures that define standard and transmission-based precautions against disease transmission. Accidental exposure of a student to infectious disease will be investigated according to hospital infection control procedures.

Refusal to care for clients with infectious diseases constitutes unprofessional behavior and violates the ethics of the nursing profession and the core values of CHS. Confidentiality of patients with infectious diseases must be strictly honored to protect the privacy of the client. Client diagnosis and/or diagnostic test results should be shared only with those persons directly involved in the client's care.

A student is excluded from class and/or patient care in the following circumstances:

1. The student presents validation by a physician that the student's health precludes direct care of clients with an infectious disease or constitutes a risk of the spread of infection to others.
2. The student has open skin lesions.
3. The student has uncontrolled or poorly controlled coughing.
4. The student has a temperature above 100 degrees orally.
5. The student has uncontrolled or poorly controlled drainage from body orifices.
6. The student exhibits an infectious disease-related alteration in sensory-neural status that impairs judgment, decision-making ability, behavior or coordination.
7. The student fails to use standard precautions consistently.
8. The student fails to obtain required immunizations, health assessment or medical treatment.
9. The student's health precludes direct patient care or class attendance according to hospital/agency policies, CDC, federal and state guidelines, or as determined by the Director of Student Services.

Students who are exposed to a communicable disease (ie., TB, chicken pox, hepatitis, etc.) either occupationally or in the community, are to notify the Director of Student Services so proper protocol can be instituted. It is very important that this information be conveyed as soon as possible to ensure appropriate follow-up measures.

Students with infectious disease or exposure to communicable disease are permitted to continue class and clinical activities only as their medical condition permits. Medical evaluation may be required.

Guidance

The Guidance Program is designed to promote positive adjustment to and successful management of educational experiences. Guidance focuses on assisting students in the identification of personal strengths and interests, and toward the self-directed pursuit of educational and career goals. The guidance process is initiated by the Director of Student Services as applicants pursue admission and prepare for enrollment. Upon enrollment, students are oriented to the school and local environment.

A faculty advisor is assigned to each student. Regular conferences allow opportunities to discuss progression toward goals. Students having personal issues that interfere with academic success may be referred to the Director of Student Services for assistance and/or to outside resources. The student accepts responsibility for following any guidelines outlined by faculty for initiating and maintaining contact with designated practitioners and fulfilling financial obligations.

Students may use the Employee Assistance Program provided by Carolinas HealthCare System for some counseling needs. There is no charge for limited service. Information is available from the Director of Student Services.

Students With Disabilities

Mercy School of Nursing does not discriminate against qualified individuals with disabilities and provides reasonable accommodation to otherwise qualified students with disabilities in admission, enrollment and progression. The school offers admission to the best qualified candidates regardless of the presence of disabilities. Upon request, the school offers reasonable accommodation to enable a qualified student with a verified disability to be considered for enrollment or progression, and to perform the essential functions of a Mercy School of Nursing student or to have equal benefits and privileges available to similarly situated students without disabilities.

Mercy School of Nursing will not provide accommodation or accept enrollment for progression for a qualified individual with a disability if: 1) accommodation would not enable the student to perform the essential functions of a nursing student; 2) an accommodation would cause undue hardship to Mercy School of Nursing; 3) even with accommodation, the student would pose a direct threat to the health or safety of self or others; or 4) an accommodation would require a fundamental alteration of the program.

Mercy School of Nursing determines the essential functions of a nursing student and includes this information in the pre-enrollment information provided to each student.

A student may request accommodation by submitting written verification of the disability by a qualified examiner using the Student Request for Accommodation form along with a professional certification from a licensed professional. The professional certification must contain specific recommendations for accommodation. The student request and professional certification forms are submitted to the associate dean.

Once a student has requested accommodation, Mercy School of Nursing will determine whether and what accommodation will be offered. These decisions are made on a case-by-case basis. The school may obtain expert advice needed to make an informed decision and may request that the student provide additional information from a qualified examiner. A student who requests accommodation for latex allergy must be screened by Carolinas HealthCare System Teammate Health, which will recommend the type of accommodation required. Students have a right to appeal if they feel that the accommodation granted is not reasonable.

The associate dean informs the student and faculty in writing of the approved accommodation. Students have a right to appeal if they feel that the accommodation granted is not reasonable. The student is accountable for maintaining contact with the associate dean and working with faculty to plan for implementation of the accommodation. A student who does not request accommodation by submitting the required documentation, rejects the offer of a reasonable accommodation or fails to follow through on planning for accommodation is not considered to be a qualified individual with a disability.

To use parking spaces for the handicapped, the student must obtain a handicapped parking card from the North Carolina Department of Motor Vehicles.

School Organizations

It is students who bring life to the school through their involvement and enthusiasm. Student organizations of Mercy School of Nursing provide opportunities for leadership and personal/professional growth. Faculty and students work together to ensure a productive and creative environment.

Student Government Association (SGA): The Student Government Association serves all members of the Mercy School of Nursing student body. It furthers the goals of the school by the experiences provided for leadership, responsibility and decision making. The Association serves as an official body for active and effective expression of student opinion and direction of student affairs. It fosters a spirit of unity as it provides opportunities for students to work together for common goals.

Honor Society: The Mercy School of Nursing Honor Society is a school organization designed to recognize academic excellence. Students with a 3.5 or above cumulative GPA, after a minimum of two semesters of

enrollment, are eligible for induction into the organization. All attempted required coursework at Mercy School of Nursing will be used to calculate GPA eligibility for the Mercy School of Nursing Honor Society and other honors.

Faculty Committees With Student Representation: The atmosphere of Mercy School of Nursing is one of openness and sharing of information and knowledge through both formal and informal communication. Through voting membership and participation on faculty committees, students have a voice in the affairs of the school. Students are encouraged to provide input into planning and evaluating various aspects of the school. The president of the Student Government Association is a member of the Faculty Organization. There are student representatives on the Curriculum committee and the Student Services committee.

