



VANDERBILT
School of Nursing



2022-2023 STUDENT HANDBOOK

MASTER OF NURSING • MASTER OF SCIENCE IN NURSING •
POST MASTER'S CERTIFICATE • DOCTOR OF NURSING PRACTICE

VANDERBILT UNIVERSITY SCHOOL OF NURSING | NASHVILLE, TENNESSEE

Contents

Letter From The Dean	13
Academic Calendar: MN, MSN and DNP Programs	14
About the School	16
ACCREDITATION	16
Commission on Collegiate Nursing Education	16
Accreditation Commission for Midwifery Education (ACME)	17
*Southern Association of Colleges and Schools Commission on Colleges	17
Tennessee Board of Nursing	17
U.S. Department of Education	17
EQUITY, DIVERSITY, AND INCLUSION	18
VUSN Diversity, Inclusion, and Anti-racism Statement	18
HISTORY	18
MISSION STATEMENT	19
SKILLS AND SIMULATION LAB	19
Academic Support	20
ACADEMIC SUPPORT SERVICE FOR STUDENTS	20
Senior Associate Dean for Academics	20
Senior Associate Dean for Informatics	20
Assistant Dean for Academics and Associate Dean for Equity, Diversity, and Inclusion	21
Assistant Dean for Academics, Advanced Nursing Practice	21
Assistant Dean for Academics, Generalist Nursing Practice	22
Assistant Dean for Academics, Doctoral Nursing Practice	22
Assistant Dean for Student Affairs	23
Associate Dean for Strategic Enrollment	23
Academic Coaching Services	24
Faculty Advisers	24
Assistant University Registrar and Director of Nursing Student Records, Office of Enrollment Services	25
Program Coordinator Nursing Student Records, Office of Enrollment Services	25
Director of Student Financial Services	26
CLINICAL PLACEMENT	26

Assistant Dean for Clinical Placement	26
MN and PreSpecialty (BA/BS in non-nursing field) Year Rotations	26
Specialty Year MSN - Placements within the Greater Middle Tennessee Area	27
Specialty Year MSN - Placements outside the Greater Middle Tennessee Area (OMTA)	27
Clinical Requirements	28
COVID-19 as a Clinical Requirement	29
Transportation and Lodging	29
COMPUTING SERVICES	29
Computing-Related Information	29
Audiovisual Viewing and Additional Interactive Learning Tools	29
Brightspace	29
VUSN Testing Lab	29
Media Resource Library	30
V-mail Access and Help	30
VUnetID	30
VUSN Technology Overview Page	30
Wireless Internet at VUSN	31
VUSN Information Technology Resources	31
Staff	31
Remote Proctor	32
Resources for Distance-Access Students	33
Requirements for Student Home Computer and Other Resources:	33
VUSN LOCATION OF ADMINISTRATIVE OFFICES	34
General Information for All Nursing Students	35
CHANGE OF ADDRESS AND TELEPHONE NUMBER.....	35
COMMUNICATING WITH THE SCHOOL OF NURSING	35
Contacting a member of the faculty	35
Emergency Phone Calls	36
Faculty/Staff Mailboxes	36
Official University Communications	36
Voice Mail	36
CONTINUING STUDENT REQUIREMENTS	37
Disclosure of offenses post-background check completion:	37

Background Check Required for Readmission:	37
Maintaining Health Insurance, TB Testing, Annual Flu Vaccination, Training, Licensing, and Certification Requirements:	37
VUSN Requirements to Maintain for Registration:	37
About COVID-19	39
Clearing the Continuing Student, VUSN Student Requirements Hold for Registration:	39
Additional Clinical Site Requirements and Restrictions:	39
Accidents/Injury/Illnesses:	40
NEW STUDENT REQUIREMENTS	40
Background Check Requirement:	40
Disclosure of offenses post-background check completion:	40
New Student Compliance Requirements:	41
How to Meet the VUSN New Student Compliance Requirements:	41
VUSN Immunization/Titer, TB Testing, CPR Certification, Health Insurance, Licensure, and Certification Requirements for Registration:	42
About COVID-19	44
Clearing the VUSN Student Requirements Hold for Registration:	44
Additional Clinical Site Requirements and Restrictions:	44
Accidents/Injury/Illnesses:	45
How to Meet the State-Mandated Immunization Requirements for New Students at Vanderbilt University:	45
Vanderbilt University’s State-Mandated Immunization and/or Titer Requirements for Registration:	45
Clearing the State-Mandated, VU Immunization Requirement Hold for Registration:	46
EXPOSURE TO CONTAGIONS OR HEALTH EMERGENCIES	47
Blood and Body Fluids	47
Respiratory and Other Non-Bloodborne Pathogens (such as TB, lice, meningitis, measles, COVID-19, and others)	48
Occupational Exposure Charges	49
In The Event Of A Serious Health Concern Or An Emergency	49
FORMS FOR ENROLLMENT CHANGES	50
LICENSURE AND CERTIFICATION	50
Registered Nurse (RN) Licensure	50
Out of State RN Licensure	51

National Certification	51
LOST AND FOUND	52
PARKING	52
REGISTRATION.....	53
Registration Hold	53
How to Register	53
Dropping a Class	53
Grading Basis	53
Enrolling in a Variable Credit Class	53
Viewing Your Schedule	54
ROOM RESERVATIONS	54
STUDENT MEDICAL OR INJURY OCCURRENCES GUIDELINES.....	54
Responding to Student Health Events and Injuries	54
STUDENT ORGANIZATIONS AND AFFINITY GROUPS	56
VUSN Student Organizations	56
STUDENT VOLUNTEER WORK	56
TRADITIONS: COMPOSITES, GRADUATION, INVESTITURE, AND PINNING	56
Class Picture – Composite MN, MSN, & DNP	56
Graduation, Investiture, and Pinning at VUSN	57
Graduation and Commencement	57
Investiture	57
Pinning Ceremony	57
Vanderbilt University Resources	58
CAMPUS SECURITY	58
Vanderbilt University Public Safety	58
Emergency Phones	58
VandySafe	59
Walking Escort Service	59
DISABILITY, DISCRIMINATION, AND GRIEVANCES.....	59
EQUITY, DIVERSITY, AND INCLUSION OFFICE.....	59
LIBRARIES.....	60
NEWS, PUBLICATIONS, AND MEDIA.....	61
Vanderbilt Nurse Magazine	61

The VUSN Newsletter	61
OFFICE OF STUDENT CARE COORDINATION (OSCC)	61
ORIGAMI RISK - VUSN INCIDENT REPORTING.....	62
PARKING, VEHICLE REGISTRATION, AND ALTERNATIVE TRANSPORTATION	63
PROJECT SAFE CENTER	63
SARRATT STUDENT CENTER.....	64
STUDENT ACCESS SERVICES.....	64
Reasonable Accommodation Request Process	65
Accommodations	65
Documentation Guidelines	65
Admissions Information	66
Temporary Support Services	66
STUDENT CARE NETWORK	66
STUDENT HEALTH SERVICES.....	66
TITLE IX AND SEXUAL MISCONDUCT.....	67
Student Discrimination	67
UNIVERSITY CHAPLAIN AND RELIGIOUS LIFE	67
UNIVERSITY COUNSELING CENTER.....	68
VANDERBILT CARD SERVICES.....	68
VANDERBILT UNIVERSITY RESOURCES	69
Student Services	69
VUSN Academic Policies/Regulations.....	70
ATTENDANCE AND ABSENCE POLICY	70
AUDITING COURSES	70
CHANGE OF COURSE.....	71
Change of Clinical Placement Site:	71
Change of Enrollment Status (e.g., Full-time vs Part-time):	72
Change in Program of Studies for NM/FNP MSN Students	72
Change of Specialty (MSN/PMC)	73
Dropping a Course	73
Withdrawing from a Course:	74
Student Withdrawal from the School of Nursing	74
CORE PERFORMANCE STANDARDS.....	74

GRADING SYSTEM.....	75
Academic Standing:	76
Certification in DNP Program	76
Clinical Course Grades	76
Incomplete Course Grade	77
Incomplete Grade in Clinical Courses	78
Pass/Fail or Satisfactory/Unsatisfactory Grades:	78
Repeat Coursework	78
Late Submissions:	78
Probation/Dismissal:	79
Time Frame for Completion of Program	79
REGULATIONS: APPEAL PROCESS FOR MN, MSN, OR DNP SAAA COMMITTEE PROBATION / DISMISSAL DECISIONS.....	80
Grounds for Appeal:	80
Steps for Submission of an Appeal:	80
Readmission:	81
Progression Requirements:	81
COMPLAINT PROCESS	82
LEAVE OF ABSENCE POLICY	84
Policy Overview	84
Leave of Absence Re-Entry	85
MEDICAL LEAVE OF ABSENCE POLICY	85
Medical Leave of Absence Re-Entry:	86
MEETINGS WITH FACULTY AND ADMINISTRATORS.....	86
TRANSFER OF CREDIT	86
Policy	86
Honor Code.....	87
STATEMENT OF THE HONOR CODE.....	87
HONOR CODE APPLIED TO PREPARATION OF PAPERS	89
HONOR CODE APPLIED TO TESTS, EXAMINATIONS, AND OTHER EXERCISES.....	89
THE HONOR CODE APPLICATION TO GROUP WORK.....	89
Tips for Success	90
RESPONSIBILITY OF THE INDIVIDUAL STUDENT	90

Honor Council	91
Honor Council School of Nursing Bylaws.....	91
Article I – Name	91
Article II – Purpose	91
Article III – Jurisdiction	91
Article IV – Membership, Elections, and Vacancies	91
Article V – Duties of Officers and Members	92
Article VI – Meetings	94
Article VII – Faculty Adviser	94
Article VIII – Violations	94
Article IX – Hearing	95
Article X – Penalties	95
Article XI – Appeals	96
Article XII – Amendments	96
PROCEDURES OF THE VANDERBILT SCHOOL OF NURSING HONOR COUNCIL.....	96
INVESTIGATION	96
HEARINGS	98
Attendance at the Hearing by the Accused Student	98
Withdrawal from the University before the Hearing	99
Order of Events for Hearing	99
PENALTIES FOR A HONOR CODE VIOLATION	100
APPEAL PROCESS.....	101
After the Hearing	102
WITHDRAWAL FROM THE UNIVERSITY BEFORE THE HEARING	102
VUSN: Other Guidelines, Policies, and Procedures	103
ALCOHOL, CONTROLLED SUBSTANCE, AND SMOKING POLICY	103
ANIMALS	103
CHILDREN IN THE SCHOOL.....	103
CODE FOR NURSES.....	104
CONDUCT POLICY	104
COVID-19	104
About COVID-19 and Clinical Placement	105
DRESS CODE.....	105

Classroom Dress Guideline	105
General Clinical Requirements	105
PreSpecialty Clinical Experiences	105
Psych/Mental Health Clinical-Additional Guidelines	106
Community Health Clinical-Additional Guidelines	106
Specialty Clinical	106
EDUCATIONAL RESOURCES AND MATERIALS PROTECTION.....	106
INCLEMENT WEATHER POLICY	106
Key Definitions:	107
Inclement Weather Event	107
Yellow Alert Standby for Inclement Weather Announcement	107
Orange Alert Inclement Weather Announcement	107
Thunderstorm Watch	107
Thunderstorm Warning	107
Weather Advisory	107
Weather Warning	107
Weather Watch	107
Faculty/Staff Communications:	107
Procedure:	108
Cancellation/Delay of Start Time for Classes:	108
Student Notification Instructions for Cancellation/Delay of start time for classes:	108
NET ETIQUETTE STATEMENT	108
Respect and Courtesy	109
Participation and Collaboration	109
Presentation of Self	109
SOCIAL MEDIA POLICY	110
Policy	110
Definitions	110
Procedure/Specific Information	110
Guidelines for Online Professional or Personal Activity	110
STUDENT RECORDS – FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)	112
VUSN: Doctor of Nursing Practice (DNP) Program	112
DNP Program Goals	113

Entry to the DNP Advanced Clinical Practice Track with an MSN Degree in Advanced Nursing Practice	113
Entry to the DNP Advanced Systems Track:	113
Entry to DNP Executive Leadership Track:	114
Entry with MSN Adding Post-Master’s Certificate:	115
Entry to BSN to DNP Track	115
DNP PROGRAM ADMINISTRATION	116
Assistant Dean for Academics, Doctoral Nursing Practice	116
DNP Program Manager	116
DNP DEGREE REQUIREMENTS	117
DNP Advanced Clinical Practice Track, Advanced Systems Practice Track, and Executive Leadership Track.	117
CURRICULUM OVERVIEW	117
PRACTICE HOURS	118
RATIO OF CREDIT HOURS TO CLOCK HOURS	119
Didactic	119
Independent Study	120
Practicum	120
Intensive Sessions	120
2022-23 Intensive Dates	120
Doctor of Nursing Practice (DNP) Program Curriculum Plans	121
VUSN: DNP CURRICULUM PLANS	121
5 Semester Plan	121
6 Semester Plan	122
5 Semester Plan - Executive Leadership	122
6 Semester Plan - Executive Leadership	124
BSN Entry to DNP Advanced Clinical Practice Tracks	126
BSN ENTRY TO ADVANCED CLINICAL PRACTICE DNP: AGACNP SPECIALTY	126
BSN ENTRY TO ADVANCED CLINICAL PRACTICE DNP: FNP/ENP SPECIALTY	127
VUSN: Master of Nursing Practice (MN) Program	130
ENTRY INTO MN PROGRAM	130
PROGRAM OVERVIEW	130
PROGRAM OUTCOMES	130

Master of Nursing (MN) Program Curriculum Plans	132
VUSN: Master of Science in Nursing (MSN) Program	134
ENTRY INTO MSN PROGRAM	134
MSN PreSpecialty	134
ASN to MSN	134
BSN to MSN	134
TRANSITIONAL OBJECTIVES	134
MSN PROGRAM GOALS	135
Dual MSN/MTS, MSN/MDiv Programs	135
Post-Master’s Certificate	135
Program of Studies for Post-Master's Certificates	136
Area of Specialty	137
Master of Science in Nursing (MSN) Program Curriculum Plans	138
ADULT-GERONTOLOGY ACUTE CARE NURSE PRACTITIONER (AGACNP)	138
Adult-Gerontology Acute Care Nurse Practitioner Curriculum Plan and Required Hours	138
Adult-Gerontology Acute Care Nurse Practitioner 2-Year, Part-Time Curriculum Plan	139
Adult-Gerontology Acute Care Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	140
Adult-Gerontology Acute Care Nurse Practitioner Post Master’s Certificate: Sample Full-Time Curriculum Plan **	141
ADULT-GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER (AGPCNP)	143
Adult-Gerontology Primary Care Nurse Practitioner Curriculum Plan and Required Hours	143
Adult-Gerontology Primary Care Nurse Practitioner 2-Year, Part-Time Curriculum Plan	144
Adult-Gerontology Primary Care Nurse Practitioner Sample Curriculum Plan for Post Master’s Certificate	145
EMERGENCY NURSE PRACTITIONER	147
ENP Post Master’s Certificate Curriculum Plan for the FNP Prepared Applicant	147
(Non-AG-ACNP Certification Prep)	147
EMERGENCY NURSE PRACTITIONER (FNP/ENP DUAL FOCUS)	148
Family / Emergency Nurse Practitioner Curriculum Plan and Required Hours	148
Family / Emergency Nurse Practitioner Curriculum Plan, Part-Time	149
FAMILY NURSE PRACTITIONER (FNP)	151
Family Nurse Practitioner Curriculum Plan and Required Hours	151
Family Nurse Practitioner 2-Year, Part-Time Curriculum Plan	152

Family Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	152
Family Nurse Practitioner Sample Curriculum Plan for Post Master’s Certificate	153
NURSE EDUCATOR (NE)	155
Nurse Educator Post Master’s Certificate Sample Curriculum Plan (3 semester)	155
Nurse Educator Post Master’s Certificate Sample Curriculum Plan (4 semester)	155
NURSING AND HEALTH CARE LEADERSHIP (NHCL)	156
Nursing and Health Care Leadership	156
Nursing and Health Care Leadership (Note: Program of study for students who entered the NHCL program of study, fall 2019, only.)	156
NURSING INFORMATICS (NI)	158
Nursing Informatics Specialty Curriculum Plan and Required Hours (2-Year, Part Time)	158
MSN in Nursing Informatics Post Master’s Certificate Option	159
NURSE-MIDWIFERY (NM)	160
Nurse-Midwifery Specialty Curriculum Plan and Required Hours	160
Nurse-Midwifery Part-Time Curriculum Plan	161
Nurse-Midwifery Sample Curriculum Plan for Post Master’s Certificate	162
NURSE-MIDWIFERY/FAMILY NURSE PRACTITIONER DUAL FOCUS (NM/FNP)	163
Nurse-Midwifery/Family Nurse Practitioner Specialty Curriculum Plan and Required Hours	163
Nurse-Midwifery/Family Nurse Practitioner Part-Time Curriculum Plan	165
NEONATAL NURSE PRACTITIONER (NNP)	166
Neonatal Nurse Practitioner Curriculum Plan and Required Hours	166
Neonatal Nurse Practitioner 2-Year, Part-Time Curriculum Plan	167
Neonatal Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	167
Neonatal Nurse Practitioner Sample Curriculum Plan for Post Master’s Certificate	168
PSYCHIATRIC-MENTAL HEALTH NURSE PRACTITIONER (LIFESPAN) (PMHNP)	170
Psychiatric-Mental Health Nurse Practitioner (Lifespan) Curriculum Plan and Required Hours	170
Psychiatric-Mental Health Nurse Practitioner (Lifespan) 2-Year, Part-Time Curriculum Plan	171
MSN in Psychiatric-Mental Health Nurse Practitioner (Lifespan) Post Master’s Certificate Option	172
MSN in Psychiatric-Mental Health Nurse Practitioner with Nurse Foundation* Post Master’s Certificate Option	173
PEDIATRIC NURSE PRACTITIONER – ACUTE CARE (PNP-AC)	174
Pediatric Nurse Practitioners – Acute Care Specialty Curriculum Plan and Required Hours	174
Pediatric Nurse Practitioner - Acute Care Specialty Track 2-Year, Part-Time Curriculum Plan	175

Pediatric Nurse Practitioner - Acute Care Specialty Track 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	175
Primary Care PNP's adding Pediatric Acute Care * Post Master's Certificate Curriculum Plan	176
Non-PNP's adding Pediatric Acute Care * Post Master's Certificate Curriculum Plan	177
PEDIATRIC NURSE PRACTITIONER – PRIMARY CARE (PNP-PC)	178
Pediatric Nurse Practitioners - Primary Care Specialty Curriculum Plan and Required Hours	178
Pediatric Nurse Practitioners - Primary Care Specialty Track 2-Year, Part-Time Curriculum Plan ..	179
Pediatric Nurse Practitioner - Primary Care Specialty Track 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	179
Pediatric Nurse Practitioners adding Primary* Post Master's Certificate Curriculum Plan	180
WOMEN'S HEALTH GENDER-RELATED NURSE PRACTITIONER (WHGRNP)	182
Women's Health Gender-Related Nurse Practitioner Curriculum Plan and Required Hours	182
Women's Health Gender-Related Nurse Practitioner 2-Year, Part-Time Curriculum Plan	183
Women's Health Gender-Related Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only	183
Women's Health Gender-Related Nurse Practitioner Sample Curriculum Plan for Post Master's Certificate	184
WOMEN'S HEALTH GENDER-RELATED NURSE PRACTITIONER/ADULT GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER (WHGRNP/AGPCNP).....	186
Women's Health Gender-Related Nurse Practitioner/Adult-Gerontology Primary Care Nurse Practitioner Curriculum Plan and Required Hours	186
Women's Health Gender-Related Nurse Practitioner/Adult-Gerontology Primary Care Nurse Practitioner Part-Time Curriculum Plan and Required Hours	187
ASN TO MSN LEVEL	189
ASN-MSN Curriculum Plan and Required Hours	189
ASN-MSN Part Time Curriculum Plan	189
PRESPECIALTY LEVEL	191
PreSpecialty Component PreSpecialty Curriculum Plan and Required Hours	191

Letter From The Dean



Dear students,

It is with great pleasure that I welcome you to Vanderbilt University School of Nursing at the start of the school year and perhaps the start of your nursing career. I look forward to greeting all of you with excitement and a strong sense of purpose and optimism.