Hearing and Appeal Policy

Mercy School of Nursing believes students have the right of appeal in matters in which the student's rights may have been violated or in which the student has been dismissed due to discrimination, differential treatment or procedural irregularity. The chief goal is to provide for the prompt and impartial resolution of the problem. The student handbook contains details about the hearing and appeals procedures.

Complaint Policy

Mercy School of Nursing believes that complaints from students may lead to growth. Complaints will be received and considered promptly and with impartiality. The student handbook contains details about the complaint process and procedure.

Campus Services and Regulations

Campus Security: Carolinas Medical Center-Pineville provides round-the-clock security for the hospital and Mercy School of Nursing through the Carolinas HealthCare System Security Department. The department works with local, state and federal authorities in crime prevention and detection. Annual crime prevention programs for students, faculty and staff address methods to protect self and belongings, and include information to promote awareness of sex offenses as mandated by the Higher Education Amendments of 1992.

Students and employees are issued key cards for building access. Cards must be handled responsibly for convenience and safety. Loss of the card must be reported immediately to Security Services. A fee is charged for replacement. The key card must be returned when enrollment terminates. Records are held until the card is returned.

Security on the Mercy School of Nursing Campus

- Students and employees are advised to avoid walking alone on campus after dark.
- If a campus crime occurs, the student should call either the Carolinas HealthCare System Security Department at 704-355-3333 or 911.
- Additional security is provided by the office park during regular business hours. The Forest Point Security number is 704-615-9635.

Security on the Hospital Campus

- Security and Emergency call stations are located throughout the campuses.
- Students and employees are advised to avoid walking alone on campus after dark. Security escort is available by calling the Carolinas HealthCare System Security Department.
- If a campus crime occurs, the student or employee should notify the Carolinas HealthCare System Security Department. A security officer can assist a student to notify the police if the student desires or if the situation warrants. Security officers do not have the authority to arrest individuals.

In the event of a sex offense, the victim should go to the nearest Emergency Department immediately without bathing or changing clothing (to preserve evidence). The nursing supervisor should be notified. Victims who desire counseling can request referral through the Student Services office or may call the Charlotte Rape Crisis Service at 704-375-9900. The school will attempt to make reasonably available changes in the academic

situation for the victims of sexual assault.

Carolinas HealthCare System does not allow weapons on the premises. The only exception is law enforcement officers with arrest powers in North Carolina. Security Services should be notified for known or suspected violations.

In accordance with federal law, statistical data on forcible and non-forcible criminal offenses that have occurred on the grounds of CMC-Pineville and Mercy School of Nursing is available. The following on campus crimes are monitored: murder, negligent manslaughter, forcible and non-forcible sex offenders, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, and arrests for liquor law violations/drug-related and violations/weapon possession. The security report is published annually. Prospective students may request a copy of the report from the Director of Student Services.

Transportation and Parking: Students are responsible for their own transportation. Although parking facilities are limited, cars with Carolinas Healthcare System parking permits are allowed on campus. Students are responsible for following laws and regulations when parking in the hospital parking facility and surrounding areas.

Tobacco Products: According to the U.S. Surgeon General's report, the use of tobacco is hazardous to the health of users and those around them. Being a part of a health institution and believing in health promoting activities, the school will encourage students who use tobacco to take steps to stop. Information is available about nearby services that can assist in this effort. For those who wish to continue to smoke, it is imperative that the school and fire regulations are followed. The use of all tobacco products is prohibited in all areas of the building and grounds of the Mercy School of Nursing and is banned on all Carolinas HealthCare System property, including buildings and grounds.

Meals: Students who display their hospital identification badge are eligible for a discount in Carolinas HealthCare System hospital cafeterias. Vending machines are available in the school. The kitchen facilities available in the school are the only authorized places for cooking. Each person who uses the kitchen is responsible for cleaning after each use. Non-perishable foods must be stored in tightly-closed containers.

Telephone: Students must be promptly accessible by telephone and are responsible for keeping a current number recorded in the school office. Telephones for local calls are available for student use.

Lockers: Lockers are available to students in the front hall of the school. See the Director of Student Services to obtain a locker.

Disruptive Behavior and Contraband Material: The use or possession of firearms or fireworks, illegal drugs, alcohol, concealed weapons, and the use of unauthorized electrical appliances, are strictly prohibited and may result in disciplinary action, fines and/or dismissal from the school.

Academic Information

Student Attendance

Each student is expected to attend and be punctual for all class, laboratory and related experiences and show evidence of preparation for learning activities. An absence does not lessen the student's responsibility for meeting objectives of the course.

Class: It is the student's responsibility to obtain any information missed due to absence. Specific course requirements are identified in each course syllabus.

Testing: A student who misses a scheduled test must contact the nurse educator prior to the test to schedule make-up of the test at a time when monitoring is possible. Failure to contact the nurse educator prior to the test will result in a test grade penalty of 10 points. Failure to contact the nurse educator prior to a quiz will result in a penalty of 2 points. A student who knows in advance that a test will be missed should arrange to take the test prior to the anticipated absence. A missed test must be made up on the next contact day. Failure to make up the test on the next contact day will result in a test grade penalty of 10 points per day. A student who misses more than two scheduled tests in a course will lose make-up testing privileges and have a grade of "0" recorded for missed tests. A student who anticipates being tardy for a scheduled test or quiz must contact the nurse educator prior to the scheduled test/quiz. This student will be able to begin the test on arrival with correct time adjustment. The student who does not notify the nurse educator prior to being tardy will take the test on arrival with no time

Clinical: Clinical attendance is required to facilitate integration of classroom objectives in the clinical practice setting. Clinical laboratory time is considered the same as clinical hospital time. A student who misses two clinical/lab days in any nursing course may be required to appear before the Subcommittee on Student Performance and present a written plan for the achievement of clinical objectives for the time missed. Makeup time may be completed in the clinical environment or via a written assignment. The maximum hours that can be made-up via written assignment will be eight hours.

A student who misses more than two clinical/lab days in any nursing course will be required to take an incomplete in the course. The student will not progress to the next course, but will complete the clinical time during the next semester. The student must consult with clinical instructor/nurse educator to negotiate the plan.

A student who exhibits repeated tardiness (15 minutes or more, more than once) will also be required to present a written plan to the Subcommittee on Student Performance for achievement of the clinical objectives. Failure to notify faculty or clinical unit of anticipated tardiness will result in a "U" in the role competency of "represent a professional image of nursing."

If a student is assigned in the clinical laboratory, an absence must be reported to that unit at least 30 minutes prior to the scheduled arrival time. The following reporting mechanism should be used with clinical absences: 1) call the appropriate clinical area; 2) identify self; 3) ask that documentation of the absence be placed on the student assignment sheet; 4) obtain the name of the person with whom the message was left.

Inclement Weather

In case of severely hazardous weather conditions, specific school activities may be delayed or canceled. Information about class cancellations or delay can be accessed on MOODLE (Online cmc-mercy.org) or by calling the Mercy School of Nursing Weather Line at 704-512-2011. If the school has a delayed time, students will report for class and clinical at the time stated on the Weather Line. Students will be expected to make up all experiences missed. Students are ultimately accountable for determining the safety of local driving conditions.

Grading System

The continuous process of evaluation of student performance serves two major purposes: assisting the student to identify and correct learning problems during the progress of a course and determining the degree of success that the student has achieved at the end of a course in reference to the course criteria. Provisions for evaluation are built into each course and stated in writing in the course syllabi. Course objectives state the criteria for minimum acceptable student performance at the completion of the course. Success in the course is determined by the accomplishment of these objectives. Methods of evaluation for each course are designed and weighted to evaluate the specific behaviors required to achieve the objectives.

Course Grade

Each course is assigned one final grade that reflects evaluation of all learning experiences. To successfully complete each nursing course, the student must achieve a satisfactory rating in clinical performance and a minimum grade of 80 percent. Extra credit activities are not offered in nursing courses. The final grade in a course is translated into the following grading system:

A = 92 - 100	S = Satisfactory
B = 86 - 91	U = Unsatisfactory
C = 80 - 85	W = Withdrew
D = 75 - 79	
F = Below 75	

The grade point average (GPA) is calculated by dividing the total number of quality points earned by the credit hours attempted.

A = 4 quality points/credit hour
B = 3 quality points/credit hour
C = 2 quality points/credit hour
D= 1 quality point/credit hour
F = 0 quality points/credit hour

When a course is taken more than once and is successfully completed, that grade replaces the previous grade in computing grade point average. Grades from required college courses taken concurrently with nursing courses are used to calculate the GPA. Courses repeated at Mercy School of Nursing will not accrue additional hours attempted. The last grade replaces the previous grade in computing the GPA; however, all entries remain a part of the student's permanent record.

Incomplete Grade

An incomplete may be assigned in a situation in which a student is unable to complete the work required to meet the course criteria within the time limit of the course. The faculty involved will determine whether the student is able to successfully complete the course requirements without conflict with subsequent courses. A contract for completing the course work will be signed by both the nurse educator and the student. The student will be provisionally advanced. If, at the end of the specified time the student has not corrected the deficiency, the student will fail the course.

Probation

Failure to show satisfactory progress within a course will be cause for placement on probation. Probation is defined as a warning period during which a student should evaluate his/her status within the program and make immediate alterations in factors that impede success. The faculty notifies the student verbally and in writing of the probationary status. The student on probation is expected to work closely with course faculty and faculty advisors. The length and terms of the probation are determined and monitored by the course faculty. If the student's progress is satisfactory at the end of the specified length of time, the probation is removed. If the student's progress is not satisfactory at the end of the specified length of time, the student will receive an "F" in the course. The Subcommittee on Student Performance assists students with more than

one probation. The school's Academic Success Plan intervenes for at-risk students.

Credit Hours

One credit is awarded for each hour per week of class or each three hours per week of clinical laboratory in nursing courses. A student is considered to be full time if registered for 12 credit hours per semester. A student is considered to be half time if registered for a minimum of six credit hours per semester, including at least one nursing course.

Scholastic Standing

Scholastic standing is determined by GPA. The GPA is calculated by dividing the total number of credits earned by the credit hours attempted.

A = 4 quality points/credit hours
B = 3 quality points/credit hours
C = 2 quality points/credit hours
D = 1 quality point/credit hour
F = 0 quality points.

Grades from college courses taken concurrently with nursing courses are included in the GPA calculation. Students with a semester GPA of 3.5 are named to the Dean's List.

Student Responsibility for Testing

1. Number two pencils must be used if Scantron answer sheets are used.
2. Calculators may be used for computations. Students must use calculators provided by the school. Scratch sheets are submitted with the test booklet and Scantron answer sheet.
3. Cell phones are turned off. Notebooks, book bags and purses are left at the front of the room. Only closed drink containers are permitted. No food or candy is allowed.
4. Students cannot leave the room unless accompanied by faculty.
5. Students who are unable to take a test during the scheduled time period will follow the procedure outlined in the school catalog under attendance. Exceptions to this will be on an individual basis and at the discretion of the Associate Dean.
6. Additional specific requirements may be included in each course syllabus.
7. Special accommodations for testing must be approved by the associate dean as outlined in the policy on enrollment and progression of qualified students with disabilities.

The course faculty will review the statistical analysis, test results and other significant issues prior to assigning and posting grades. If a test question is dropped from a unit test or final exam, scores will be calculated on the remaining number of questions. Decisions to exclude a question is the faculty perogative. Grades may be posted by student identification number. Grades are not given out by phone or email.