Whether you are a new or continuing student, you are an important part of our campus community. Your student experience at Vanderbilt will be filled with many diverse and exciting experiences for both professional and personal growth. Opportunities for advanced practice nurses in health care are changing faster than ever before, and you—our graduates—will be leaders and changemakers in increasing access, expanding quality and decreasing costs for patients and systems.

Please familiarize yourself with this handbook, as it will introduce you to our policies, procedures and resources. As a VUSN student, you are responsible for your interactions with the school and the greater Vanderbilt community, and this handbook will be your guide. I encourage you to read and understand the information in it, especially our codes of conduct.

Again, welcome to VUSN during this transformational time for nursing, health care and higher education, and congratulations on taking one more step towards achieving your career goals.

Pamela R. Jeffries PhD, RN, FAAN, ANEF, FSSH
Dean and Valere Potter Distinguished Professor of Nursing

Academic Calendar: MN, MSN and DNP Programs

[Click for PhD academic calendar](#)

**Dates are subject to the VU Return to Campus Policy*

FALL SEMESTER 2022

Date	Event
August 17-18 (Wed-Thurs)	MSN PreSpecialty Level New Student Orientation*
August 19 (Fri)	MSN PreSpecialty Level Classes Begin*
August 22 (Mon)	MSN Specialty Level and Post Master's Certificate Orientations* (BSN and MSN entry)
August 23 (Tue)	MSN Specialty Level and Post Master's Certificate Classes Begin*
	Important: Please check your specialty class schedule for specific information on start dates for required classes.
August 22-26 (Mon-Fri)	PhD Orientation and Intensive (date subject to change)
August 29-Sept 1 (Mon-Thurs)	DNP Orientation and Intensive
September 2 (Friday)	End of Student Change Period. See https://www.vanderbilt.edu/stuaccts/graduate/withdrawal-schedule.php for tuition refund schedule
September 5 (Mon)	Labor Day – no VUSN Classes
October 1 (Sat)	MSN and DNP Fall Open House
October 7 (Fri)	Last day to withdraw with a "W" (Please see https://www.vanderbilt.edu/stuaccts/graduate/withdrawal-schedule.php for tuition refund schedule)
November 19-27 (Sat-Sun)	Thanksgiving Break
December 9 (Fri)	Last Day of Fall Semester
December 9 (Fri)	December Pinning Ceremony

SPRING SEMESTER 2023

Date	Event
January 3 (Tue)	First day of Spring semester for PreSpecialty and Specialty Level
	Important: Please check your specialty class schedule for specific information on start dates for required classes
January 5-6 (Thurs - Fri)	MN Orientation
January 9-12 (Mon-Thurs)	DNP Intensive
January 9-13 (Mon-Fri)	PhD Intensive (date subject to change)
January 9	MN classes begin
January 16 (Mon)	MLK Holiday for all students – No VUSN classes
January 20	End of student drop/add period; 85% tuition refund see full schedule
February 22	Last day to withdraw with a "W"; tuition refund 50% see full schedule
March 10 (Fri)	MSN, PMC and DNP Admitted Students Day
March 11-19 (Sat-Sun)	Spring Break
April 15 (Sat)	Spring Open House
April 21 (Fri)	Last Day of Spring Semester

SUMMER SEMESTER 2023

Date	Event
May 1 (Mon)	First Day of Summer Semester for PreSpecialty, MN and MSN Specialty Level

Important: Please check your specialty class schedule for specific information on start dates for required classes

May 11 (Thurs)	May Pinning Ceremony and Reception
May 12 (Fri)	Commencement
May 15-18 (Mon-Thurs)	DNP Intensive
May 15-19 (Mon-Fri)	PhD Intensive (date subject to change)
May 29 (Mon)	Memorial Day Holiday – No VUSN Classes
June 9 (Fri)	Last day to withdraw with a “W” (Please see https://www.vanderbilt.edu/stuaccts/graduate/withdrawal-schedule.php for tuition refund schedule)
July 4 (Tue)	Independence Day Holiday – No VUSN Classes
August 4 (Fri)	Last Day of Summer Semester
August 6 (Sun)	August Pinning Ceremony

*Location (virtual vs. on campus) to be determined

About the School

ACCREDITATION

**The SACSCOC section was revised on January 10, 2023.*

Commission on Collegiate Nursing Education

The master's, post-master's certificate and Doctor of Nursing Practice programs at Vanderbilt University School of Nursing are accredited by the Commission on Collegiate Nursing Education (CCNE).

Commission on Collegiate Nursing Education

655 K Street NW, Suite 750
 Washington, DC 20001
 Phone: 202.887.6791
 Website: <https://www.aacnnursing.org/CCNE>

Vanderbilt School of Nursing was a charter member of the Association of Collegiate Schools of Nursing, which later was incorporated into the National League for Nursing (NLN).

Midwifery Programs

The nurse-midwifery program is accredited by the Accreditation Commission for Midwifery Education (ACME).

Accreditation Commission for Midwifery Education (ACME)

c/o American College of Nurse-Midwives

8403 Colesville Rd., Ste. 1230

Silver Spring, MD 20910

Phone: 240.485.1800

Website: <https://www.midwife.org/acme>

***Southern Association of Colleges and Schools Commission on Colleges**

Vanderbilt University is accredited by the **Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)** to award bachelor's, master's, professional, and doctoral degrees.

Questions about the accreditation of Vanderbilt University may be directed in writing to the **Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).**

Tennessee Board of Nursing

The Masters for Initial Licensure and the Masters Nursing Program are fully approved by the Tennessee Board of Nursing.

State of Tennessee Department of Health Bureau of Health Licensure and Regulation Division of Health-Related Boards

665 Mainstream Drive, 2nd Floor

Nashville, TN 37243

Phone: 615.532.5166

Website: <http://tn.gov/health>

U.S. Department of Education

Contact the U.S. Department of Education at:

400 Maryland Avenue, SW

Washington, D.C. 20202

Phone: 1.800.872.5327

Website: <https://www.ed.gov/>

EQUITY, DIVERSITY, AND INCLUSION

Equity, diversity, and inclusion are integral components of Vanderbilt University School of Nursing's purpose to promote excellence and innovation in education, practice, and research. The overarching goal of the VUSN diversity and inclusion strategic plan is "to transform diversity and inclusion within VUSN by enhancing the cultural climate across academics, faculty practice, research, and informatics among faculty, staff, and students." VUSN's diversity and inclusivity statement reflects the school's commitment to equity, diversity, and inclusion.

VUSN Diversity, Inclusion, and Anti-racism Statement

At Vanderbilt University School of Nursing (VUSN), we are intentional about and assume accountability for fostering advancement and respect for equity, diversity, and inclusion for all students, faculty, and staff. We support our efforts with respect for the inherent dignity, worth, and unique attributes of every person. To bring to life our vision of inclusive excellence, we seek to recruit, admit, hire, retain, promote, and support diverse and underrepresented groups of students, staff, and faculty. We value social justice and human rights. We embrace the plurality of humanity that composes our community including, but not limited to, age, race, ethnic origin, gender identity, sexual orientation, and religion. We reject racism of any kind, be it systemic, institutional, or individual. We acknowledge the painful histories related to racism even within the nursing discipline, including education, practice, and research. We pledge to not let an unjust past continue to determine the future. We will enact practices which promote anti-racism and social justice across all entities within VUSN. We affirm the inherent worth of each individual in order to protect, promote, and optimize the health and abilities of all people. As educators of advanced practice nurses, nurse scholars, nurse leaders, and nurse faculty, we accept the responsibility to foster and graduate highly educated, culturally sensitive health care professionals who mirror the diverse populations they serve.

HISTORY

The Vanderbilt University School of Nursing opened in 1908, offering a three-year diploma program in nursing. The first Bachelor of Science degree was awarded in 1936, and the first master's degree in nursing in 1958. The School of Nursing was one of the nation's first nursing programs to incorporate nursing into a liberal arts degree. Having phased out its undergraduate degree program in 1989, the School offers a curriculum that enables PreSpecialty students (those from diverse backgrounds and with bachelor degrees) to move into the master's level of study and prepare for careers in advanced practice nursing. The inaugural cohort for the school's new entry into nursing generalist program, Master of Nursing, will matriculate in January 2023. This professional degree will result in a registered nurse prepared to meet the complex community and acute health needs. "[U.S. News and World Report](#)" (2023) ranked the Vanderbilt School of Nursing #8 for its master's program and #7 for its DNP program in the Best Nursing Schools in the country. (Website: <https://www.usnews.com/best-graduate-schools/top-nursing-schools/vanderbilt-university-33271>)

MISSION STATEMENT

The mission of Vanderbilt University School of Nursing is to lead in education, evidence-based practice, scholarship, and research in order to provide optimal health care to diverse communities through innovation, inclusion, and compassion.

SKILLS AND SIMULATION LAB

The Skills and Simulation Lab is located on the 3rd Floor of the School of Nursing building. VUSN houses a center for achieving and advancing skills in nursing science in a student-forward environment. From the acquisition of tactical skills to the application of progressing clinical reasoning, students are able to explore in a setting that is safe to grow and develop their nursing foundations. This space allows for students to be exposed to a variety of challenges in current healthcare settings through high-fidelity simulation and augmented or virtual reality environments. Students have the opportunity to test clinical reasoning and tactile skills that may not be experienced during their intensive training. From foundation refinement to specialty-specific competency building, the lab is a robust learning environment.

Opened in January 2019, the space consists of 13 bays equipped with the latest technology in simulation capture, advanced manikin simulators, and a variety of skill task trainers. Scenarios are brought to life by faculty working behind the scenes in “control rooms” who manage the variables consistent with diagnostic patterns for the application of knowledge, reasoning and skills. Each simulation session has three primary parts: pre-brief, scenario, and debrief. During pre-brief, students are prepped with learning objectives, scenario back story, and general participant expectations. With the help of suspended disbelief, the scenario and environment allow for the students to care for a person in the clinical setting. The scenario may be recorded or streamed to students in classrooms for observation. At the end of the scenario, participants gather for a debriefing of the event. This allows for student-led deeper learning, discussion and reflection.

Simulation is a team sport, as is healthcare. The current simulation team consists of simulation nurses, informatics innovation researcher, simulation nurse informaticist, and a lab director. The team is guided by the standards set forth by the International Nursing Association for Clinical Simulation and Learning and the Society for Simulation in Healthcare. The team is dedicated to advancing the mission, vision, and values of the school and its students.

Academic Support

ACADEMIC SUPPORT SERVICE FOR STUDENTS

SECTION UPDATED 10/07/2022

Senior Associate Dean for Academics



Mavis Schorn, PhD, APRN, CNM, CNE, FACNM, FNAP, FAAN, is available to assist students who have special curriculum needs or those who are experiencing academic difficulty. Prior to scheduling an appointment with the Senior Associate Dean, students are encouraged to attempt to resolve the issue through consultation with their assigned faculty advisers.

Responsibilities of the Senior Associate Dean for Academic Affairs include:

1. Notification to students of academic actions – probation, dismissals
2. Approval of Leaves of Absence
3. Planning of course schedules each semester
4. Responsibility for catalog submission
5. Serving as a resource to students and faculty in academic matters

Office Location: 278 School of Nursing

Email: mavis.schorn@vanderbilt.edu

Administrative Associate: Carolyn Schettler, Senior Administrative Officer (SON 277)

Appointments with Dr. Schorn can be scheduled by contacting Carolyn Schettler at 615.343.3241 or carolyn.schettler@vanderbilt.edu.

Senior Associate Dean for Informatics



Patricia Sengstack, DNP, RN-BC, CPHIMS, FAAN, is responsible for technology integration throughout the academic, practice, and research settings. The staff from the Frist Nursing Informatics Center will work with students on a daily basis to address their technology needs.

Office Location: 260 Frist Hall

Email: patricia.r.sengstack@vanderbilt.edu

Administrative Associate: Christy Carrigg, FNIC Program Manager (FH 258)

Appointments with Dr. Sengstack can be scheduled by contacting Christy Carrigg at 615.322.4110 or christy.carrigg@vanderbilt.edu.

Assistant Dean for Academics and Associate Dean for Equity, Diversity, and Inclusion



Rolanda Johnson, PhD, MSN, RN, assists with academic planning, program review, development, and implementation of VUSN policies relative to academic affairs. She also assists students who have special curriculum needs or those who are experiencing academic difficulty. As Associate Dean for Equity, Diversity, and Inclusion, Dr. Johnson is responsible for the oversight of diversity and inclusion initiatives within VUSN. These include but are not limited to the evaluation of the learning environment and collaboration with the admissions office to continue to promote a more diverse and inclusive VUSN community.

Office Location: 275 School of Nursing

Email: rolanda.johnson@vanderbilt.edu

Administrative Associate: Beth Sims, Administrative Coordinator (SON 276)

Appointments with Dr. Johnson can be scheduled by contacting Beth Sims at 615.322.2515 or beth.sims@vanderbilt.edu.

Assistant Dean for Academics, Advanced Nursing Practice



Brian Widmar, PhD, RN, ACNP-BC, CCRN, CNE, FAANP, FCCM assists with academic planning, program review, development, and implementation of VUSN policies relative to advanced practice nursing education. He also assists students who have special curriculum needs or those who are experiencing academic difficulty.

Office Location: 310 Godchaux Hall

Email: brian.widmar@vanderbilt.edu

Phone: 615.875.8799

Administrative Associate: Keith Wade, Program Manager (GH 304)

Appointments with Dr. Widmar can be scheduled by contacting Keith Wade at 615.322.7398 or keith.wade@vanderbilt.edu.

Assistant Dean for Academics, Generalist Nursing Practice



Mary A. Jessee, PhD, RN, assists with academic planning, program review, development, and implementation of VUSN policies relative to generalist nursing education. She also assists students who have special curriculum needs or those who are experiencing academic difficulty.

Office Location: 544 School of Nursing

Email: mary.a.jessee@vanderbilt.edu

Phone: 615.343.1629

Administrative Associate: Mia Wells, Program Manager (SON 542)

Appointments with Dr. Jessee can be scheduled by contacting Mia Wells at 615.343.6745 or mia.s.wells@vanderbilt.edu.

Assistant Dean for Academics, Doctoral Nursing Practice



Terri L. Allison, DNP, ACNP-BC, FAANP, assists with academic planning, program review, development, and implementation of VUSN policies relative to nursing practice doctorate education. She also assists students who have special curriculum needs or those who are experiencing academic difficulty.

Office Location: 223 Godchaux Hall

Email: terri.allison@vanderbilt.edu

Phone: 615.343.7732

Administrative Associate: Pam Pettis, Program Manager (GH 223)

Appointments with Dr. Allison can be scheduled by contacting Pam Pettis at 615.343.8419 or pam.pettis@vanderbilt.edu.

Responsibilities of the Assistant Deans for Academics include:

1. Long-range academic planning, program review, development and implementation of academic policies.
2. Monitor academic progression of students and assist with academic coaching.
3. Collaboration with the VUSN Diversity and Inclusion Committee regarding VUSN diversity initiatives and activities for faculty, staff, and students.
4. Development and oversight of the VUSN diversity and inclusion strategic plan.
5. Foster alignment of VUSN diversity and inclusion goals with those of Vanderbilt University.