Test review will be held after all students have taken the test. Faculty members are also available for individual test review after the class.

A student who wishes to challenge the correct answer to a question must present justification in a current reference within five business days after return of the test. Course faculty determine if the justification is valid. A student who requests verification of Scantron grading accuracy must identify the question(s) of concern within five business days after return of the test. Course faculty will arrange with the secretary to check the Scantron sheet for accuracy. A student who desires further review of the test must make an appointment to meet privately with course faculty according to course guidelines.

Evaluation

Evaluation of student performance is conducted and documented in writing. Faculty conduct at least a mid-semester and a final evaluation conference with each student. The faculty evaluation and student self-evaluation are documented on the Clinical Performance Evaluation, which is signed by both the faculty and the student. These evaluation notes are supported by anecdotal records, which include factual statements of observed student behaviors and indicate ability to meet the objectives of that course. Progression in

the ability to evaluate oneself facilitates increased student involvement as the student moves through the program.

The Clinical Performance Evaluation details the expected clinical behaviors for each course. The faculty member evaluates each behavior on a weekly basis. The faculty has identified key behaviors that are serious enough to constitute an unsatisfactory grade for the day. These behaviors may result in dismissal from the clinical area if the faculty member deems that the student is unsafe to care for the assigned client, or demonstrates behavior that is disruptive or incompatible with the professional nursing image and role. If a student has two unsatisfactory clinical days in a course, the student is placed on clinical probation. A student who has a third unsatisfactory day during the course will fail the course and is dismissed from the program at that time.

If the student is dismissed from the clinical unit, the faculty member determines if and how the objectives for the missed time can be achieved. The student is placed on clinical probation if permitted to continue enrollment.

Unsafe behavior of any type may result in immediate dismissal from the program as outlined in the dismissal policy.

Examples of situations that may be cause for "U" for the day (and perhaps, dismissal from the unit and the program), include but are not limited to:

1. Unprepared for clinical assignment.
2. Abusive/harassing behavior towards client/family/staff/peers/faculty.
3. Insubordination.
4. More than 30 minutes late (by unit clock) without prior permission of faculty.
5. Unprofessional appearance.
6. Repeated use of profanity in the clinical setting.
7. Sleeping on duty.
8. Client abandonment.
9. Dishonesty/theft.
10. Diversion of medication.
11. Major violation of standards and protocols with high risk for or actual harm to client.
12. Failure to administer medications/intravenous infusions according to policy.
13. Failure to promptly and accurately report pertinent information with high risk for or actual harm to the client.
14. Possession of firearms, weapons, alcohol or illegal substances.

A student may demonstrate an unsatisfactory clinical behavior in an area that does not result in a "U" for the day, but rather a "U" for the area only. After the second "U" in the same area, the student is placed on probation. A third "U" in the same area results in clinical failure and the student is dismissed from the program at that time.

Confidentiality of Information

Public Information

The Public Information and Marketing department handles press releases, including information about the school and hospital. Students and employees should refer media requests for information to administrative officials.

Education Records

In accordance with the Family Educational Rights and Privacy Act of 1974, as amended, Mercy School of Nursing uses the following guidelines to protect the privacy and confidentiality of the educational record. No one outside the institution shall have access to, nor will the institution disclose information from, an educational record without the written consent of the student, former student or graduate except:

- Personnel within the institution determined by the institution to have legitimate educational interests.
- Persons or organizations providing students financial aid.
- Accrediting agencies carrying out their accrediting function.

- Persons in compliance with a judicial order.
- Persons in an emergency to protect the health and safety of the student or other persons.
- Disciplinary proceedings conducted by the school against an alleged perpetrator of a crime; results of proceedings are released to the alleged victim of the crime.

Parents who request information about a student's progress are advised to make an appointment for a conference with school officials at a time when the student can be present. The school maintains a record of each disclosure of personally identifiable student information to anyone other than the parent, student, former student, graduate, a school official, a party with written consent for release of the information or a party seeking directory information.

The academic transcript is a part of the education record. The transcript is released only with written consent of the student, former student or graduate. To have a transcript or reference information released from the school, the student, former student or graduate must make the request in writing to the Director of Student Services. Forms for release of student information are available. Copies of the transcript issued directly to the student or graduate are unofficial copies without the school seal. Transcripts and records are not released unless all financial obligations to the school and/or student loan program are met. Grades earned in required courses taken at other schools during enrollment at Mercy School of Nursing will appear on the Mercy transcript. Mercy School of Nursing does not issue copies of or release transcripts from other institutions.

A student, former student or graduate who wishes to review the education record must make a written request listing the item or items of interest to the dean, who will comply with requests within 45 days. Copies may be made with certain exceptions (e.g. a copy of the academic record for which a financial "hold" exists or a transcript of an original or source document that exists elsewhere). Copies are made at the requestor's expense at prevailing rates for transcript fees and copying.

Students MAY NOT inspect and review the following documents:

1. Financial information submitted by their parents.
2. Confidential letters and recommendations that are associated with admissions, employment, job placement or honors to which they have waived their rights of inspection and review. The names of the individuals who provided letters of recommendation may be given to the student.
3. Education records containing information about more than one student. Access will only be permitted to that part of the record which pertains to the inquiring student.

A student may withhold directory information by notifying the Director of Student Services in writing within two weeks after the first day of class at the beginning of each semester. Request for nondisclosure will be honored for one academic year. Authorization to withhold directory information must be filed annually in the school office. Directory information includes: student name, address, telephone number, date and place of birth, major field of study, dates of attendance, degrees, honors and awards received, the most recent previous educational agency or institutions attended by the student and participation in officially recognized activities. The school considers Dean's List status and graduation honors as public information and releases this information without a student's specific written authorization unless otherwise directed by the student.

Procedure Related to Client Records

Students and employees must protect the confidentiality of client information. Violation of client confidentiality is a breach of professional behavior, which may result in disciplinary action up to and including dismissal. Client names are not used on papers submitted to faculty for academic purposes. Information about clients is not shared with anyone other than the healthcare providers with legitimate need for the information.

Destroying Records

Papers containing personally identifiable confidential information must be shredded before disposal. A deposit box for items to be shredded is located in the student lounge.

Procedure for Data Change

A student, former student, graduate or parent who believes the education record contains information that is inaccurate, misleading or inappropriate may discuss the problems informally with the dean. If the dean's

decision is in agreement with the request for correction, the appropriate records will be amended. If not, the person will be informed by the dean of the right to a hearing to challenge the contents of the records.

A request for a formal hearing must be made in writing to the dean who, within 45 days after receiving the request, will inform the person of the date, place and time of the hearing. The hearing is conducted by a person who does not have a direct interest in the outcome of the hearing. Decisions are summarized in writing, including evidence and reasons for the decision, and a copy is given to the person requesting the hearing. This policy does not apply to a challenge of grade unless the grade assigned was inaccurately recorded (refer to the Hearing and Appeals Procedure).

A student, former student, graduate or parent who believes that a decision not to amend the record violates the provisions of the Act may make a written request for assistance from the dean to aid in filing a complaint with the appropriate federal agency. The person may place a statement in the record commenting on the contested information and/or stating the reasons for disagreement with the record information.

Confidentiality Statement

Strict confidentiality of patient and employee information must be maintained. Students engaged in clinical practice at all facilities have a moral and legal obligation to protect the privacy rights of others by taking actions to prevent disclosure of confidential information.

Students must:

1. Refuse to release in any format or discuss with unauthorized persons any patient/family/employee confidential information;
2. Refrain from photocopying any part of a patient record unless specifically authorized to do so by hospital personnel;
3. Refer incoming calls or inquiries concerning a patient's condition or status to hospital staff;
4. Refrain from discussing patient information in halls, cafeteria, elevators or other places where conversations can be overheard;
5. Refrain from reading the medical record or seeking information about acquaintances or relatives who are patients or about any patient unless directly involved in care;
6. Use patient initials rather than names on school-assigned papers;
7. Shred documents such as worksheets and care plans that contain patient information (These papers must not be discarded in unsecured trash at the hospital, school or home. "Confidential Bins" are available at the hospital and the school);
8. Refrain from disclosing employee work schedules, addresses or telephone numbers;
9. Wear authorized clothing and identification when present in clinical areas; and
10. Refrain from photographing any patient without written permission.

Learning Resource Center

The Learning Resource Center (LRC) is designed to provide students of Mercy School of Nursing an atmosphere supportive of their educational needs. The LRC is made up of the computer center with Internet-ready computers, the print library with on-site reference materials and media resources and a well-equipped nursing skills practice laboratory. Computer resources within the LRC enhance the print reference library by allowing access to the Internet as well as a large volume of online reference materials.

Students are granted access to the Area Health Education Center (AHEC) digital library through Carolinas HealthCare System. The AHEC digital library is available from the LRC or home. There are a variety of computer assisted learning programs, DVDs and videos available to students to reinforce classroom learning. The nursing skills laboratory is available to students for practice of clinical nursing skills both in formal and informal learning situations. Individuals who need more assistance in perfecting clinical skills may see the learning resource specialist for individualized instruction.

Curriculum

Educational and Clinical Facilities

The educational facilities include well-equipped offices, classrooms, conference space, nursing skills laboratory and learning resource center.

The major clinical facility for Mercy School of Nursing is CMC-Pineville, one of the most up-to-date and sophisticated facilities for clinical education in the Southeast.

The curriculum utilizes other clinical facilities in Carolinas HealthCare System and in the Charlotte community, including a nursing home, doctors' offices, home care agencies, and other hospitals and agencies related to healthcare. Students provide their own transportation.

Click here to access the Carolinas HealthCare System website.

Curriculum Framework

Spirit of Inquiry - A persistent sense of curiosity that enhances both learning and practice guiding a nurse to raise questions, challenge traditional and existing practices, and seek creative approaches to problems.

Sub concepts: Knowledge and science, informatics, systems thinking, evidence-based practice, excellence, innovation/creativity, pharmacology, nutrition/diet therapy

Human Flourishing - An endeavor to achieve self-actualization and fulfillment encompassing the uniqueness, dignity, diversity, freedom, happiness, and holistic well-being of the individual within the larger family, community, and population.

Sub concepts: Relationship-centered care, patient-centeredness, global health, caring, community resources/discharge planning, patient advocacy, confidentiality, beliefs/values/culture/diversity/holism, communication

Nursing Judgment - The employment of critical thinking, clinical judgment, and best evidence into practice in making decisions about clinical care, the development and application of research and the broader dissemination of insights and research findings to the community, and management and resource allocation.

Sub concepts: clinical reasoning, collaboration, teamwork, technical skills, human development, documentation, time management/organization, quality and safety, health care economics, healthful work environment, ethical/legal frameworks, healthy teaching

Professional Identity - Internalization of core values and perspectives recognized as integral to the art and science of nursing which become self-evident as the nurse learns, gains experience, and grows in the profession while working to improve patient outcomes and promote the ideals of the nursing profession.

Sub concepts: personal and professional development, accountability, integrity, standards of professional nursing practice, ambiguity/uncertainty, context and environment, lifelong self-directed learning, leadership.

Description of Curriculum

Fundamentals of Nursing initially prepares the student to give care to adult clients with common health problems. Each subsequent course in nursing builds on the previous coursework or is taken concurrently to enhance the nursing process. The program also builds on previously acquired knowledge. Supporting college courses assist the student to communicate effectively and to understand the structure, function and development of human beings within society. The student assists clients, families and groups to deal with changes in physical and mental health. Clinical experiences expand and extend to community settings, mental and family health, and critical care settings as the student transitions into the leadership and management roles of professional nursing.