Assistant Dean for Student Affairs



Feylyn M. Lewis, PhD, serves as a resource to students concerning nonacademic matters. She is available to assist students with a variety of activities and issues related to their student experience. Dr. Lewis serves as a resource to refer students to appropriate services available on the Vanderbilt Campus. The Assistant Dean for Student Affairs also serves as the adviser to the Graduate Nursing Council and all other student organizations.

Responsibilities of the Assistant Dean for Student Affairs include:

1. Advising students concerning nonacademic matters
2. Referring students to appropriate campus resources (University Counseling Center, Student Health, Equal Opportunity, Affirmative Action, and Disability Services Department, Faculty Adviser, Course Faculty, Academic Dean)
3. Serving as Adviser to School of Nursing Student Organizations
4. Coordinating programs and special events for students

Office Location: 179 School of Nursing

Email: feylyn.m.lewis@vanderbilt.edu

Phone: 615.343.3334 (You may leave a message by voicemail 24 hours a day.)

Administrative Associate: Allie Nootte, Associate Program Manager (SON 175)

Appointments with Dr. Lewis can be scheduled by contacting Allie Nootte at 615.322.2814 or allie.nootte@vanderbilt.edu.

Associate Dean for Strategic Enrollment



Ernie Rushing, PhD, MBA, assists with the recruitment planning and oversight of VUSN admissions and financial aid, and serves as a liaison between the School of Nursing and the University Registrar's Office.

Responsibilities of Recruitment include:

1. Identifying prospective students
2. Overseeing the recruitment process from initial inquiry to enrollment

Office Location: 176 School of Nursing

Email: ernie.rushing@vanderbilt.edu

Appointments with Dr. Rushing can be scheduled by contacting him at 615.322.3800 or ernie.rushing@vanderbilt.edu.

Academic Coaching Services



Rolanda Johnson, PhD, MSN, RN, serves as additional faculty resources for students who need supplemental academic support. Dr. Johnson is available to provide assistance with study, test taking, and writing skills. Students who experience academic difficulty should contact the course faculty and Dr. Johnson as soon as possible to initiate a plan for improvement. Please visit our Web site for additional information: <https://nursing.vanderbilt.edu/students/current/enhancement/index.php>.

Office Location: 275 School of Nursing

Email: rolanda.johnson@vanderbilt.edu

Administrative Associate: Beth Sims, Administrative Coordinator (SON 276)

Appointments with Dr. Johnson can be scheduled by contacting Beth Sims at 615.322.2515 or beth.sims@vanderbilt.edu.

Faculty Advisers

Advising is an integral part of the student experience at Vanderbilt. Far from being a passive exercise, advising is a collaborative process in which students are expected to assume primary responsibility for their academic planning while advisers provide expertise and support with the planning effort.

Each student will be assigned a faculty adviser who will assist with planning a program of study and will serve as a resource to students for academic matters, such as advice concerning any difficulty with courses, testing, or paper writing. The adviser should be contacted when the student is experiencing problems in maintaining an acceptable GPA. The Senior Associate Dean for Academics serves as adviser to special students.

Advisers' roles include:

1. Planning program of study with assigned students
2. Assuring that students meet graduation requirements
3. Serving as a resource to students for problem-solving related to academic progress such as difficulties with testing, paper writing, or clinical decision-making
4. Initiating meetings to discuss a student's plan for success if the student receives a mid-term deficiency or is placed on probation
5. Making recommendations to the Senior Associate Dean for Academics if a student needs a leave of absence or wishes to withdraw
6. Referring students to campus resources, such as: Academic Coaching Services, Equal Opportunity, Affirmative Action, and Disability Services Department, Counseling Center, Student Health Services, Senior Associate Dean for Academics

Assistant University Registrar and Director of Nursing Student Records, Office of Enrollment Services



Sara Donahoe, M. Ed, serves as the primary enrollment officer for the school. She is the primary point of contact for issues related to student academic records and registration and coordinates the change in specialty process. You should contact her if you discover any errors or irregularities with the academic record you see in YES (<http://yes.vanderbilt.edu>), including your major, expected graduation term, degree audit, or adviser. She also serves as a liaison between the School of Nursing and the

University Registrar's Office. Please visit our web site for more information: <https://nursing.vanderbilt.edu/students/current/enrollment/>. Enrollment related approval forms are available online at https://nursing.vanderbilt.edu/students/current/enrollment/student_forms.php

Office Location: 173 School of Nursing

Email: sara.a.donahoe@vanderbilt.edu or vusn-studentrecords@vanderbilt.edu

Appointments with Ms. Donahoe can be scheduled by calling 615.343.3411 or by e-mail.

Program Coordinator Nursing Student Records, Office of Enrollment Services



Terry Walker serves as the assistant to the Assistant University Registrar and Director of Nursing Student Records, Sara Donahoe. She is available to assist with issues related to education/enrollment verification forms and letters, transcripts, document notarization, and any enrollment issues.

Responsibilities of the Enrollment Services Office include:

1. Responsible for maintaining student academic records (Grades, Leaves of Absence, Withdrawals)
2. Notifying students regarding registration procedures and deadlines
3. Verifying student enrollment and graduation
4. Notarizing documents
5. Notifying course faculty and advisers of change in student status
6. Entering course schedule into student record system

Office Location: 172 School of Nursing

Email: terry.walker@vanderbilt.edu or vusn-studentrecords@vanderbilt.edu

You may contact Ms. Walker by calling 615.875.1118 or by email.

Director of Student Financial Services



Kristie Smith, M. Ed, is available to assist students who need to discuss financial aid opportunities. She is the point of contact for issues related to the cost for the program, sources of funding, student loan processing, and general financial aid questions.

Office Location: 180 School of Nursing

Email: k.smith1@vanderbilt.edu

Appointments with Ms. Smith can be scheduled by calling 615.322.8986 or by e-mail.

CLINICAL PLACEMENT

Assistant Dean for Clinical Placement



Melissa Carro and the Clinical Placement staff work with faculty to support students in securing appropriate clinical rotations during their time at VUSN. The staff are also responsible for negotiating affiliation agreements between agencies and Vanderbilt and ensuring students have met all the necessary requirements before beginning their rotations. More information about Clinical Placement is available at <https://nursing.vanderbilt.edu/clinicalplacement/index.php>.

Office Locations for the Clinical Placement staff: 281-287 School of Nursing

The Clinical Placement Office works collaboratively with faculty, program directors, and students to ensure all students have a productive clinical experience. Faculty evaluate both clinical sites and preceptors to verify that clinical experiences are consistent with course and certification requirements as well as with Vanderbilt's mission. Due to regulatory requirements or a lack of available and appropriate preceptors, VUSN may not be able to accommodate clinical placements in all areas of the country. Please discuss your preferences with your specialty faculty to be sure you understand all possible options.

MN and PreSpecialty (BA/BS in non-nursing field) Year Rotations

During their MN program or PreSpecialty year of the MSN program, students will be placed in group clinical experiences. These group experiences may be in a hospital or community setting in the Greater Middle Tennessee area (MTA). Where an alternate site assignment is possible, such change may result in a delay in clinical progression.

VUSN cannot guarantee students will be able to complete clinical rotations unless all agency requirements are met. Once a clinical placement site assignment is made, students are expected to attend clinical at the assigned site, and where an alternate site assignment is possible such change may result in a delay in clinical progression.

Specialty Year MSN - Placements within the Greater Middle Tennessee Area

For students admitted as MTA (Greater Middle Tennessee Area) students, the Clinical Placement Office works with the specialty faculty to secure clinical sites. Clinical sites located within a 150-mile radius from the School of Nursing are considered to be within this area. As a result, students may have rotations in Kentucky, Alabama, and East or West Tennessee, depending on the appropriateness of the site. Faculty take into consideration a number of factors in assigning students to sites, including home address, specialty needs, and clinical interests.

Given the large number of health profession students in the area and the competition for sites, agencies and providers have asked that a school representative coordinate all Greater Middle Tennessee area VUSN placements. Therefore, students are not to reach out to local sites to arrange their own placements. If you identify a possible local placement, please contact your specialty director or course coordinator first; they will work with the Clinical Placement office staff to see if a placement is possible.

Specialty Year MSN - Placements outside the Greater Middle Tennessee Area (OMTA)

For students admitted as OMTA (outside the Greater Middle Tennessee Area), students, faculty, and the Clinical Placement staff work collaboratively to locate OMTA sites. Students are encouraged to develop a list of possible sites, as they often have a better knowledge of the area and can use personal networks and connections to identify a potential rotation. Clinical faculty and clinical placement staff will meet regularly with students to evaluate progress in identifying possible clinical sites and to brainstorm potential placements.

Faculty and clinical placement staff can provide guidance on which geographic areas may be easier or more difficult to find sites, based on past experience. To assist in search efforts, the Clinical Placement office can research the geographic area of interest and share information on agencies and practices where VUSN either has an existing relationship or where a previous student has precepted. In addition, the Clinical Placement office coordinates with the VUSN Alumni Relations office to share information on alumni in the area who might be able to assist.

Once the student has secured agreement from a preceptor for a rotation, the student must submit information through the Clinical Placement system, Exxat. This enables the faculty to vet the preceptor in accordance with accreditation requirements, and ensure the potential clinical experience is appropriate and meets both the specialty requirements and the student's educational needs.

Once the faculty has vetted the preceptor, the Clinical Placement office ensures all appropriate agreements are in place and all agency requirements are met before a student may begin their

rotation. Vanderbilt requires an affiliation agreement (contract) with all sites where a student will obtain experience. This includes the practice site as well as any ancillary sites, such as hospitals, surgery centers, and nursing homes. A student may not go with the preceptor to a site where the school does not have an active affiliation agreement. Even when Vanderbilt has an agreement with the site, the Clinical Placement office must confirm it is still valid.

Students are strongly encouraged to plan ahead. Given the competition for clinical placements in some parts of the country, securing a preceptor and negotiating and finalizing the necessary agreements can take several months, or more. In rare cases, Vanderbilt is unable to come to an agreement with an agency, or a particular area may not have an appropriate site or preceptor available; the Clinical Placement staff communicates on a regular basis with the faculty to allow sufficient time for a student to secure another placement, if necessary.

Faculty must approve any secondary sites for the student's clinical experience to ensure that the sites are necessary or appropriate to the student's clinical objectives. VUSN limits the number of sites and contracts per student. Due to the large number of placements each term, faculty review requests for rotations for a minimal number of hours (typically less than 80) on a case-by-case basis. If approved, the Clinical Placement team will then begin the contract process.

Clinical Requirements

All requirements for enrollment must be completed and on file at the time of enrollment and must be kept current during the entire program of study. Clinical preceptors and/or agencies may require drug screening, fingerprinting, additional criminal background checks, or other requirements specific to that site. The Clinical Placement office will notify students of any additional requirements associated with their rotation. Costs associated with these processes are the responsibility of the student.

VUSN cannot guarantee students will be able to complete clinical rotations unless all agency requirements are met. Once a clinical placement site assignment is made, students are expected to attend clinical at the assigned site. VUSN is under no obligation to honor a student's request for an alternate site, and where an alternate site assignment is possible, such change may result in a delay in clinical progression.

Students may not begin their clinical rotations until they have met all the site requirements and have received confirmation from their faculty and the Clinical Placement office that they are cleared to start.

Clinicals at the specialty level of the MSN program require an active and unencumbered RN license, valid for the state in which the student is doing the rotation. Depending on the clinical placement location, students may be required to obtain additional state licenses. Due to regulatory requirements or a lack of available preceptors, VUSN cannot accommodate clinical placements in all areas of the country.

COVID-19 as a Clinical Requirement

The overwhelming majority of clinical placement sites require either documentation of a completed series of COVID-19 vaccinations or (in some cases) an approved exemption before allowing students to rotate at their facilities. Students are strongly encouraged to have the COVID-19 vaccine in anticipation of this requirement. VUSN will not assign clinical placement sites based on an individual student's preference about COVID-19 vaccination, and VUSN will not reassign a student to a different site because of a student's preference about COVID-19 vaccination.

Transportation and Lodging

Students are responsible for their lodging and transportation to and from all clinical facilities. Practice sites are chosen for their ability to provide experiences consistent with the program requirements, the school's mission, and individual student objectives. MSN and PMC students admitted for MTA clinical placement should be prepared to travel up to 150 miles one-way from the nursing school.

COMPUTING SERVICES

Computing-Related Information

Audiovisual Viewing and Additional Interactive Learning Tools

CD/DVD players are located in the VUSN computer lab. We request that you bring your own headphones, if you are going to use any audio resources within the Lab. Please always use headphones when viewing videos if others are in the room or in adjacent rooms. You may bring your headphones, if desired. From the lab, students enrolled in VUSN courses may watch class lectures streamed on the Web in the lab; however, course coordinators determine access policies for these resources.

Brightspace

Brightspace is a Web-based course management system used at Vanderbilt University. It allows students to access course-related materials, such as course syllabi, assignments, handouts, slide presentations and lectures, via the Internet. Brightspace can be accessed from <https://brightspace.vanderbilt.edu/d2l/home> or via Quick Links to Brightspace on all VUSN Web pages. Use your VUNetID to access this system.

VUSN Testing Lab

The VUSN testing lab is located in Room 240A Frist Hall. It contains eight computers that are dedicated to Web-based testing. This lab is closely supervised and should remain quiet at all times. The Vanderbilt University honor code is strictly observed in VUSN computer labs.

Media Resource Library

VUSN instructional resources, and some printed materials, are maintained in the resource library in room 240C Frist Hall. A catalog of instructional software (https://vusn.vanderbilt.edu/cffiles/imc_data/catalog/search1.cfm) can be accessed via VUSN's Current Students Web page.

For the benefit of all, limited resources may not be removed from VUSN facilities (i.e., Frist Hall, Godchaux Hall, School of Nursing and the Annex). Some videos may be taken to players in the computer labs or other viewing areas for specific time periods upon deposit of the borrowing student's student ID or signature. Unless otherwise noted, programs on CD/DVD may be used only on lab computers. Policies governing the use of software resources left temporarily in the care of VUSN IT may vary due to express faculty guidelines. Students may not install software on lab computers.

V-mail Access and Help

V-mail Outlook Web Access <https://outlook.live.com/owa/> is the e-mail system used by the School of Nursing students. Use your Vanderbilt email address for access. You may contact VUSNIT.Support@vanderbilt.edu for support.

VUnetID

Your VUnetID identifies you as a member of the Vanderbilt community, allowing you to access services on the Vanderbilt University computer network (VUnet). You may also be granted a VUMC VUnetID if you have clinical rotations in the Vanderbilt University Medical Center. It will be a different VUnetID and E-Password which is not used for academic work. The following essential services require a VUnetID and associated password:

- V-mail - the University's e-mail system
- Brightspace - the Web-based course management system that allows instructors to post course-related information for students online in a secure environment
- YES (Your Enrollment Services) - single login for student services
- VU network and Internet access
- VUSN computer-lab printer card readers that allow user specified printing via VUnetID and password or Commodore card swipe

All enrolled students will be assigned a VUnetID. Students obtain and manage their VUnetIDs via a process outlined at https://nursing.vanderbilt.edu/tools/email_vunetid.php#vunetid. Students keep their VUnetIDs for as long as they are affiliated with Vanderbilt University. (VUnetID account holders should never share their VUnetID passwords with anyone else.) If you receive a VUMC VUnetID, it expires on a yearly basis and if needed will have to be extended for each additional required year with a request from the student.

VUSN Technology Overview Page

The Technology Overview Web page <http://www.nursing.vanderbilt.edu/tools/techinfo.html> has links to a number of important resources for students. From there you will be able to access

the Tech Knowledge Base (<https://nursing.vanderbilt.edu/knowledge-base/>) , where you will find information about configuring your computer and setting up necessary accounts.

Wireless Internet at VUSN

Your laptops, tablets, and phones can wirelessly connect to the Internet anywhere within the VUSN complex. Students who use the VU wireless systems will be responsible for installing critical software patches on all of their wireless devices.

Vanderbilt University is part of eduroam, a global Wi-Fi service enabling VU students to obtain secure and fast internet connectivity while on Vanderbilt campus as well as other participating institutions using your VUNetID and epassword. For more information, please visit <http://wifi.vanderbilt.edu/>.

Please remember that these are university resources for university-related activities. Please refrain from using wireless resources for downloading large personal files, because such activity will limit availability to others, or for transfer of patient information, for security reasons.

VUSN Information Technology Resources

Student Computer Lab – 240 Frist Hall

Hours: Monday-Thursday 7:00 a.m. – 8:00 p.m.
Friday 7:00 a.m. – 6:00 p.m.
Saturday-Sunday 1:00 p.m. – 5:00 p.m.

Due to COVID-19, holidays, and occasional classes scheduled to meet in the lab, exceptions to the regular schedule may occur. Notice of such changes will be posted in the lab and published on the VUSN Web site at <https://nursing.vanderbilt.edu/informatics/pdf/computerlabschedule.pdf>.

Staff

Antonio Allen	Lan Technician	615.343.2724
Christy Carrigg	Nursing Informatics Program Manager	615.322.4110
Olivia Dorris	Tech Support Specialist	615.875.5634
Mazo Freeman	Program Coordinator	615.343.3950
Tim Groves	Manager, FNIC Support Services	615.875.9069
Scot Loerch	Sr. LAN Manager	615.343.5623 or 615.491.2547

John Norfleet	Computer Systems Analyst II	615.343.3400 or 615.600.9983
Lily Saadoun	Computer Systems Analyst II	615.875.9673

The VUSN student computer lab is equipped with 27 Dell Precision 3420 workstations, two multi-function printer/scanner/copiers, and two additional stand-alone scanners. Use of VUSN labs is restricted to VUSN students, staff, and faculty. Word processing has the lowest priority in all VUSN computer labs; online testing has the highest priority. Laser printing of school-related materials may be purchased on a Commodore Card for six (6) cents a page in black and white, twenty-five (25) cents per page for color. (As a courtesy to fellow students, when the computer labs are busy, please limit printing to no more prints than are immediately necessary. Graphics-intensive files can cause long delays at the shared printers.)

Each Dell computer in the lab has an Intel i7-7700 3.6GHz processor, 8 GB RAM, a 1TB hard drive, a 24" ViewSonic flat panel monitor, a 16X DVD-RW Drive, USB access for a personal thumb drive, and Windows 10 Enterprise. Each also has the latest version of Microsoft Office (Access, Excel, PowerPoint and Word) installed. All lab PCs are on the VUSN network and are connected to two multi-function (with duplexing option) devices. The computers can access resources in the Medical Center and university libraries. All computers on the network have direct access to VUnet services (Vanderbilt University's central computing services) and full Internet connectivity.

The Frist Hall labs in 240 and 240C contain an HP color scanner with a multi-page feeder and text-scanning software. Assistance from VUSN IT personnel regarding the use of lab hardware and software is available. Workshops on the use of specific instructional software may become available from time to time. Watch for notices in the labs and in e-mail messages from VUSN IT.

Remote Proctor

Remote Proctor from Software Secure Inc. (<https://www.psonline.com/>) is an online exam proctoring technology that enables online and distance learning students to take proctored exams from the comfort and convenience of their own home or office.

The process identifies a student and records video and audio and screen capture throughout the student's exam, which is simultaneously communicated to SSI's restricted-access secure servers. The video, audio, and screen capture are used for the purpose of ensuring academic integrity during the testing process. The purpose of this technology is to better comply with evolving accreditation standards. The remote proctor policy can be accessed at <https://nursing.vanderbilt.edu/knowledge-base/knowledgebase/remote-proctor-testing-policy/>. Each student is responsible for reading and following this policy during examinations and reviews.

Resources for Distance-Access Students

Some students are enrolled in courses that do not require all class content to be delivered in a face-to-face traditional classroom environment. Instead, the content is delivered in a modified learning format via the following: (1) courses offered in concentrated blocks of time on campus (approximately 5 days around a weekend, three times per semester), (2) online conferencing, and (3) digital video and distributed learning methods that allow for continued faculty contact between sessions. In addition, clinical placement may be arranged outside the Middle Tennessee area, provided a suitable agency and preceptor are available.

Distance-access students use the same type of student accounts as mentioned previously. The primary difference is that instead of attending a class session in a traditional classroom environment, these students view class presentations via digital video delivered via the Internet. This viewing can take place as the session is being taught (called synchronous delivery) or via audio or video files that are captured for later use (called asynchronous delivery). These files are typically large and require faster Internet connections for smooth delivery. We require all students to have high-speed Internet access, such as the services offered by cable companies (Comcast, Charter, Time-Warner, etc.), DSL service provided by your phone company, or U-verse service offered by AT&T. Satellite (HughesNet) or 3G, 4G & 5G cell systems (Verizon Wireless, Sprint/Nextel, ATT, Cricket, etc.) connectivity are not supported. These faster speeds are therefore needed for those students who want to view synchronous class materials. For reference purposes, video is archived and may be available via streaming in the media library only.

Requirements for Student Home Computer and Other Resources:

1. Either a Windows or Mac computer
 - 1.1 Windows Computer (minimum requirements)
 - A. Processor of i5 or better
 - B. 8GB RAM or better, 250 GB hard drive or better
 - C. A sound card and speakers
 - D. 65,000-color video display card set to display at least 1024x768 or higher
 - E. An Ethernet card (built-in, wireless capability is also recommended)
 - F. Windows 10 or better
 - G. Microsoft Office (the latest version) (may be obtained FOR FREE from the Vanderbilt Software Store. <https://it.vanderbilt.edu/software-store/>)
 - H. Webcam and microphone
 - 1.2 Apple (minimum requirements)
 - A. Processor of i5 or better (Turbo m3 not recommended)
 - B. 8GB RAM or better
 - C. 256 GB hard drive or better (128GB not recommended)
 - D. OS Sierra (10.14 or better)
 - E. Webcam and microphone
 - 1.3 Google Chromebooks and tablets such as iPads are not supported as a primary computer due to the requirements of the testing software.
2. Cable or DSL Internet service required (3G or 4G cellular cards, and satellite connections are not supported)
3. Shareware/free software:

- A. Google Chrome (primary browser), Firefox or Safari (latest versions are best, check <http://www.nursing.vanderbilt.edu/tools/techtools.html> for updates)
- B. Adobe Acrobat Reader (current version)
<http://www.adobe.com/prodindex/acrobat/readstep.html>
- C. Zoom Pro
<https://vanderbilt.zoom.us/>
- D. Other resources:
 - a. **Critical:** See our Program Technology Requirements Web page (<http://www.nursing.vanderbilt.edu/tools/tehtable.html>)***
 - b. Personal USB drive (thumb drive) for moving files from computer to computer (optional)
 - c. A printer (optional)

VUSN LOCATION OF ADMINISTRATIVE OFFICES

Dean of the School of Nursing	Pamela Jeffries	112 Godchaux
Senior Associate Dean for Academics	Mavis Schorn	278 School of Nursing
Senior Associate Dean for Research, Postdoctoral Fellowship Director	Mariann Piano	415 Godchaux Hall
Senior Associate Dean for Informatics	Patricia Sengstack	260 Frist Hall
Senior Associate Dean for Administration and Operations	Becky Keck	105 Godchaux Hall
Associate Dean for Equity, Diversity, and Inclusion	Rolanda Johnson	275 School of Nursing
Assistant Dean for Academics, Advanced Nursing Practice	Brian Widmar	310 Godchaux Hall
Assistant Dean for Academics, Generalist Nursing Practice	Mary Jessee	544 School of Nursing
Assistant Dean for Academics, Doctoral Nursing Practice	Terri Allison	224 Godchaux Hall
Assistant Dean for Student Affairs	Feylyn Lewis	179 School of Nursing
Associate Dean for Strategic Enrollment	Ernie Rushing	176 School of Nursing
Associate Dean for Clinical and Community Partnerships	April Kapu	214 Godchaux Hall

Assistant Dean of Clinical Placement	Melissa Carro	282 School of Nursing
Director of PhD Program	Mariann Piano (Interim Director)	525 Godchaux Hall
Director of Student Financial Services	Kristie Smith	180 School of Nursing
Assistant University Registrar & Director of Nursing Student Records in the Office of Enrollment Services	Sara Donahoe	173 School of Nursing

General Information for All Nursing Students

SECTION UPDATED 10/07/2022

CHANGE OF ADDRESS AND TELEPHONE NUMBER

It is a student’s responsibility to keep address and other directory information current. Enrolled students may report address changes, emergency contact information, and missing person contact information via the Web by logging into YES (Your Enrollment Services) <https://yes.vanderbilt.edu> and clicking on the Address Change link.

Students who are on a Leave of Absence and degree candidates returning for Commencement activities should keep the Assistant University Registrar and Director of Nursing Student Records, Sara Donahoe, informed of the current mailing address and telephone number.

COMMUNICATING WITH THE SCHOOL OF NURSING

Contacting a member of the faculty

VUSN promotes a culture of mutual respect, including professional and timely communication. Students are expected to check email and Brightspace announcements regularly, and may expect timely communication and feedback from VUSN faculty. Students who have course-related questions should contact course faculty via email. Emails will be returned during regular business hours, and students are encouraged to follow up with faculty if a response is not received within two business days. Under most circumstances, grades and feedback on assignments will be returned within 2 weeks of the due date. If these guidelines cannot be met, faculty will communicate an alternate plan with the student.

Students are encouraged to stay in close contact with their faculty advisers and individual faculty. The faculty are available to help with concerns relating to course content, examinations, and writing assignments. Faculty are eager to be of assistance to students but are also involved in teaching, research and practice. Therefore, it is important that students make an appointment to see a faculty member. We suggest that e-mail or voice mail is used to arrange a time to see a faculty member. Unless it is an emergency, faculty will typically respond to messages within two business days.

Emergency Phone Calls

Please remember to give families, day cares, and babysitters your schedule each semester so that they will know where you are each day and a phone number where you can be reached. If there is an emergency and a family member tries to call you by calling the School of Nursing receptionist, she will have to make several internal calls to find out your schedule and determine whether you are in class or in clinical. She will then have to make several more calls to reach you at your clinical site. All these calls can take time which is not advisable in an emergency. It is of utmost importance that you be diligent in informing caregivers where you are each day of the week.

Faculty/Staff Mailboxes

Mailboxes for faculty and staff are in the mailroom directly across from the elevator on the first floor of the School of Nursing building in room 182.

Official University Communications

Certain federal statutes require that information be delivered to each student. Vanderbilt delivers much of this information via e-mail. Official electronic notifications, including those required by statutes, those required by University policy, and instructions from University officials, will be sent to students' Vanderbilt e-mail addresses: (user.name@vanderbilt.edu). Students are required to be familiar with the contents of official University notifications, and to respond to instructions and other official correspondence requiring a response. Some messages will include links to the YES Communications Tool, which is a secure channel for official communication of a confidential nature.

The University makes every effort to avoid inundating students with nonessential e-mail (often called "spam") and maintains separate lists from which students may unsubscribe for announcements of general interest.

Students will most easily reach faculty and staff by e-mail. E-mails will be returned during regular business hours, and students are encouraged to follow up with faculty if a response is not received within two business days.

Voice Mail

Most faculty and staff are on the Vanderbilt Voice Mail System. If the person you are trying to contact does not answer the phone after five rings, the voice mail system will automatically pick up your call, and you can leave a message 24 hours a day.

CONTINUING STUDENT REQUIREMENTS

Disclosure of offenses post-background check completion:

Current full and part-time, MN, MSN, Post-Master's Certificate, and DNP students are required to immediately report to their academic director and the Senior Associate Dean for Academics any arrest, criminal charge, or conviction occurring after their background check has been completed. Required disclosure also includes but is not limited to allegations, investigations, and/or disciplinary action from any licensing board or agency included under the Nationwide Health Care Fraud and Abuse scan; Office of Inspector General (OIG), General Services Administration (GSA), FDA Debarment Check, Office of Regulatory Affairs (ORA), Office of Research Integrity (ORI), and Medicare and Medicaid Sanctions.

Background Check Required for Readmission:

Students returning from a break in enrollment must complete a new background check prior to registration. Instructions to complete a new background check are provided on the Current MN/MSN/Post Master's Certificate/DNP Student Requirements webpage: <https://nursing.vanderbilt.edu/clinicalplacement/currentstudents.php>.

A new background check is not required for students returning from a VUSN approved deferment or LOA. However, returning students must submit up-to-date documentation to their VUSN compliance portal requirements prior to registration.

Maintaining Health Insurance, TB Testing, Annual Flu Vaccination, Training, Licensing, and Certification Requirements:

While enrolled, continuing full and part-time MN, MSN, Post-Master's Certificate, and DNP students are required to update the following date-dependent documentation in their VUSN compliance portal before the requirement's due/renewal date. The student may be required to pay a fee to maintain their VUSN compliance portal.

Please note: Students who fail to maintain their VUSN compliance portal requirements with up-to-date documentation will not be allowed to begin/continue clinical course work and/or register for additional courses.

VUSN Requirements to Maintain for Registration:

1. All students are required to be covered by health insurance either through the University's student health insurance plan (SHIP) <https://www.vanderbilt.edu/stuaccts/insurance/health-insurance.php> or by

another policy while enrolled (monthly issued insurance is not acceptable). Clinical sites require students to have health insurance to cover any illness or injury that they may incur during the clinical training experience.

Students who wish to be covered by a personal policy must complete a waiver EACH YEAR to decline the University's student insurance plan (SHIP). To decline SHIP, the student must submit a waiver with proof of coverage at <https://www.vumc.org/student-health/student-health-insurance> by August 15 for the academic year. Students returning from a LOA for spring must complete a waiver by January 1 and summer returns must complete a waiver by June 1. If a waiver is not completed by the appropriate date, the student is automatically billed and enrolled in the University's SHIP.

Students must maintain current documentation of health insurance coverage through their VUSN compliance portal. Documentation of the University's SHIP can be downloaded each academic year, during the first two-weeks of August at: <https://www.vumc.org/student-health/student-health-insurance>. Students who change providers during enrollment must provide current documentation of their coverage by contacting the VUSN Compliance Officer at: lisa.boyer@vanderbilt.edu or call (615) 343-3294.

2. All continuing students are required to submit an annual tuberculin skin test (PPD) or blood test (IGRA= QFT-Plus, QFT-GIT and T-Spot). If the student has been consecutively enrolled and a clear chest x-ray was submitted to the VUSN compliance portal in the year(s) prior, complete the Annual Post-Chest X-ray TB Questionnaire (https://nursing.vanderbilt.edu/clinicalplacement/pdf/tbscreening_questionnaire.pdf), to confirm the absence of symptoms (health care provider signature required).
 - a. If the test is positive, medical evaluation and documentation of a clear chest x-ray (lab report OR physician verification of results) are required. If there is evidence of a positive chest x-ray and/or symptoms of TB, the student must notify their Program Director and follow up with a medical evaluation and if needed, treatment.
3. Current American Heart Association (AHA) Basic Life Support (BLS) CPR certification is required by all entry levels and specialties. BLS provided by the AHA is the only BLS card accepted. Providers other than the AHA cannot be accepted, even if the course "*follows AHA guidelines.*"
4. In addition to the AHA BLS, additional CPR certifications are required by the following specialties: AHA Pediatric Advanced Life Support (PALS) is required by PNP-AC and ENP. AHA Advanced Cardiac Life Support (ACLS) is required by AGACNP and ENP. NNP specialty requires the Neonatal Resuscitation Program (NRP) certification. Advanced Trauma Life Support (ATLS) -or- Trauma Nurse Core Course (TNCC) -or- Advanced Trauma Care for Nurses (ATCN), required by ENP. Other specialties may require additional CPR certifications at specific stages of enrollment.
5. HIPAA and OSHA safety training is required annually by academic year through BrightSpace (VUnetID required). Instructions to complete the online training are available under the requirement's drop-down in the VUSN Compliance portal. Additional training may be required for particular clinical sites.
6. Copy of an unencumbered Registered Nurse's license in the state(s) where you reside/work and will be doing clinical training (if applicable). In addition, DNP students who are an NP, CNM or CRNA are required to submit an unencumbered Advance Practice Registered Nurse (APRN) designation in their state of residence and states of

clinical practice and hold national board certification in their area of specialty as appropriate.

7. Influenza: Annual flu vaccination is required or student must obtain an approved exemption through Vanderbilt University's Student Health Center by submitting a request by October 1st, prior to each flu season at, <https://www.vumc.org/student-health/influenza-vaccinations-students>. Medical provider documentation of a contraindication to the seasonal influenza vaccine is required for exemption approval. (Note: Minor side effects, such as low-grade fever, cold symptoms, or muscle aches, are not considered a medical contraindication to the influenza vaccine.)
8. In addition, students unable to receive an annual flu vaccination must also obtain an approved exemption (per site specifications) prior to placement at each clinical, observation or project site.

About COVID-19

The overwhelming majority of clinical placement sites require either documentation of a completed series of COVID-19 vaccinations or (in some cases) an approved exemption before allowing students to rotate at their facilities. Students are strongly encouraged to have the COVID-19 vaccine in anticipation of this requirement. VUSN will not assign clinical placement sites based on an individual student's preference about COVID-19 vaccination, nor will VUSN reassign a student to a different site because of a student's COVID-19 vaccination preference.

VUSN cannot guarantee students will be able to complete clinical rotations unless all agency requirements are met. You may not begin your clinical rotations until you have met all the site requirements and have received confirmation from your faculty and the Clinical Placement office that you are cleared to start.

Clearing the Continuing Student, VUSN Student Requirements Hold for Registration:

The continuing student must maintain up-to-date documentation through their VUSN compliance portal by submitting the documentation specified under the requirement's drop-down. The readmitted student must have satisfactory completion of a new background check in addition to maintaining up-to-date documentation through their VUSN compliance portal. *The VUSN Student Requirements Hold in Your Enrollment Services (YES)* account is automatically cleared (allow 10-business days) when all requirements applicable to the student's specialty show as 'Approved'/'Complete' in their VUSN compliance portal.

Additional Clinical Site Requirements and Restrictions:

Additional immunizations, titers, TB testing, drug screening, and/or additional background checks may be required by some clinical, observation and project sites. Once enrolled, the student may complete immunizations, titers and TB testing at Student Health (<https://www.vumc.org/student-health/welcome>). A student who plans to use Student Health should call (615) 322-2427 to schedule an appointment. The student should bring a copy of their VU Nursing Immunization and TB Testing form and any required documentation to the appointment. Students are responsible for all charges incurred in order to meet clinical site requirements.

Due to certain restrictions, VUSN is not able to accommodate clinical placements in all locations.

Accidents/Injury/Illnesses:

Students are responsible for the costs of tests, treatment, and follow-up care for any accidents, injury, or illnesses that occur while enrolled as students at VUSN. Students are not entitled to worker's compensation benefits.

NEW STUDENT REQUIREMENTS

Special Students, who are only enrolled in one course and are not seeking a degree from the School of Nursing, are not required to complete a background check or the new student compliance requirements unless they apply and are admitted to VUSN.

Background Check Requirement:

Upon acceptance, all full- and part-time students admitted to a MN, MSN, Post-Master's Certificate or DNP program must complete a background check as part of their VUSN compliance portal requirements. Instructions to complete the VUSN requirements are available under the *New Student Compliance Requirements* section of the VUSN Admitted Student webpage (<https://nursing.vanderbilt.edu/students/admitted/index.php>) by student entry type.

Enrollment is contingent upon satisfactory evaluation of the results of the background check.