Curriculum Framework

The curriculum is organized around four main concepts: spirit of inquiry, human flourishing, nursing judgment and professional identity. These four concepts and their accompanying sub concepts are fully explained in the student handbook.

Standard Curriculum

SESSION	CLASS	CREDITS HOURS
Pre-enrollment	Anatomy & Physiology I & II with lab	8
First Semester	NUR1000 Fundamentals of Nursing	9
	English Composition	3
Second Semester	NUR 1010 Adult Health I	9
	Microbiology with lab	3-4
Third Semester	NUR 2000 Adult Health II	9
Fourth Semester	NUR 2010 Maternal-Child Nursing	9
	Human Growth & Development	3
Fifth Semester	NUR 2020 Advanced Nursing	9
	Introduction to Sociology	3
	Total Credit Hours	66

Evening and Weekend Curriculum

Students who are unable to participate in the daytime curriculum may participate in the evening/weekend curriculum. This option is offered once a year in the spring semester. All general education courses must be completed prior to enrollment.

SESSION	CLASS	CREDITS HOURS
Pre-enrollment	English Composition	3
	Anatomy & Physiology I & II with lab	8
	Microbiology with lab	3-4
	Human Growth and Development	3
	Introduction to Sociology	3
Spring Semester (January)	NUR 1000 Fundamentals of Nursing	9
Summer Semester (May)	NUR 1010 Adult Health I	9
Fall Semester (August)	NUR 2000 Adult Health II	9
Spring Semester (January)	NUR 2010 Maternal/Child Nursing	9
Summer Semester (May)	NUR 2020 Advanced Nursing	9
	Total Credit Hours	66

LPN to RN Bridge Curriculum

The LPN Bridge Program is offered in the fall. The student must meet the school's admission and enrollment criteria and validate current unrestricted licensure as a licensed practical nurse. The option shortens the traditional five semester curriculum by 10 weeks. Students who meet criteria for the accelerated curriculum option may complete the program sooner.

SESSION	CLASS	CREDITS HOURS
Pre-enrollment	Anatomy & Physiology I & II with lab	8
Fall Semester	NUR 1000 LPN Bridge	3
	English Composition	3
Spring Semester	NUR 1010 Adult Health I	9
	Microbiology with lab	3-4
Summer Semester	NUR 2000 Adult Health II	9
Fall Semester	NUR 2010 Maternal-Child Nursing	9
	Growth & Development	3
Spring Semester	NUR 2020 Advanced Nursing	9
	Introduction to Sociology	3
	Total Credit Hours	60

Six additional credit hours are granted for LPN education at the successful completion of NUR 1000.

Accelerated Curriculum

The accelerated curriculum permits students to complete the requirements to become a registered nurse in four semesters. This option is open to students entering in the summer and fall. The mission, philosophy, curriculum objectives and credit hours are identical to the five semester program. One semester of work is packaged into courses that are completed concurrently with other nursing courses and/or during school breaks. Admission to the Accelerated Option is limited to 10 students.

Requirements
- Completion of all general education college courses prior to admission into the accelerated component*
- Successful completion of NUR 1000

The accelerated four semester curriculum option is as follows:

SESSION	CLASS	CREDITS HOURS
Pre-enrollment	Anatomy & Physiology I & II with lab	8
	English Composition	3
	Microbiology with lab	3-4
	Growth & Development*	3
	Introduction to Sociology*	3

First Semester	NUR 1000 Fundamentals of Nursing	9
Second Semester	NUR 1010 Adult Health I	9
	NUR 2005 Mental Health Nursing	4.5
Third Semester	NUR 2000 Adult Health II	9
	NUR 2015 Nursing of Children	4.5
Fourth Semester	NUR 2040 Advanced Nursing (accelerated)	9
	Total Credit Hours	66

* If beginning NUR 1000 in the fall semester, student may have one remaining general education course.

Curriculum Objectives

After the completion of the curriculum, the student will be eligible to seek licensure as a registered nurse and start to work as a beginning practitioner in acute, intermediate, ambulatory and long-term settings.

The student will:

1. Consistently demonstrate critical thinking by using the nursing process and evidence-based practice in the care of individuals, families and groups of clients in acute and ambulatory settings.
2. Effectively use the relationship process in caring for individuals, families and groups.
3. Collaborate with the interdisciplinary healthcare team to organize the care of individuals and groups of clients.
4. Implement therapeutic nursing interventions in nursing practice.
5. Consistently demonstrate professional behavior in the care of individuals, families and groups.

Course Descriptions

Human Anatomy and Physiology I
45 classroom hours and 45 laboratory hours (4 credits)
A study of the structure and function of the human body, approached from a cellular and system level. Cells, tissues, integument, skeletal system, muscular system, nervous system and special senses are included.
Prerequisite: One unit of high school biology

Human Anatomy and Physiology II
45 classroom hours and 45 laboratory hours (4 credits)
A continuation of Anatomy & Physiology I. The endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary and reproductive systems are included. In addition, the course includes metabolism and fluid and electrolyte balance.
Prerequisite: Anatomy & Physiology I

Fundamentals of Nursing (NUR 1000)
90 classroom hours and 135 clinical laboratory hours (9 credits)
Nursing 1000 introduces the beginning student to the main concepts of the nursing program: critical thinking, relationship process, care management, professional behavior and therapeutic nursing interventions. Students are oriented to the healthcare setting and are taught interventional skills in both lab and client care settings.
Pre or co-requisites: English Composition (required to be completed prior to May admission)

English Composition
45 classroom hours (3 credits)
A course designed to teach clear, purposeful, effective writing, which emphasizes composition in various forms for different purposes and various audiences.
Prerequisite: None (Required pre-enrollment for students entering in the summer semester)