Background Check Required for Readmission: Students returning from a break in enrollment must complete a new background check. Instructions to complete a new background check are provided on the **Current MN/MSN/Post Master's Certificate/DNP Student Requirements** webpage: <https://nursing.vanderbilt.edu/clinicalplacement/currentstudents.php>.

A new background check is not required for students returning from a VUSN approved deferment or LOA. However, all returning students must submit up-to-date documentation to their VUSN compliance portal requirements prior to registration.

Disclosure of offenses post-background check completion:

Current full- and part-time MN, MSN, Post-Master's Certificate, and DNP students are required to immediately report to their faculty adviser and the senior associate dean for academics any arrest, criminal charge or conviction occurring after their background checks have been completed. Required disclosure also includes but is not limited to allegations, investigations and/or disciplinary action from any licensing board or Abuse scan: Office of Inspector General (OIG), General Services Administrations (GSA), FDA Debarment Check, Office of Regulatory Affairs (ORA), Office of Research Integrity (ORI), and Medicare and Medicaid Sanctions.

New Student Compliance Requirements:

The State of Tennessee requires certain immunizations for all students (including distance graduate and professional students) prior to registration. The University's *Immunization Hold* on registration is automatically cleared from Your Enrollment Services (YES) account (allow 10-business days) after the student has satisfactorily met the state-mandated requirements through the Student Health Portal.

In addition, all full- and part-time MN, MSN, Post-Master's Certificate, and DNP students are required to meet the VUSN requirements for registration through the VUSN compliance portal. The VUSN Student Requirements Hold on registration is automatically cleared from Your Enrollment Services (YES) account (allow 10-business days) after all requirements applicable to the student's entry type and/or specialty show as 'Approved'/'Complete' in their VUSN compliance portal.

Students should use the process indicated on the VUSN Admitted Student webpage (<https://nursing.vanderbilt.edu/students/admitted/index.php>) under *New Student Compliance Requirements* to meet the state mandated and VUSN student requirements for registration.

Please note: If the new student fails to provide acceptable documentation of requirements, she/he will not be allowed to attend orientation and/or classes.

How to Meet the VUSN New Student Compliance Requirements:

The student must complete all requirements applicable to their entry type and/or specialty in the VUSN compliance portal. Instructions to complete the VUSN immunization, testing and certification requirements are provided on the VUSN Admitted Student webpage (<https://nursing.vanderbilt.edu/students/admitted/index.php>) by entry type. Select the New Student Compliance Requirements drop-down.

Newly admitted students will use the Exxat platform to complete the VUSN background check and submit the immunization, certification and licensing documentation required prior to registration. Exxat provides students, faculty, and staff with one platform to access clinical site information, contractual agreements, clearance requirements and the ability to document clinical hours and proficiencies through all phases of the student's clinical experience. Students must submit the immunizations testing, training, certifications and licensure documentation required for their entry type and/or specialty, as outlined under their Exxat Compliance portal requirements. The documentation submitted to the requirements must be approved prior to registration. (July 1 for fall and December 1 for spring.) The student must select the drop-down for each requirement in their VUSN compliance portal to view instructions and download required forms. The file submitted to each requirement must frame only the student's original document(s) and all dates and information must be clear and readable.

Complete the ***VU Nursing Immunization and TB Testing Form*** (https://nursing.vanderbilt.edu/clinicalplacement/pdf/health_questionnaire.pdf) to meet the requirements listed below. Documentation of previously completed immunizations, titers and

TB testing must be from the following sources for approval: official medical, state, county, or international immunization records (English required).

Non-RN entries (Newly admitted PreSpecialty and MN Program students) must also complete a drug screen prior to registration as part of their VUSN compliance portal requirements.

VUSN Immunization/Titer, TB Testing, CPR Certification, Health Insurance, Licensure, and Certification Requirements for Registration:

1. Physical examination within six months of acceptance to the program, authenticated by a physician, an APRN, PA, or a DO documenting evidence of the student's physical and mental capability to carrying out assignments in a nursing school program. Use the VU Nursing Immunization and TB Testing form at (https://nursing.vanderbilt.edu/clinicalplacement/pdf/health_questionnaire.pdf). (Also, downloadable from the requirement's drop-down in your VUSN compliance portal.)
2. Measles, Mumps, Rubella: Two (2) MMR vaccinations given at least 28-days apart OR if no vaccination records available, lab evidence of immunity (positive titer results) for each Measles (Rubeola), Mumps, and Rubella. At least one of two MMR booster vaccinations are required prior to registration following a negative or equivocal titer result.
3. Varicella: Two varicella vaccines given at least 28 days apart OR if no vaccination records available, lab evidence of varicella immunity (positive titer). At least one of two Varicella booster vaccinations is required prior to registration following a negative or equivocal titer result.
4. Hepatitis B: A Hepatitis B vaccination series completed following the guidelines for dosing intervals published by the Centers for Disease Control and Prevention (CDC) OR if no vaccination records available, lab evidence of immunity (positive anti-HBs or HBsAb surface antibody). The student must provide complete documentation of a full Hepatitis B vaccination series or a positive titer result prior to participation in observation or clinical.
5. Tetanus-Diphtheria-Pertussis (Tdap): Documentation of vaccination within last ten years. (DTP/DTaP and Td/TD vaccines do not meet this requirement.)
6. All newly admitted students are required to submit a tuberculin skin test (PPD) completed within 12-months of program start. In addition to a PPD completed within 12-months of start, all students admitted to the PreSpecialty and MN Programs (non-RN entry) are required to submit a second PPD completed within 3-months of program start. Alternatively, all newly admitted entry types may opt to complete one TB blood test (IGRA= QFT-Plus, QFT- GIT and T-Spot) in-place of the PPD(s), completed within 3-months of program start.
 - If reading(s) is/are negative, repeat one- PPD or TB blood test annually.
 - If positive, medical evaluation and documentation of a clear chest x-ray completed within 3-months of program start (lab report OR physician verification of results required). If there is evidence of a positive chest x-ray and/or symptoms of TB, the student must notify their Program Director and follow up with a medical evaluation and if needed, treatment. For each consecutive year of enrollment after completing a chest x-ray, the Annual Post-Chest X-ray TB

Questionnaire (https://nursing.vanderbilt.edu/clinicalplacement/pdf/tbscreening_questionnaire.pdf), must be completed and signed by a health care provider.

7. Influenza: Annual flu vaccination is required or the student must obtain an approved exemption through Vanderbilt University's Student Health Center by submitting a request by October 1st, prior to each flu season at, (<https://www.vumc.org/student-health/influenza-vaccinations-students>). Medical provider documentation of a contraindication to the seasonal influenza vaccine is required for exemption approval. (Note: Minor side effects, such as low-grade fever, cold symptoms, or muscle aches, are not considered to be a medical contraindication to the influenza vaccine). In addition, students unable to receive an annual flu vaccination must also obtain an approved exemption (per site specifications) prior to placement at each clinical, observation or project site.
8. All students are required to be covered by health insurance either through the University's student health insurance plan (SHIP) or by another policy while enrolled (monthly issued insurance is not acceptable). Clinical sites require students to have health insurance to cover any illness or injury that they may incur during the clinical training experience. Students who wish to be covered by a personal policy must complete a waiver EACH YEAR to decline the University's student insurance plan (SHIP). To decline SHIP, the student must submit a waiver with proof of coverage at: (<https://www.vumc.org/student-health/student-health-insurance>) by January 1 for spring admits, June 1 for summer admits and August 15 for fall admits. If a waiver is not completed by the appropriate date, the student is automatically billed and enrolled in the University's SHIP. Newly admitted VUSN students must also submit documentation to their VUSN compliance portal of either the University's SHIP coverage (proof available the first two-weeks of August at: <https://www.vumc.org/student-health/student-health-insurance> or of their personal health insurance once the SHIP has successfully been waived with a copy (front & back) of their insurance card or a letter verifying coverage. More information on the University's SHIP is provided at <https://www.vumc.org/student-health/student-health-insurance>.
9. Current American Heart Association (AHA) Basic Life Support (BLS) CPR Certification is required by all entry levels and specialties. BLS provided by the AHA is the only BLS card accepted. Providers other than the AHA cannot be accepted, even if the course "*follows AHA guidelines.*"
10. In addition to the AHA BLS, additional CPR certifications are required by the following specialties: AHA Pediatric Advanced Life Support (PALS) is required by PNP-AC and ENP. AHA Advanced Cardiac Life Support (ACLS) is required by AGACNP and ENP. NNP specialty requires the Neonatal Resuscitation Program (NRP) certification. Advanced Trauma Life Support (ATLS) -or- Trauma Nurse Core Course (TNCC) -or- Advanced Trauma Care for Nurses (ATCN), required by ENP. Other specialties may require additional CPR certifications at specific stages of enrollment.
11. Copy of an unencumbered Registered Nurse's license in the state(s) where you reside/work and will be doing clinical training (if applicable). In addition, DNP students who are an NP, CNM or CRNA are required to submit an unencumbered Advance Practice Registered Nurse (APRN) designation in their state of residence and states of clinical practice and hold national board certification in their area of specialty as appropriate.
12. HIPAA and OSHA safety training is required annually by academic year through BrightSpace (VUnetID required). Instructions to complete the online training are available

under the requirement's drop-down in the Exxat Compliance portal. Additional training may be required for particular clinical sites.

13. Honor Code and Plagiarism Tutorial. Read letter regarding plagiarism from the Senior Associate Dean for Academics (<https://nursing.vanderbilt.edu/students/admitted/pdf/plagiarism.pdf>) and follow instructions under the requirement's drop-down in the Exxat Compliance portal to complete the latest version of a tutorial developed by Indiana University Bloomington.

About COVID-19

The overwhelming majority of clinical placement sites require either documentation of a completed series of COVID-19 vaccinations or (in some cases) an approved exemption before allowing students to rotate at their facilities. Students are strongly encouraged to have the COVID-19 vaccine in anticipation of this requirement. VUSN will not assign clinical placement sites based on an individual student's preference about COVID-19 vaccination, nor will VUSN reassign a student to a different site because of a student's COVID-19 vaccination preference.

VUSN cannot guarantee students will be able to complete clinical rotations unless all agency requirements are met. You may not begin your clinical rotations until you have met all the site requirements and have received confirmation from your faculty and the Clinical Placement office that you are cleared to start.

Clearing the VUSN Student Requirements Hold for Registration:

The newly admitted student must satisfactorily complete all of the requirements with a July 1st Due Date in the Exxat Compliance portal. Additionally, students admitted to the PreSpecialty and MN programs (non-RN) must satisfactorily complete a drug screen through their Exxat compliance portal. Once the requirements for the student's entry type and/or specialty are satisfactorily completed, the VUSN Student Requirements Hold is automatically cleared from Your Enrollment Services (YES) account (allow 10-business days).

Additional Clinical Site Requirements and Restrictions:

Additional immunizations, titers, TB testing, drug screening, and/or additional background checks may be required by some clinical, observation and project sites. Once enrolled, the student may complete immunizations, titers and TB testing at Student Health (<https://www.vumc.org/student-health/welcome>). A student who plans to use Student Health should call (615) 322- 2427 to schedule an appointment. The student should bring a copy of the VU Nursing Immunization and TB Testing form

(Website:https://nursing.vanderbilt.edu/clinicalplacement/pdf/health_questionnaire.pdf) and any required documentation to the appointment. Students are responsible for all charges incurred in order to meet clinical site requirements. Due to certain restrictions, VUSN is not able to accommodate clinical placements in all locations.

Accidents/Injury/Illnesses:

Students are responsible for the costs of tests, treatment, and follow-up care for any accidents, injury, or illnesses that occur while enrolled as students at VUSN. Students are not entitled to worker's compensation benefits.

How to Meet the State-Mandated Immunization Requirements for New Students at Vanderbilt University:

Follow instructions on the Vanderbilt Student Health Center's Immunization Requirements webpage (<https://www.vumc.org/student-health/immunization-requirements-new-students>) to enter dates and submit documentation of the following state-mandated requirements through the Vanderbilt Student Health Immunization Portal (<https://vanderbilt.studenthealthportal.com/Account/Logon?ReturnUrl=%2f>). Acceptable forms of documentation include; official state/county immunizations, official signed or certified medical records, Yellow Book/immunization card from country of origin (English required), or the VU Nursing Immunization and TB Testing form (https://nursing.vanderbilt.edu/clinicalplacement/pdf/health_questionnaire.pdf) completed and signed by a health care provider.

Vanderbilt University's State-Mandated Immunization and/or Titer Requirements for Registration:

1. Measles, Mumps, Rubella: Two (2) MMR vaccinations given at least 28-days apart OR if no vaccination records available, lab evidence of immunity (positive titer results) for each Measles (Rubeola), Mumps, and Rubella. At least one of two MMR booster vaccinations are required prior to registration following a negative or equivocal titer result.
2. Varicella: Two varicella vaccines given at least 28 days apart OR if no vaccination records available, lab evidence of varicella immunity (positive titer). At least one of two Varicella booster vaccinations is required prior to registration following a negative or equivocal titer result.
3. Hepatitis B: A Hepatitis B vaccination series completed following the guidelines for dosing intervals published by the Centers for Disease Control and Prevention (CDC) OR if no vaccination records available, lab evidence of immunity (positive anti-HBs or HBsAb surface antibody). The student must provide complete documentation of a full Hepatitis B vaccination series or a positive titer result prior to participation in observation or clinical.
4. Tetanus-Diphtheria-Pertussis (Tdap): Documentation of vaccination within last ten years. (DTP/DTaP and Td/TD vaccines do not meet this requirement.)
5. All newly admitted students are required to submit a tuberculin skin test (PPD) completed within 12-months of program start. In addition to a PPD completed within 12-months of start, all students admitted to the PreSpecialty and MN Programs (non-RN entry) are required to submit a second PPD completed within 3-months of program start.

Alternatively, all newly admitted entry types may opt to complete one TB blood test (IGRA= QFT-Plus, QFT-GIT and T-Spot) in-place of the PPD(s), completed within 3-months of program start.

- If reading(s) is/are negative, repeat one- PPD or TB blood test annually.
 - If positive, medical evaluation and documentation of a clear chest x-ray completed within 3-months of program start (lab report OR physician verification of results required). If there is evidence of a positive chest x-ray and/or symptoms of TB, the student must notify their Program Director and follow up with a medical evaluation and if needed, treatment. For each consecutive year of enrollment after completing a chest x-ray, the Annual Post-Chest X-ray TB Questionnaire (<https://nursing.vanderbilt.edu/clinicalplacement/pdf/tb-screening-questionnaire.pdf>), must be completed and signed by a health care provider.
6. Influenza: Annual flu vaccination is required or student must obtain an approved exemption through Vanderbilt University's Student Health Center by submitting a request by October 1st, prior to each flu season at: <https://www.vumc.org/student-health/influenza-vaccinations-students>. Medical provider documentation of a contraindication to the seasonal influenza vaccine is required for exemption approval. (Note: Minor side effects, such as low-grade fever, cold symptoms, or muscle aches, are not considered to be a medical contraindication to the influenza vaccine). In addition, students unable to receive an annual flu vaccination must also obtain an approved exemption (per site specifications) prior to placement at each clinical, observation or project site.
7. All students are required to be covered by health insurance either through the University's student health insurance plan (SHIP) or by another policy while enrolled (monthly issued insurance is not acceptable). Clinical sites require students to have health insurance to cover any illness or injury that they may incur during the clinical training experience.
- Students who wish to be covered by a personal policy must complete a waiver EACH YEAR to decline the University's student insurance plan (SHIP). To decline SHIP, the student must submit a waiver with proof of coverage at: <https://www.vumc.org/student-health/student-health-insurance> by January 1 for spring admits, June 1 for summer admits, and August 15 for fall admits. If a waiver is not completed by the appropriate date, the student is automatically billed and enrolled in the University's SHIP.
- Newly admitted VUSN students must also submit documentation to their VUSN compliance portal of either the University's SHIP coverage (proof available the first two-weeks of August at: <https://www.vumc.org/student-health/student-health-insurance> or of their personal health insurance once the SHIP has successfully been waived with a copy (front & back) of their insurance card or a letter verifying coverage. More information on the University's SHIP is provided at: <https://www.vumc.org/student-health/student-health-insurance>.

Clearing the State-Mandated, VU Immunization Requirement Hold for Registration:

The University's Immunization Hold is automatically cleared from Your Enrollment Services (YES) account when a message of compliance is received through your Student Health Immunization Portal (allow 10-business days).

EXPOSURE TO CONTAGIONS OR HEALTH EMERGENCIES

Blood and Body Fluids

If a student has an exposure to blood or body fluids (i.e., a needle stick, splash to eyes or mouth, or contact with non-intact skin) during a clinical rotation, these are the steps that should be taken.

1. Immediate Student Actions Following Exposure

- Wash the exposed area immediately with soap and water.
- Flush eyes or mouth with tap water for 15 minutes.
- Remove contacts immediately if eyes are exposed.
- Obtain the name, medical record number, and location of the patient source of the exposure. You will give this important information to the Occupational Health Service practitioner at the clinical agency.
- Notify your clinical supervisor and clinical course coordinator immediately.
- File a report in the Origami Risk Management System. (<https://www.vanderbilt.edu/riskmanagement/>) and click on “Report a University Occurrence” on the right Quick Links.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Noote, Associate Program Manager at allie.noote@vanderbilt.edu or by phone at 615.322.2814.

2. Important Notification and Documentation Procedure

When On Campus:

- Report in person immediately to the Vanderbilt Occupational Health Clinic (OHC) Monday-Friday, 7:30 a.m. - 5:30 p.m., 6th Floor, Suite 640 of the Medical Arts Building (MAB).
- When the Vanderbilt Occupational Health Clinic is closed, report immediately to the Vanderbilt Adult Emergency Department for the initial assessment and treatment. Notify OHC by calling 615.936.0955 to report the exposure. This phone is answered 24 hours a day, 7 days a week.
- All exposed students will be referred to the OHC for further evaluation and/or treatment on the next OHC business day. No appointment is necessary.
- Notify your clinical supervisor and clinical course coordinator immediately.
- File a report in the Origami Risk Management System. (<https://www.vanderbilt.edu/riskmanagement/>) and click on “Report a University Occurrence” on the right Quick Links.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Noote, Associate Program Manager at allie.noote@vanderbilt.edu or by phone at 615.322.2814.

Assessment and Treatment of Your Exposure

The Occupational Health Service and/or the Vanderbilt Adult Emergency Department will:

- Document, assess and treat your exposure.
- Order screening tests from the source (patient) for Hepatitis B, Hepatitis C, HIV and, if appropriate, other labs as needed.
- Occupational Health will follow-up on all lab studies, advise you of the results and provide recommendations for any further treatment.

When Off Campus:

- Should an exposure occur off campus, follow the agency/facility protocol for OSHA blood borne pathogen emergency treatment.
- Immediately contact the Vanderbilt Occupational Health Clinic at 615.936.0955 for further instructions and follow-up care. This phone is answered 24 hours a day, 7 days a week.
- Notify your clinical supervisor and clinical course coordinator immediately.
- File a report in the Origami Risk Management System. (<https://www.vanderbilt.edu/riskmanagement/>) and click on “Report a University Occurrence” on the right Quick Links.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Noote, Associate Program Manager at allie.noote@vanderbilt.edu or by phone at 615.322.2814.

Respiratory and Other Non-Bloodborne Pathogens (such as TB, lice, meningitis, measles, COVID-19, and others)

When On Campus:

- Report to Vanderbilt Student Health for an assessment or guidance. Monday-Friday 8:00 a.m. - 4:30 p.m., Saturday, 8:30 a.m. - 12:00 p.m. 615.322.2427.
- Notify your clinical supervisor and clinical course coordinator immediately.
- File a report in the Origami Risk Management System. (<https://www.vanderbilt.edu/riskmanagement/>) and click on “Report a University Occurrence” on the right Quick Links.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Noote, Associate Program Manager at allie.noote@vanderbilt.edu or by phone at 615.322.2814.

Assessment and Treatment of Your Exposure

Student Health will:

- Document, assess and treat your exposure.

- Order screening tests from the source (patient) for Hepatitis B, Hepatitis C, HIV and, if appropriate, other labs as needed.
- Student Health will follow-up on all lab studies, advise you of the results and provide recommendations for any further treatment.

When Off Campus:

- Student should call Vanderbilt Student Health to speak with a provider at 615.322.2427. This phone is answered 24 hours a day, 7 days a week.
- Notify your clinical supervisor and clinical course coordinator immediately.
- File a report in the Origami Risk Management System. (<https://www.vanderbilt.edu/riskmanagement/>) and click on “Report a University Occurrence” on the right Quick Links.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Nootte, Associate Program Manager at allie.nootte@vanderbilt.edu or by phone at 615.322.2814.

Occupational Exposure Charges

- If charges are incurred from Occupational Health or a hospital other than Vanderbilt, students should allow their personal health insurance to be billed. Students are not eligible for worker’s compensation.
- The Vanderbilt School of Nursing will pay for any charges that are not covered by insurance. Invoices for remaining balances should be sent to the Assistant Dean for Student Affairs for payment.
- Students should not pay the invoices directly.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Nootte, Associate Program Manager at allie.nootte@vanderbilt.edu or by phone at 615.322.2814.

In The Event Of A Serious Health Concern Or An Emergency

For life-threatening emergency call 911 immediately.

- For non-life-threatening health situations, report to Vanderbilt Student Health for an assessment or guidance. Monday-Friday 8:00 a.m. - 4:30 p.m., Saturday, 8:30 a.m. - 12:00 p.m. 615.322.2427. If closed, report to the Vanderbilt Adult Emergency Department for the initial assessment and treatment.
- Notify Feylyn Lewis, Assistant Dean for Student Affairs at feylyn.m.lewis@vanderbilt.edu or by phone at 615.343.3334 or Allie Nootte, Associate Program Manager at allie.nootte@vanderbilt.edu or by phone at 615.322.2814.

FORMS FOR ENROLLMENT CHANGES

Vanderbilt University School of Nursing forms may be found on the VUSN Web site at https://nursing.vanderbilt.edu/students/current/enrollment/student_forms.php.

LICENSURE AND CERTIFICATION

Registered Nurse (RN) Licensure

Students are eligible to apply to the National Council on Licensure Examination (NCLEX-RN®) to become a Registered Nurse (RN) upon meeting the requirements specified by the Tennessee State Board of Nursing and upon recommendation by the faculty and the Dean. The following requirements must be met: (a) completion of the PreSpecialty portion of the curriculum; (b) good academic standing (semester and cumulative grade point average of 3.0 or above); and (c) no final course grade below a B-, and no Incomplete grades. Students who are ineligible to take the NCLEX-RN® after completing the appropriate sequence of courses will not be allowed to enroll for specialty-level courses. For more information go to **TN Board of Nursing** (<https://www.tn.gov/health/health-program-areas/health-professional-boards/nursing-board/nursing-board/about.html>).

Students who are not Registered Nurses are required to take examinations to prepare for the NCLEX-RN®. An assessment test is administered to students during the last semester of the PreSpecialty level.

Students who are not successful on the first writing of the NCLEX-RN® are subject to withdrawal from specialty level courses with a clinical component. The student cannot attend clinical practica until the R.N. license is obtained. The program of study for full-time students will be altered because of a delay in being able to participate in clinical courses. Additional semester(s) will be required to complete clinical courses.

Reporting NCLEX-RN® results: Students must notify their Specialty Director and Senior Associate Dean for Academics of their NCLEX-RN® results within 48 hours of receiving results (pass or fail). A copy of their RN License must be submitted to their VUSN compliance portal. Students who fail the NCLEX-RN® will not be allowed to participate in any specialty-level clinical courses until after they have successfully passed the NCLEX-RN®. Failure to notify the Specialty Director and Senior Associate Dean for Academics of failure of the NCLEX-RN® within 48 hours of receiving results will result in immediate dismissal from the school. Students who fail must make an appointment with the Senior Associate Dean for Academics or Assistant Dean for Academics and must submit a plan of study for preparation for the NCLEX-RN® second taking.

Preparation for the NCLEX-RN® includes but is not limited to:

1. NCLEX-RN® style exam questions and strategies for success are incorporated throughout the curriculum.
2. All students will complete the NCLEX-RN® Review Course at the end of semester three.

3. All students will complete a cumulative curriculum assessment exam. Students not achieving the benchmark score on the assessment exam are considered high-risk for not passing the NCLEX-RN® on the first attempt. For these students, individualized counseling and study plan development will occur based on personal learning preferences, content strengths and weaknesses, and confidence taking standardized exams.

Students who have test anxiety when taking standardized exams are encouraged to schedule an appointment with the University Counseling Center for evaluation and planning well before taking the NCLEX-RN®.

The PreSpecialty curriculum engages students with the theoretical knowledge and practical experience necessary for success on the NCLEX-RN®. However, it is each student's responsibility to determine their mastery of the information and appropriately prepare to take the NCLEX-RN®.

Each summer, a mandatory session is held by the Senior Associate Dean for Academics for students who anticipate taking the NCLEX-RN® during the fall semester. This session reviews student eligibility for taking the NCLEX-RN®, advises students regarding preparation, and provides students with all necessary forms for registering for NCLEX-RN®.

The NCLEX-RN® is administered locally in Nashville at the Pearson Professional Center, Riverview Office Bldg., 545 Mainstream Drive, Suite 410, Nashville, TN 37228; Phone 615.255.8672. The NCLEX-RN® may also be taken at an official testing center in any state.

Out of State RN Licensure

It is recommended that all students receive their initial RN licensure in Tennessee. Students wishing to obtain an RN license in a state other than Tennessee will need to consult the State Board of Nursing in that state for specific application requirements. Applying in a state other than Tennessee may prolong the application approval process.

National Certification

Graduates of the MSN and Post-Master's Certificate programs are encouraged to become certified in their specialty and should consult their specialty directors for details. Certification is offered through several professional nursing organizations. Graduates of each specialty are eligible to sit for the certification exams specific to their specialty. For more information, please visit the Web site specific to your specialty:

Adult-Gerontology Acute Care Nurse Practitioner

- [American Nurses Credentialing Center \(ANCC\)](https://nursingworld.org/ancc/) <https://nursingworld.org/ancc/>
- American Association of Critical Care Nurses (AACN) <https://www.aacn.org/certification/get-certified/acnpc-ag>

Adult-Gerontology Primary Care Nurse Practitioner

- [American Nurses Credentialing Center \(ANCC\)](https://nursingworld.org/ancc/) <https://nursingworld.org/ancc/>
- [American Association of Nurse Practitioners \(AANP\)](https://www.aanp.org/) <https://www.aanp.org/>

Emergency Nurse Practitioner

- [American Association of Nurse Practitioners \(AANP\)](https://www.aanp.org/) <https://www.aanp.org/>

Family Nurse Practitioner

- [American Nurses Credentialing Center \(ANCC\)](https://nursingworld.org/ancc/) <https://nursingworld.org/ancc/>
- [American Association of Nurse Practitioners \(AANP\)](https://www.aanp.org/) <https://www.aanp.org/>

*** Informatics**

- [American Nurses Credentialing Center \(ANCC\)](https://nursingworld.org/ancc/) <https://nursingworld.org/ancc/>

*** Healthcare Leadership**

- National Center for Healthcare Leadership (NCHL) <https://www.nchl.org/>

Neonatal Nurse Practitioner

- [The National Certification Corporation \(NCC\)](http://www.nccwebsite.org/) <http://www.nccwebsite.org/>

Nurse-Midwifery

- [American Midwifery Certification Board \(AMCB\)](http://www.amcbmidwife.org/) <http://www.amcbmidwife.org/>

Pediatric Acute Care Nurse Practitioner

- [The Pediatric Nursing Certification Board \(PNCB\)](http://www.pncb.org/ptistore/control/exams/ac/ac_role) http://www.pncb.org/ptistore/control/exams/ac/ac_role

Pediatric Primary Care Nurse Practitioner

- [The Pediatric Nursing Certification Board \(PNCB\)](http://www.pncb.org/ptistore/control/exams/ac/ac_role) http://www.pncb.org/ptistore/control/exams/ac/ac_role

Psychiatric-Mental Health Nurse Practitioner (Family)

- [American Nurses Credentialing Center \(ANCC\)](https://nursingworld.org/ancc/) <https://nursingworld.org/ancc/>

Women's Health Nurse Practitioner

- [The National Certification Corporation \(NCC\)](http://www.nccwebsite.org/) <http://www.nccwebsite.org/>

* Graduates of the Nursing and Health Care Leadership and Nursing Informatics specialties are not required to obtain Advanced Practice Registered Nurse licensure.

LOST AND FOUND

Please see the School of Nursing receptionist in the Colleen Conway-Welch Atrium if you lost a belonging.

PARKING

All Parking Services notices will be sent to admitted/current students' active Vanderbilt e-mail addresses only. Information about parking can be found on the Office of Student Affairs webpage (<https://nursing.vanderbilt.edu/students/current/studentaffairs/index.php>) or the Vanderbilt University Parking Services & VandyRide webpage (https://www.vanderbilt.edu/traffic_parking/).

REGISTRATION

Each semester, at a time specified in the calendar, all students are required to confer with their academic advisers and register for courses for the next semester. Registration for classes is done by computer on Your Enrollment Services (YES). Students should check carefully with their faculty advisers concerning progress toward completing degree requirements and to make necessary revisions in their program of studies. The School of Nursing requires continuous registration of all degree candidates. Responsibility to maintain registration rests with the student. To retain student status, the student must register each fall, spring, and summer semester or secure an approved leave of absence. Students who are registered for zero hours in order to satisfy requirements for an incomplete grade are considered degree candidates. Students registering for zero hours for the express purpose of completing an incomplete grade are charged \$200 plus applicable fees.

Registration Hold

Students will have an adviser registration hold each semester. This hold will be released by the faculty adviser after consultation with the student and adviser review of the classes in their advisees' enrollment cart.

How to Register

Please see the Office of Enrollment Services webpage (<https://nursing.vanderbilt.edu/students/current/enrollment/>) for detailed instructions on how to register for courses.

Dropping a Class

To drop a class, the student must be within an open enrollment period. If not, contact the Assistant University Registrar and Director of Nursing Student Records, Sara Donahoe at sara.a.donahoe@vanderbilt.edu. To drop a class, simply click the red minus sign next to the class you wish to drop. The system will ask "are you sure you want to drop this class?" Choose "yes" or "no." Once the system has dropped you from the class, it will no longer show in the enrolled classes list. To see the dropped class, select the dropped filter checkbox at the upper right of your screen, and the dropped class will appear on this list.

Grading Basis

If the student wishes to take a course Pass/Fail, it is necessary to consult the instructor and then contact the school registrar.

Enrolling in a Variable Credit Class

To edit the hours of a variable credit class, use the same blue notebook icon to the right of the class. Use the hours dropdown to select the number of hours.

Viewing Your Schedule

To view your schedule, select “schedule” in your navigation bar.

Catalog Search: The catalog search is a digitized and searchable copy of all university courses including credit hours and course descriptions.

ROOM RESERVATIONS

Students may reserve space for meetings in Godchaux Hall, the Annex, School of Nursing, and Frist Hall by contacting Ellen Smogur via e-mail at ellen.smogur@vanderbilt.edu or at 615.322.4400.

STUDENT MEDICAL OR INJURY OCCURRENCES GUIDELINES

Responding to Student Health Events and Injuries

Vanderbilt University School of Nursing (VUSN) is committed to the health, wellness, and safety of all students. The following protocols were developed to provide students with guidance for responding to VUSN student medical events and injury (or near miss) occurrences on campus. These events include but are not limited to seizure, loss of consciousness, displaying at risk mental or physical health concerns, allergic reaction, slips, trips, and falls. The safety and health of the student and others should be the priority in all responding actions.

Minor Medical Events and Injuries

Step 1: Assess and Refer

In the event a student experiences a minor medical event or non-life-threatening injury, and is not at risk to self or others, the student observer or first student present should contact Vanderbilt University Police Department (VUPD) at (615) 322-2753. VUPD can assess the occurrence and determine appropriate next steps. VUPD will likely transport the student to the Student Health Center (SHC) for minor medical events and injury occurrences. The SHC is often able to see students within a few hours. If the student experiences a health event or injury that cannot wait for a scheduled same day appointment, the student may be evaluated at the SHC’s Acute Care Clinic.

The student observer or first student present should confirm the student’s emergency contact information and obtain consent for VUSN personnel to contact the emergency contact if necessary. If there is more than one student present, one person should be designated to confirm this information. It is also helpful to verify that the student has a mobile device and that it is in their possession for follow up communications, as applicable.

Faculty, staff, students, and student workers should NOT transport the student in their personal vehicles. Student peers are discouraged from accompanying the student, as peers should remain engaged in academic instruction.

Step 2: Complete Report to the Risk Management Office

The student observer or first student present, must complete an Origami Report to notify the Office of Risk and Insurance Management of the occurrence. The reporting system is used to report any risk, professional liability, or safety occurrence, observed by or involving a VUSN student, staff, or faculty member. The report can be found at <https://www.vanderbilt.edu/riskmanagement/>

Step 3: Notify the VUSN Office for Student Affairs

The student observer or first student present should notify the Office for Student Affairs and the Office for Academics via email at feyllyn.m.lewis@vanderbilt.edu, allie.noote@vanderbilt.edu, and mavis.schorn@vanderbilt.edu. The Office for Student Affairs will contact the student's emergency contact and provide updates as they become available. The Office will also notify the student's Academic Director of the occurrence and provide a Dean's Notification to excuse the student from academic obligations while undergoing medical treatment.

Significant Medical Events and Serious Injuries

Step 1:

In the event a student finds a student peer unable to breathe normally, appearing to struggle to breathe, unconscious (or has been unconscious), or unresponsive, basic life support should be initiated. An Automated External Defibrillator is in the Godchaux Hall Nursing Annex lobby, adjacent to the restrooms.

If it is suspected that a student has experienced a significant injury (such as a broken bone or head injury), the student should not attempt to move the student and make the area as safe as possible. They should immediately call 9-1-1 and request an ambulance for safe transport of the student to the Emergency Department. If possible, the student should confirm the student peer's emergency contact information and obtain verbal consent for VUSN personnel to contact the emergency contact. If there is more than one student present, one person should be designated to confirm this information. It is also helpful to verify that the student has a mobile device and that it is in their possession for follow up communications.

Faculty, staff, students, and student workers should NOT transport the student in their personal vehicles. Student peers are discouraged from accompanying the student, as peers should remain engaged in academic instruction.

Step 2:

The student observer or first student present, must complete an Origami Report to notify the Office of Risk and Insurance Management of the occurrence. The reporting system is used to report any risk, professional liability, or safety occurrence, observed by or involving a VUSN

student, staff, or faculty member. The report can be found at <https://www.vanderbilt.edu/riskmanagement/>.

Step 3:

The student observer or first student present should notify the Office for Student Affairs and the Office for Academics via email at feyllyn.m.lewis@vanderbilt.edu, allie.noote@vanderbilt.edu, and mavis.schorn@vanderbilt.edu. The Office for Student Affairs will contact the student's emergency contact and provide updates as they become available. The Office will also notify the student's Academic Director of the occurrence and provide a Dean's Notification to excuse the student from academic obligations while undergoing medical treatment.

STUDENT ORGANIZATIONS AND AFFINITY GROUPS

Vanderbilt University School of Nursing offers a variety of student nurse organizations. For more information, go to the following webpages.