Microbiology
45 classroom hours and 45 laboratory hours (4 credits)
A study of the basic physiology of bacteria, fungi, protozoa and viruses with emphasis on host-parasite interaction, control and epidemiology of infectious diseases.
Prerequisite: One unit of high school biology

LPN Bridge (NUR 1005)
25 classroom hours and 30 clinical hours (3 credits)
NUR 1005 offers licensed practical nurses the opportunity to explore the role of registered nurse in critical thinking, relationship process, care management, professional behavior and therapeutic nursing interventions, building upon previous knowledge and skills.
Prerequisite: Anatomy & Physiology I & II; verification of unencumbered licensure as a Licensed Practical Nurse

Adult Health I (NUR 1010)
90 classroom hours and 135 clinical hours (9 credits)
NUR 1010 progresses the student in the use of the major concepts of the nursing program through the discussion and care of client populations with the common health problems of neuro-sensory, endocrine, digestion, musculoskeletal, renal and immune function. It also expands the student's understanding of the dimensions of healthcare by examining legal, ethical, economic and quality aspects of nursing practice. Career opportunities are explored. Clinical settings include acute care units and rehabilitative facilities.
Prerequisites: NUR 1000; Pre or co-requisite: Microbiology

Adult Health II (NUR 2000)
75 classroom hours and 180 clinical hours (9 credits)
In this course students use the nursing process, critical thinking, care management, professional behavior and therapeutic nursing interventions to plan the care of clients with the common health problems of oxygenation, circulation and reproduction. Emphasis is placed on health promotion and illness prevention. Various ambulatory and acute care settings are used for clinical experience. A 64-hour focused client care experience is included in the clinical component.
Prerequisites: NUR 1010, Microbiology

Human Growth and Development
45 classroom hours (3 credits)
A study of the development of the individual from conception to death. Major concepts are acquired through study of the stage and developmental tasks in terms of physical, emotional, social and intellectual growth.
Prerequisite: None

Maternal-Child Nursing (NUR 2010)
75 classroom hours and 180 clinical laboratory hours (9 credits)
NUR 2010 guided by the major curriculum concepts focuses on the care of childbearing and childrearing families. The content on maternal-child nursing includes preconceptional health, as well as following the family through the perinatal period and from infancy through adolescence. There is an emphasis on health enhancement, prevention of complications and nursing management of client needs. Clinical settings include ambulatory and inpatient facilities.
Prerequisites: NUR 2000; Pre or co-requisite: Human Growth & Development

Introduction to Sociology
45 classroom hours (3 credits)
Presents the nature, concepts and principles of sociology, including culture, socialization, groups, institutions, organizations, the class system, social change and social process.
Prerequisite: None

Advanced Nursing (NUR 2020)
75 classroom hours and 180 clinical hours (9 credits)
Advanced nursing focuses the student on the care of clients with complex physiological and psychological needs. Emphasis is on health promotion and intervention in situational and developmental crises of individuals and families experiencing critical illness. The course builds upon previously acquired competencies and introduces mental health concepts needed to provide client care. Students are encouraged to develop the professional nursing role.
Prerequisites: NUR 2010; Pre or co-requisite: Introduction to Sociology

Clinical Elective (NUR 1150-1153)
45-135 clinical hours (1-3 credits)
Nursing 1150-1153 offers the student an opportunity to contract for additional clinical experience in an area of interest in the acute care setting. The choice of setting depends upon the level of student within the curriculum.
Prerequisites: NUR 1150-NUR 1000; NUR 1151-NUR 1010; NUR 1152-NUR 2000; NUR 1153-NUR 2010

Accelerated Curriculum Option

Mental Health Nursing (NUR 2005)
37.5 classroom hours and 90 clinical laboratory hours (4.5 credits)
Mental Health Nursing focuses the student on the care of clients with physiological and socioculturally induced psychological needs. The course builds upon previously acquired competencies and introduces mental health concepts needed to provide care.
Prerequisites: NUR 1000, completion of all general education courses, acceptance into Accelerated Curriculum Option; Co-requisite: NUR 1010

Nursing of Children (NUR 2015)
37.5 classroom hours and 90 clinical laboratory hours (4.5 credits)
Nursing of Children focuses on the care of the childrearing family. There is emphasis on health enhancement, prevention of complications and nursing management of client needs. Clinical settings include ambulatory and inpatient facilities.
Prerequisites: NUR 1010, NUR 1015; Co-requisite: NUR 2000

Advanced Nursing - Accelerated Curriculum Option (NUR 2040)
75 classroom hours and 180 clinical laboratory hours (9 credits)
Advanced Nursing-Accelerated Curriculum Option focuses on the care of clients, families and groups of clients with complex physiologic needs, including the care of childbearing families and families experiencing critical illness. Emphasis is on health promotion and intervention in situational and developmental crises of individuals and families. Students are guided to develop the professional nursing role. Clinical settings include ambulatory and inpatient facilities.
Prerequisites: NUR 2000, NUR 2015

Comprehensive Assessment and Review Program

The school participates in a national testing and review program that provides regular assessment of learning, options for review of areas needing improvement and reassessment to assure long-term learning.

For more information, visit www.atitesting.com.

Computer Competency Assessment

- Students will complete the Computer Competency Assessment Exercise prior to enrollment.
- Students who score less than 85 percent on the assessment test will spend time in remediation with the Learning Resource Specialist (LRS). The LRS will provide students the opportunity to gain familiarity in areas of computer utilization that have been identified as weak through completion of the competency exercises.

Scope of Practice Restrictions for Student Nurses

Mercy School of Nursing ascribes to the policies of Carolinas HealthCare System and the North Carolina Board of Nursing that define the role of the student nurse.