VUSN Student Organizations

https://nursing.vanderbilt.edu/about/diversity/vusn_resources.php

<https://nursing.vanderbilt.edu/advantage/organizations/>

STUDENT VOLUNTEER WORK

Opportunities outside of Vanderbilt may arise for students to volunteer in the community. These opportunities will give you hands-on experience. Please be advised that volunteer participation at activities not affiliated with or endorsed by Vanderbilt University is at your personal discretion and risk.

TRADITIONS: COMPOSITES, GRADUATION, INVESTITURE, AND PINNING

Class Picture – Composite MN, MSN, & DNP

Students who intend to graduate from an academic degree program in August, December, or May of the current academic year will be eligible to have their pictures taken for the master composite which hangs in the Nursing Annex.

A photographer will be on campus between mid-November and January to take individual photographs. A notice via e-mail will be sent advising you when and where to sign up. The cost is approximately \$27.00 (subject to change) for your picture proofs and an 11 x 14 copy of the master composite. It is important that every effort is made to schedule an appointment when

the photographers are on campus, as makeups are difficult and costly. You will have the opportunity to purchase additional photographs if you wish. Regalia will be provided for the purpose. For additional information, contact Dr. Feylyn Lewis in 179 School of Nursing or by calling 615.343.3334.

Graduation, Investiture, and Pinning at VUSN

The Dean of the School of Nursing purchases an official School of Nursing pin for each MN and MSN graduate and a pin guard for each DNP graduate. MSN pins and DNP pin guards will be awarded in May, August, and December at the pinning ceremonies. Students who complete the DNP program in August or December have the option to attend the May pinning if they will be traveling to campus for commencement.

Students completing the Post-Master's Certificate do earn academic credit that is reflected on a VUSN transcript, but they do not receive an Academic degree or a Vanderbilt University School of Nursing pin. The pin is presented only to those students who complete a MN or MSN at VUSN, and the pin guard is presented only to those students who complete a DNP at VUSN.

Graduation and Commencement

To participate in the Commencement ceremony, degree candidates must have satisfactorily completed all curriculum requirements, have passed all prescribed examinations, and be free of all indebtedness to the University. The University holds its annual Commencement ceremony on the 2nd Friday in May at the end of the spring semester. A student completing MN, MSN or DNP degree requirements will officially graduate at the close of the semester in which the degree is earned with the graduation date recorded on the student's permanent record. Graduations are posted on diplomas three times per year: May, August, and December. Students who graduate at the close of summer semester (August) or the fall semester (December) join spring graduates in the next graduation ceremony (May). Those unable to participate may receive their diplomas by mail.

Investiture

The School of Nursing Investiture Ceremony immediately follows the University Commencement ceremony in May. It is at Investiture that each graduate is adorned or "invested" with the academic hood signifying completion of the master's degree. A reception for all the graduates and their families and friends follows the Investiture ceremony. Specific instructions concerning Commencement and Investiture are mailed to August, December, and May graduates during the month of March.

Graduates will receive information from both the School of Nursing and the University Commencement Office. For further information regarding Commencement and Investiture, contact Dr. Feylyn Lewis, room 179, School of Nursing 615.343.3334 or the Commencement Office at <http://www.vanderbilt.edu/commencement/>.

Pinning Ceremony

At the end of each semester, students who complete their academic requirements are invited to attend a pinning ceremony. MN and MSN graduates receive a VUSN pin, DNP graduates receive a pin guard and students who complete a Post-Master's Certificate receive a framed certificate.

DNP + Post-Master’s Certificate graduates attend Pinning at the end of their DNP program of study and receive their pin guard and certificate concurrently.

Vanderbilt University Resources

CAMPUS SECURITY

Vanderbilt University Public Safety

<http://publicsafety.vanderbilt.edu/>

Emergency Number	911 from any Vanderbilt phone or 615.421.1911
Non-Emergency	615.322.2745 (2-2745 from campus extension)
Walking Escorts	615.421.8888

Vanderbilt University Public Safety (VUPS), 615.322.2745, is a professional law enforcement agency dedicated to the protection and security of Vanderbilt University and its diverse community. VUPS provides several services and programs to members of the Vanderbilt Community as listed below.

Emergency Phones

Emergency telephones (Blue Light Phones) are located throughout the University campus, Medical Center, and One Hundred Oaks.

Each phone has an emergency button that when pressed automatically dials the VUPD Communications Center. An open line on any emergency phone will activate a priority response from an officer. An officer will be sent to check on the user of the phone, even if nothing is communicated to the dispatcher. Cooperation is essential to help us maintain the integrity of the emergency phone system. These phones should be used only for actual or perceived emergency situations.

An emergency response can also be received by dialing 911 from any campus phone. Cell phone users can use 615.421.1911 to summon an emergency response on campus. Cell phone users should dial 911 for off campus emergencies. All callers should be prepared to state their location.

VandySafe

VandySafe (<https://police.vanderbilt.edu/services/vandysafe.php>), previously SafeVU, is a free mobile safety application for iOS and Android smartphones. The app allows users to connect directly from their cell phones to the Vanderbilt University Public Safety via voice call, SMS text, or iReport. In the event of an emergency situation, you can hit the GET HELP button, which will give you the options to call VUPD, text VUPD, or call 911. When you select to either call or text VUPD, Communications Officers will be able to see your GPS location when enabled on your phone. These options allow VUPD to provide quick and professional service to its community even when the user is unable to give their location.

VandySafe also allows you to request a safety escort from VUPD, view information about Vandy Vans, assign a contact to monitor your safety at your request, view VUPD emergency guides, and make an iReport. Use iReport to submit crime tips and report crimes, including text, photos, and/or videos. You can even send VUPD information anonymously.

Walking Escort Service

Vanderbilt University Police Department provides walking escorts to students, faculty, and staff walking to and from any locations on campus during the nighttime hours. The telephone number to call for a walking escort is 615.421.8888 (off campus) or 1-8888 (on campus).

VUPD provides additional services including property registration (for bikes, laptops, etc.) lost and found, weapons safekeeping, and submit a Crime Tip. Additional information on security measures and crime statistics for Vanderbilt is available from the VUPS, 111 28th Avenue South, Nashville, TN 37212.

Information on available program and services, along with crime statistics, is available at <https://publicsafety.vanderbilt.edu/>.

DISABILITY, DISCRIMINATION, AND GRIEVANCES

If at any time a student feels they have been discriminated against due to their disability, they should contact Title IX and Student Discrimination (<https://www.vanderbilt.edu/title-ix/>). If a student needs to file a grievance with SAS, they can complete the process listed on the SAS home page (<https://www.vanderbilt.edu/student-access/>).

EQUITY, DIVERSITY, AND INCLUSION OFFICE

The Office for Equity, Diversity and Inclusion is responsible for advocating for institutional change, working with university stakeholders to set goals and institutionalize accountability, and ensuring that equity, diversity and inclusion efforts are coordinated throughout the university. For more information, visit <https://www.vanderbilt.edu/equity-diversity-inclusion/> or <https://nursing.vanderbilt.edu/about/diversity/>.

LIBRARIES

Library	Location	Phone
Biomedical	Eskind Biomedical Library 2209 Garland Avenue Nashville, TN 37232-8340	615.936.1410
Arts & Sciences	Central Library 419 21st Avenue South Nashville, TN 37203-2427	615.322.2800
Divinity	Divinity Library 419 21st Avenue South Nashville, TN 37203-2427	615.322.2865
Education	Peabody Library 230 Appleton Place Nashville, TN 37203	615.322.8098
Law	Alyne Queener Massey Law Library 131 21st Avenue South Nashville, TN 37203	615.322.2568
Management	Walker Management Library 401 21st Avenue South Nashville, TN 37203	615.322.2970
Music	Anne Potter Wilson Music Library 2400 Blakemore Avenue Nashville, TN 37212	615.322.7695
Science & Engineering	Sarah Shannon Stevenson Science & Engineering Library 419 21st Avenue South Nashville, TN 37203-2427	615.322.2775
Special Collections and University Archives	419 21st Avenue South Nashville, TN 3720	615.322.2807

The Annette and Irwin Eskind Family Biomedical Library and Learning Center supports the education, research, and patient care mission of Vanderbilt University and the Vanderbilt University Medical Center. The library is open 7 days a week, with a current VU badge required during restricted hours. For more information, visit www.library.vanderbilt.edu/biomedical/about/. Other nearby libraries for study space are the

Science & Engineering Library, and the Central Library. For more information, visit www.library.vanderbilt.edu.

The holdings of the Jean and Alexander Heard Libraries system of nine libraries are represented in the electronic catalog accessible from the library web pages. There you will find a host of electronic databases and e-journals available across all of the disciplines of the university, with many specialized medical and scientific resources. Searches may be done within the libraries or from any computer (on or off campus) with internet access. Licensed databases can be accessed from off-campus via the university's proxy server. Interlibrary loan makes it possible to obtain materials not owned or licensed locally.

NEWS, PUBLICATIONS, AND MEDIA

Detailed information about the various publications, websites and videos produced by Vanderbilt University Division of Communications can be found at the [Communications and Marketing](https://www.vanderbilt.edu/communications/media.php) website. (<https://www.vanderbilt.edu/communications/media.php>)

Vanderbilt University School of Nursing publishes the following magazine and newsletter.

Vanderbilt Nurse Magazine

This bi-annual magazine is published by the Vanderbilt University School of Nursing in cooperation with the Office of Alumni Publications. Its purpose is to inform alumni, students, parents, faculty, and friends of the institution about programs, activities, and issues of interest. The most recent copy can be found at <https://nursing.vanderbilt.edu/news/vanderbilt-nurse-magazine/>.

The VUSN Newsletter

The Office of Student Affairs prepares a weekly electronic newsletter that offers a listing of VUSN events, lectures, scholarships, job opportunities, and general items of interest for our nursing students.

OFFICE OF STUDENT CARE COORDINATION (OSCC)

The Office of Student Care Coordination is committed to supporting undergraduate, graduate, and professional students in successfully navigating life events related to academic stress and/or medical, mental health, and/or other personal concerns that may interfere with a student's ability to achieve their academic and personal goals. This team of Care Coordinators is the central and first point of contact for students to help identify needs and determine the most appropriate resources in Vanderbilt's Student Care Network and in the Nashville community to address concerns. Student Care Coordinators work collaboratively with students to develop a student success plan, share education about and facilitate connections to appropriate on and off-campus resources, and provide accountability through supportive follow-

up meetings. Our goal is for students to have the right support, in the right place, at the right time. In addition, the Office of Student Care Coordination coordinates support for students returning from medical leaves of absence. Though staff typically have a background in mental health services, it is important to understand that work with a Student Care Coordinator is **not** counseling or therapy.

Many students face challenges during their educational experiences and each situation is unique. The Office of Student Care Coordination is the first step to determine where to go for the most appropriate support for your needs. Students are encouraged to visit www.vanderbilt.edu/carecoordination to complete an initial assessment and schedule an appointment to meet with a Student Care Coordinator. Students may also call 615.343.WELL (9355) or drop in to see a Student Care Coordinator, Monday-Friday 8 a.m. to 5 p.m. The Office of Student Care Coordination is located in Rand Hall, Suite 305.

ORIGAMI RISK - VUSN INCIDENT REPORTING

The reporting system is used (similar to the legacy Veritas system) to report any risk, professional liability or safety occurrence, observed by or involving a Vanderbilt University School of Nursing student, staff, or faculty member. Any type of incident may be reported including but not limited to risk management issues such as clinical related occurrences, student injury or near miss when in a clinical setting, bullying, incivility, and discrimination. There are other VUSN and VU resources available to resolve concerns related to programs of study and courses. Additional resources are listed in the *VUSN Student Handbook* section entitled VUSN: Academic Policies.

All reports entered into Origami Risk will be reviewed within a 48-hour period by VU risk management personnel and certain reports will trigger notification to additional departments, for example, Student Access Services, Equal Opportunity and Access, or Title IX. An aggregate report of VUSN incidents will be provided to Dean Pamela Jeffries.

It is important that all students, staff and faculty feel safe reporting any incident they desire without fearing retribution. It is the goal of the university to encourage reporting to best respond to perceived and actual risk occurrences. The VU Risk Management Office is available by emailing riskandinsurance@vanderbilt.edu or should you have any questions, contact us at <https://www.vanderbilt.edu/riskmanagement/PhoneList.php>.

To Enter the Origami Risk System

- Go to <https://www.vanderbilt.edu/riskmanagement/> and click on “Report a University Occurrence” on the right Quick Links.
- The system does not require sign in.
- Any anonymous report may limit the ability for follow up if additional information is needed.

To Complete a VUSN Incident

- From the Welcome Page, select “Submit a New Incident.” The first incident page will ask a series of questions designed to direct you to the appropriate type of report.

- If reporting an adverse occurrence or outcome in a clinical setting (patient), if there was an injury, select yes “Are you reporting an injury or illness...” and follow the prompts for selecting Employee or Non-Employee.
- If the reporter (student) experienced an injury or exposure in a clinical setting, select “yes” for injury. Faculty and Staff of VU will report work related injury (worker’s compensation) by selecting the checkbox “yes” for VU employee injury.
- On the Injury incident detail page, under “Specific Incident Type,” there is an option to select “VUSN Incident.” And in the injury type, multiple options including – *Maternal/Childbirth* (where applicable).
- If reporting an incident involving no bodily injury risk, select “No” and “YES” for “Did something else happen.” This will show the “other” incident type and then select the box.

Please enter a complete description of the event. This helps the Risk Management team assess and respond.

PARKING, VEHICLE REGISTRATION, AND ALTERNATIVE TRANSPORTATION

Parking space on campus is limited. All motor vehicles operated on campus at any time by students, faculty, or staff must be registered with VUPD Parking Services located at 111 28th Avenue South in the 2800 Building. Registration can be completed online and a fee is charged. Parking regulations are published annually and are strictly enforced. Bicycles should be registered with Vanderbilt University Police Department. More information is available at www.vanderbilt.edu/parking.

All graduate and professional students can ride to and from the Vanderbilt campus free of charge on Nashville’s Metropolitan Transit Authority buses or commuter train. To use this service, a valid student ID card is required for boarding the bus or train. For more details go to <https://www.vanderbilt.edu/movevu/transportation-options/>.

PROJECT SAFE CENTER

The Project Safe Center partners with students, faculty, and staff to create a campus culture that rejects sexual violence and serves as a resource for all members of the Vanderbilt community. Part of the Office of the Dean of Students, the Project Safe Center provides support to survivors of sexual harassment and intimate partner violence and engages the campus community in bystander intervention efforts and sexual misconduct prevention.

Project Safe offers bystander intervention training, an online prevention education module, and a variety of programs and presentations on consent, healthy relationships, sexual harassment and assault, dating/domestic violence, and stalking prevention. A 24-hour support hotline answered by Project Safe’s victim resource specialists is available at 615.322.SAFE (7233).

The Project Safe Center, located at Alumni Hall, Suite 300, is open Monday through Friday, 8:00 a.m. to 5:00 p.m. For more information, please call 615.875.0660 or visit www.vanderbilt.edu/projectsafe.

SARRATT STUDENT CENTER

The Sarratt Student Center offers a wide variety of activities for students, faculty, and staff. Programs include exhibits in the Sarratt Gallery, films in the Sarratt Cinema, art studios, the Overcup Oak restaurant and pub, and conference and meeting rooms available by reservation.

Hours of Operation:

Monday – Friday: 7am-9pm

Weekends: 8am-9pm

Students have 24/7 card access during all other hours.

Hours subject to change during the summer and academic breaks

The Sarratt Student Center sponsors many other events and activities throughout the year that enrich the cultural life of the University. The student-run Vanderbilt Programming Board offers various activities. The Sarratt Box Office, located on the first floor of Sarratt Student Center, sells tickets for most campus events and is a Ticketmaster outlet. Ticketmaster Box Office hours are 10:00 a.m. to 7:00 p.m. Monday – Saturday (hours are limited during breaks and the summer) and payment methods include cash, Commodore Card, Visa, and MasterCard. Tickets to most Vanderbilt events are significantly discounted for undergraduate and graduate students. Call the Sarratt Box Office at 615.343.3361 for information regarding upcoming events. For more information, go to <https://www.vanderbilt.edu/studentcenters/explore/virtual-tour/>.

STUDENT ACCESS SERVICES

Vanderbilt University strives to provide an accessible environment for all students; however, some barriers may arise for students with disabilities. If students anticipate needing a reasonable accommodation, they should visit **Student Access Services** (<https://www.vanderbilt.edu/student-access/>) and create an online profile via the Commodore Access Portal. Please note, only students who have accepted their admittance to Vanderbilt are able to request through the portal. On average, the process takes 5-10 business days; the process will be delayed if the student provides insufficient information. Detailed information regarding the process and information needed is below. Students may also visit the **Student Access webpage** (<https://www.vanderbilt.edu/student-access/>) or email us at studentaccess@vanderbilt.edu. We are located in the Baker Building, Suite 108 and open 8:00 am – 5:00 pm Monday – Friday.

Reasonable Accommodation Request Process

To request reasonable accommodations, students should submit their request via the Commodore Access Portal on the **SAS webpage** (<https://www.vanderbilt.edu/student-access/>). The portal will guide the student in completing the connection form (demographic information, accommodation request(s), and previous accommodation history) and request supporting documentation, if necessary. An Access Specialist will then review the connection form and documentation. Once reviewed, the Access Specialist will follow-up with the student to either request more information or request an orientation meeting. The orientation meeting usually lasts an hour and introduces the student to the SAS team and reviews student responsibilities and procedures. During the meeting, the access specialist will also show the student how to request an accommodation letter through the Commodore Access Portal. The letter will be sent electronically to the instructors of the students' choosing. The student must log in and send the letters each semester.