- Carolinas HealthCare System Policy and Clinical Practice Guidelines: Student Nurses, Advisory Statement Procedures
- NCBON: Activities within the Scope of Practice for the RN or LPN (Advisory Statements)

Nursing students are not allowed to perform the following procedures:

1. Administration of blood and blood products
2. Investigational protocols
3. Administration of chemotherapy and other specific drug routes or classes as specified in the School policy on medication administration
4. Procedures requiring advanced preparation and/or certification
5. Insertion, manipulation or removal of central vascular or arterial catheters, including picc lines
6. Arterial punctures or obtaining blood from an arterial line
7. Obtaining blood specimens for the lab other than by finger or heel stick
8. Debridement of wound
9. Defibrillation other than by AED
10. Insertion of enteral feeding tube
11. Peritoneal dialysis
12. Surgical retraction, hemostasis, cutting, suturing or stapling of tissue
13. Removal of thoracotomy tube
14. Reinsertion or removal of gastrostomy, epidural/caudal or suprapubic catheter/tube
15. Measurement of cardiac output or pulmonary wedge pressure
16. Witness of consent, advance directive or other legal document
17. Independently giving report to next shift or next unit in transfer
18. Accompanying patient to off-campus site
19. Change/alteration of ventilator setting

Student entries on the patient record require verification by instructor or designated nurse. See policy on Administration of Medications for verification requirements and limitations on medication administration.

Administration of Medications

Students and faculty will follow the accepted institutional guidelines and procedure in administration of medications. A student is NOT to give medications without the supervision of faculty, except in special circumstances when a preceptor or other designated nurse may supervise. The student will administer scheduled and as needed medications in accordance with planned instructional objectives and at the

discretion of faculty. Faculty may opt to supervise STAT and one-time doses. Where the level of competency or other circumstances limit student administration of medications, clear communication by the student and/or with the staff nurse is required. Students cannot administer the following medications: 1) antineoplastics other than by oral route, 2) epidural meds, 3) intracardiac medications, and 4) blood and blood products. The medications that must be verified and co-signed by two licensed nurses follow the Carolinas HealthCare System policy.

Students may perform previously learned medication competencies as they add those for the course in which they are currently enrolled.

NUR 1000: Students who have successfully validated competence may administer oral, rectal, inhaled, vaginal, urethral, subcutaneous, intramuscular and topical medications. Students may not administer intravenous infusions or medications.

NUR 1005: Students who have successfully validated competence may administer oral, rectal, inhaled, vaginal, urethral, subcutaneous, intramuscular and topical medications. Students may not administer intravenous infusions or medications.

NUR 1010: Students who have successfully validated competence can administer insulin, hang new intravenous solutions, connect new intravenous tubing, calculate/regulate intravenous flow rates, flush PRN adapters with saline and flush central lines with heparin and saline. Students may administer intravenous parenteral nutrition, fat emulsion, vitamins, diluted electrolytes and minibag medications.

NUR 2005: Students are not allowed to give medications.

NUR 2000: Students who have successfully validated competence may perform venipuncture and administer intravenous push medications only under the supervision of faculty or preceptor. Students may titrate intravenous medications under the supervision of faculty or preceptor.

NUR 2010: Students may perform pediatric drug calculations, administer antiparasitics and immunizing agents under the supervision of faculty or preceptor. Students may administer drugs used during pregnancy/labor/delivery/lactation, clotting agents, fertility drugs and contraceptives.

NUR 2015: Students may perform pediatric drug calculations, administer antiparasitics and immunizing agents under the supervision of faculty or preceptor.

NUR 2020: Students may titrate intravenous medications under the supervision of faculty or preceptor.

NUR 2040: Students may titrate intravenous medications under the supervision of faculty or preceptor. Students may administer drugs used during pregnancy/labor/delivery/lactation, clotting agents, fertility drugs and contraceptives.

Mercy School of Nursing Faculty and Staff

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School Staff

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Mercy School of Nursing
ADDENDUM
2014-2015 Catalog
Last Update June 2, 2015

1. Academic Calendar (Page 5): Added Fall 2015 and Spring 2016 Semester Calendar

MERCY SCHOOL OF NURSING
ACADEMIC CALENDAR
2015-2016

Fall Semester 2015

All classes begin	Monday, 8/24/15
Drop-add ends	Friday, 8/28/15
Holiday	Monday, 9/7/15
Fall break	Monday, 10/26/15 – Tuesday 10/27/15
Spring course registration	Friday, 11/13/15 – Friday, 11/20/15
Last day to withdraw	Wednesday, 11/25/15
Holiday	Thursday, 11/26/15 – Friday, 11/27/15
Last class	Friday, 12/4/15
Exams	Monday, 12/7/15 – Wednesday, 12/9/15
Graduation	Thursday, 12/10/15

Spring Semester 2016

All classes begin	Monday, 1/11/16
Holiday	Monday, 1/18/16
Drop-add ends	Friday, 1/22/16
Spring break	Monday, 3/21/16 – Friday, 3/25/16
Last day to withdraw	Friday, 4/8/16
Last class	Friday, 4/28/16
Exams	Monday, 5/2/16 – Wednesday 5/6/16
Graduation	Friday, 5/13/16

The academic calendar is subject to change.

2. Change in Hospital Name: The name of the hospital which Mercy School of Nursing, Charlotte, NC is a department of announced a name change from Carolinas Medical Center-Pineville to Carolinas HealthCare System Pineville effective March 1, 2015. There will be no change in ownership, control, address, personnel, officers, or any other operations of the facility.

3. Catalog pages 9-11 entitled Admissions Requirements: Effective September 12, 2015 Mercy School of Nursing will no longer be admitting students to the program. The program will graduate its final class May 2016. Hence the admission information is no longer applicable with the exception of information pertaining to discrimination and harassment. The following statement will be included: Concerns or inquiries regarding the application of Title IX regulations may be directed to the Associate Dean of Mercy School of Nursing at 704-512-2016.