Reasonable accommodation arrangements are not retroactive. For example, if a student chooses not to submit their accommodation letter to the instructor, and then later changes their mind, the accommodation will not be implemented until the letter has been sent to, and discussed with, the instructor.

Accommodations

Student Access Services provides a wide range of reasonable accommodations to students with disabilities at Vanderbilt University. Accommodations are determined on an individual, case-by-case basis. Examples of accommodations include, but are not limited to, extra time on exams, technology for note-taking, priority registration, and alternate format class materials. In addition to academic accommodations, SAS also provides housing, dining, and transportation accommodations.

Documentation Guidelines

Student Access Services (SAS) provides reasonable accommodations based on the functional limitations a student experiences due to their disability and the barriers presented in the educational environment. Documentation varies based on diagnosis, medical professional, and disability type. Student Access requests that documentation submitted contain diagnostic information (such as date of original and most recent diagnosis, severity, and treatment, if appropriate) and the functional limitations, or how this diagnosis affects the student in a specific environment. Reasonable accommodations are determined individually, and on a case-by-case basis. Documentation should adequately verify the nature and extent of the disability in accordance with current professional standards and techniques. If the nexus is not made between the accommodation and the limitation, SAS will request additional documentation from the student. All documentation should be on letterhead and signed by the diagnosing professional.

Note: An Individual Education Plan (IEP) or 504 Plan from high school may show a history of accommodations; however, it does not typically provide the needed information such as diagnosis and functional limitations.

Admissions Information

All applicants go through the same admission review process and are admitted based on the quality of their academic record. As there is no separate admission process for applicants with disabilities, students with disabilities are competitively admitted to Vanderbilt University every year.

Federal law prohibits making preadmissions inquiry about disabilities. If a student believes, however, that some aspect of their academic record was affected by their disability, they may choose to share that with the Admissions Office. Information regarding disabilities, voluntarily given or inadvertently received, will not adversely affect any admission decision.

Temporary Support Services

Vanderbilt students who experience impairments that will temporarily restrict them on campus (broken bone, concussion, adjustment disorders, etc.), can contact **Student Access Services** (<https://www.vanderbilt.edu/student-access/>). Depending on the nature of the impairment, the student may be referred to their Dean or may be asked to provide verifying documentation (if the disability is not easily visible).

STUDENT CARE NETWORK

The Student Care Network is the holistic network of services and resources available to Vanderbilt University students pertaining to health and wellness. As an online resource portal, the Student Care Network website allows students to identify and access the services that best meet their needs. Resources are included for undergraduate, graduate, and professional students, as well as postdoctoral fellows. In addition to housing health and wellness resources, the website also contains detailed information about student health insurance and campus health and wellness initiatives. The Student Care Network is available to students to support their wellbeing and their care. www.vanderbilt.edu/studentcarenetwork.

STUDENT HEALTH SERVICES

The Student Health Center provides primary care services for students and is staffed by physicians, nurse practitioners, nurses, and lab technicians. The Student Health Center provides services similar to those provided in a private physician's office or HMO, including routine medical care, specialty care (e.g. nutrition and sports medicine), and some routine lab tests. Most of the services students receive at the Student Health Center are pre-paid, but those services that are not are the responsibility of students to coordinate with their health insurance.

The Student Health Center is open Monday through Friday from 8:00 a.m. to 4:30 p.m. Students can schedule an appointment by calling 615.322.2427 or go online to www.vumc.org/student-health/online-appointments. Students with urgent problems will be seen on a same-day basis. They will be given an appointment that day, or "worked in" on a first-come, first-served basis if no appointments are available.

Emergency consultations services (615.322.2427) are available 24-hours a day, 7 days a week from on-call professionals. For more detailed information on the services available at the Student Health Center and information on other health related topics, please visit the Student Health Center Web site at <https://www.vumc.org/student-health/welcome>.

TITLE IX AND SEXUAL MISCONDUCT

Vanderbilt prohibits all forms of sexual misconduct, including sexual harassment, sexual assault, interpersonal violence, and stalking. The University will take prompt and effective action to address all allegations of sexual misconduct and harassment.

Vanderbilt encourages anyone who has witnessed, experienced, or has information about possible sexual harassment or sexual misconduct to report the conduct (https://cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=3) to the Title IX and Student Discrimination Office (<https://www.vanderbilt.edu/title-ix/>). If in a position to do so, persons may take action to prevent or stop such actions, including direct intervention when it is safe and reasonable to do so. If involved in an emergency situation or to report a crime, contact the Vanderbilt University Police Department (VUPD) at **Emergency- 911** or **615.421.1911**. VUPD's Non-Emergency number is 615.322.2745.

Complaint procedures and information can be found here (https://www.vanderbilt.edu/student_handbook/sexual-misconduct/).

Student Discrimination

Vanderbilt University is committed to encouraging and sustaining a learning and work community that is free from prohibited discrimination, harassment, and retaliation. In compliance with federal law, including the provisions of Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, the ADA Amendments Act of 2008, Executive Order 11246, the Vietnam Era Veterans Readjustment Assistance Act of 1974 as amended by the Jobs for Veterans Act, and the Uniformed Services Employment and Reemployment Rights Act, as amended, and the Genetic Information Nondiscrimination Act of 2008, Vanderbilt University does not discriminate against individuals on the basis of their race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, military service, covered veterans status, or genetic information in its administration of educational policies, programs, or activities; admissions policies; scholarship and loan programs; athletic or other University-administered programs; or employment. In addition, the University does not discriminate against individuals on the basis of their gender expression.

UNIVERSITY CHAPLAIN AND RELIGIOUS LIFE

The Office of the University Chaplain and Religious Life functions in educational, spiritual, religious, and ceremonial capacities, providing individual spiritual/ pastoral counseling, a

bereavement support group, weekly religious services, spiritual study, interfaith dialogue, programs that are religious/spiritual and interdisciplinary, and venues for meditation, prayer, and reflection. For a complete listing of campus religious groups, resources, services, and programming opportunities, visit www.vanderbilt.edu/religiouslife.

UNIVERSITY COUNSELING CENTER

As a key component of Vanderbilt's Student Care Network, the UCC provides mental health assessment, support, and treatment for all students enrolled at Vanderbilt, including undergraduate, graduate, and professional students.

Highly skilled and multi-disciplinary teams of professionals offer crisis intervention, substance abuse counseling, short-term individual counseling, group therapy, biofeedback, ADHD and learning disorder assessments, and psychiatric assessment and pharmacologic treatment. Treatment plans are tailored to each individual's unique background and needs. UCC professionals support the University's mission of fostering inclusive excellence through cultural awareness and competence. In addition to regular hours and evening/weekend crisis response, the UCC offers various satellite services (<https://www.vanderbilt.edu/ucc/services/workshops/>) ranging from drop-in consultations to workshops.

- To access UCC services, visit the Office of Student Care Coordination's website at vanderbilt.edu/carecoordination or call the OSCC at 615.343.WELL (9355).
- For immediate crisis support during the day, please call 615.322.2571 or drop in during crisis care hours (M-F, 10am to 4pm).
- For immediate crisis support after business hours and on weekends, please call 615.322.2571 and press option #2 to speak with an on-call counselor.

VANDERBILT CARD SERVICES

The Commodore Card Office, located at 184 Sarratt Student Center, produces and distributes student ID cards. There is no charge for a new card – just a replacement. Students may add funds to their Commodore Card to pay for printing, campus dining, and vending machine goods.

New students will receive an email with instructions on how to submit a photo to be used for the Commodore Card. The photo will be uploaded to YES in August – so prior to this time you should not expect to view your photo online. For information regarding photo submission visit http://www.vanderbilt.edu/cardservices/photo_submit.php.

VANDERBILT UNIVERSITY RESOURCES

Vanderbilt University provides multiple resources for students and this information is located under the Student Services Enrollment Bulletin:

<https://www.vanderbilt.edu/enrollmentbulletin/student-services/>.

Student Services

[Bishop Joseph Johnson Black Cultural Center](#)
[Bookstore](#)
[Career Advising](#)
[Center for Student Wellbeing](#)
[Center for Teaching](#)
[Child and Family Center](#)
[Commencement](#)
[Commodore Card](#)
[Course and Teaching Evaluations](#)
[Dining on Campus](#)
[Emergency Preparedness](#)
[English Language Center](#)
[Equal Opportunity and Access Office](#)
[Global Education Office](#)
[Graduate Student Council](#)
[International Student and Scholar Services](#)
[Libraries](#)
[Margaret Cuninggim Women's Center](#)
[Office of Active Citizenship and Service](#)
[Office of Equity, Diversity, and Inclusion](#)
[Office of LGBTQI Life](#)
[Office of Student Leadership Development](#)
[Office of the University Chaplain and Religious Life](#)
[Office of the University Registrar](#)
[Parking and Vehicle Registration](#)
[Project Safe Center](#)
[Recreation and Wellness Center](#)
[Schulman Center for Jewish Life](#)
[Social Justice and Identity](#)
[Student Access Services Office](#)
[Student Employment](#)
[Student Health](#)
[Title IX Office](#)
[Transition Programs](#)
[Tutoring Center](#)
[University Counseling Center](#)
[Vanderbilt University Information Technology](#)
[Vanderbilt University Police Department](#)
[Writing Studio](#)

VUSN Academic Policies/Regulations

The following academic policies apply to all VUSN students. Academic regulations can be found in the VUSN Catalog at this link,

<https://www.vanderbilt.edu/catalogs/kuali/nursing.php#/content/60b6677adc4e73001c6709cf>.

ATTENDANCE AND ABSENCE POLICY

Students are expected to attend/participate in all courses regardless of educational format. The Brightspace Learning Management System serves as the record of student participation and attendance in the online course environment. For face-to-face classes, student participation during in-class academic activities verifies attendance. Course instructors may set specific policies about absences from their courses. The School of Nursing does not distinguish types of absences. An instructor is under no obligation to accommodate students who are absent or who miss academic work without prior notification and makeup arrangements.

Accommodation for observance of a religious holiday will be allowed but should be requested prior to the holiday. Students will be given the appropriate accommodation to complete the work missed within a reasonable time after their absence. Students are responsible for the academic consequences of absences from class, laboratory, or clinical.

A student whose lack of attendance has led to academic jeopardy is subject to the academic policies of VUSN. For tuition refund purposes, the last day of attendance is determined by review of the Brightspace Learning Management System for active participation and/or participation in a face-to-face class.

In the event of illness influencing a student's ability to participate in class or meet course requirements, communication with faculty is essential. A student who has been treated at the Student Health Center for a serious illness or injury may give the Student Health Center permission to notify the Assistant Dean of Students. A variety of options may be indicated including a Medical Leave of Absence.

AUDITING COURSES

Enrolled students may wish to audit courses in the School of Nursing for which they will receive no credit. A student must register to audit courses. Students auditing courses are subject to the following conditions:

1. The consent of the instructor must be obtained.
2. The instructor sets the conditions under which a course may be audited. Failure to meet those conditions is justification for withdrawal of the audit designation.
3. Auditing students can observe and listen during class. Online material is available for review.

4. Auditing students are not allowed to participate in class. This includes, but is not limited to, asking questions of the professor during or after class about the course, participating in group discussions (in class or online), or access to tests or other assessment materials.
5. Audits carry no credit and may not be applied toward the completion of an academic degree.

CHANGE OF COURSE

Change of Clinical Placement Site:

Policy

Clinical sites are chosen for their ability to provide students with clinical experiences consistent with course requirements and the mission of the school. The Clinical Placement Office works collaboratively with faculty, academic directors, and students to ensure all students have a productive clinical experience. Due to regulatory requirements or availability of preceptors, VUSN may not be able to accommodate specialty-level clinical placements in all areas of the country. VUSN will secure an appropriate clinical site but cannot guarantee that it will be in the location preferred by a student.

Some specialty-level clinical courses offer clinical placement sites outside of a 150-mile radius of the School of Nursing. These sites are referred to as located outside of middle Tennessee area (or OMTA) and require that students indicate their preferred state. At the time of application, prospective students indicate whether they are requesting an OMTA or MTA (middle Tennessee area) clinical placement.

Any change to MTA or OMTA status must be approved by the specialty faculty. Due to the competition for local placements, it is rare that students are allowed to switch to within the 150-mile radius (MTA status) if they have been admitted as located outside the Middle Tennessee area (OMTA status).

Steps

To request a change from MTA to OMTA or vice versa, the student is expected to:

- First discuss the request for a change with the specialty director and clinical faculty.
- If approved, complete a change in status form <https://nursing.vanderbilt.edu/students/current/pdf/status.pdf>.
- The student's clinical placement site is then updated in the student registration system and the clinical placement system. System changes typically occur within 48-72 hours.

If a student should have questions or concerns related to a clinical placement site, the student should contact the specialty clinical placement faculty coordinator and specialty director.

Change of Enrollment Status (e.g., Full-time vs Part-time):

A student may change the status of enrollment based on the following conditions.

- The enrollment status requested is available in the student's plan of study.
- The proposed change must be approved by the applicable Academic Director or Assistant Dean.

Steps

To request a change of status, the student is expected to complete the following steps:

- Meet with their faculty adviser.
- Submit a Change of Status Form to the Academic Director or Assistant Dean. <https://nursing.vanderbilt.edu/students/current/pdf/status.pdf>
- If the request is approved, the signed form is forwarded through other administrative channels for signatures.
- The student's status is updated by the Office of Enrollment Services.

Change in Program of Studies for NM/FNP MSN Students

Students admitted to the NM/FNP program have an option to complete MSN degree requirements at the end of December and change their program of study to progress seamlessly into the FNP Post-Masters certificate.

By November 1, the student must:

1. Contact Kristie Smith, Director of Financial Services, to investigate how, or if, the aid/loan package will change.
 - a. MSN scholarships cannot be used for Post-Masters study.
 - b. Federal loans can be applied to Post-Masters study.
2. Notify NM and FNP Specialty Directors of the intent to take this option.
3. Two forms must be completed:
 - a. Complete the Change of Specialty Form to drop FNP and complete the MSN in December, and complete the FNP program as a Postmaster Certificate Form at <https://nursing.vanderbilt.edu/students/current/pdf/status.pdf>.
 - b. Complete the Quick Admit Form at <https://divinity.vanderbilt.edu/admissions/Quick%20Admit%20Application.pdf> and send to the VUSN registrar at sara.a.donahoe@vanderbilt.edu.
4. Register for spring classes by November 30th.
5. **Implications for Commencement, Investiture & Pinning Ceremonies**
 - a. **Pinning - Student completing the MSN in NM and continuing in FNP in a PMC program of study:**
 - i. Will be invited to attend the December Pinning with other December MSN graduates.
 - ii. Will be invited to attend May Pinning ceremony to receive the FNP Postmaster Certificate.
 - iii. May defer attending pinning until May and receive both the pin and certificate concurrently.

- b. **Investiture and Commencement ceremonies:** MSN graduates are listed in the official Commencement program within the specialty completed. Completion of a specialty in the Postmasters Certificate program, in this case FNP, will not be listed in the Commencement program.

Change of Specialty (MSN/PMC)

Students are admitted to specific specialties in the MSN and PMC programs. Requests for a change in specialty are evaluated on a case-by-case basis, and a change in specialty is not guaranteed.

Steps

1. No requests are considered until *at least one semester of coursework is completed* and final grades have been received.
2. A student interested in requesting a change in specialty should contact the Assistant University Registrar, room 173, School of Nursing, 461 21st Ave South, Nashville, TN 37240 for the required form.
3. After February 1, the student notifies the *current* specialty director that a change is requested and schedules an appointment to discuss the reasons for requesting a change. The student must obtain the current academic director's signature and retain a copy of the form to be used in step 4.
4. By March 1, schedule an appointment with the *appropriate* academic director to discuss career goals and obtain a signature confirming the discussion.
5. By March 1, submit signed form & documents listed below to the Assistant University Registrar, room 173, School of Nursing, 461 21st Ave South, Nashville, TN 37240.

Required Documents

- Revised statement of purpose for the *newly requested* specialty.
- If applicable, indicate preference for clinical. If so, give tentative agency and city/state of the desired distance clinical site. Do **not** contact the agency.
- If no full-time space is available, indicate your willingness to change to part-time status or take a leave of absence.
- Submit an updated letter of reference from a VUSN clinical instructor in an area closely related to the requested specialty. Either a narrative letter or recommendation form provided by the Assistant University Registrar is acceptable.
- Submit all the documents at the same time in one packet.
- Every effort will be made to notify students by April 1 regarding whether the requested change has been approved.

Dual Specialty Students

- A meeting and signatures of both academic directors is required to add or drop one of the specialties or to change from a single specialty to a dual specialty.

Dropping a Course

Policy

- The first five class days of the semester are allocated for necessary changes of courses.
- Courses may be dropped without entry in the final record within the student change period.
- Dropping a course may affect the sequencing of the program of study and may change the student's expected date of completion of the course work.

Withdrawing from a Course:

Policy Overview

- Students may withdraw from courses and receive the grade W (withdrawal) prior to the date published in the School of Nursing Calendar for each semester less than half of the course completion.
- If a Vanderbilt course is taken outside the School of Nursing, grade regulations of the appropriate school will apply.

Student Withdrawal from the School of Nursing

A student may voluntarily withdraw from VUSN after completing the [Student Withdrawal from the University Form](https://nursing.vanderbilt.edu/students/current/forms.php) (<https://nursing.vanderbilt.edu/students/current/forms.php>). Once a student withdraws, the student is not permitted to attend classes or use school services. Course withdrawal policies may apply. A student may withdraw and receive the grade W (Withdrawal) in accordance with the date published in the School of Nursing calendar. A student may withdraw from Vanderbilt University after the published date in the School of Nursing calendar or after the courses are half completed. However, the student will receive a grade of F (Failing) in all enrolled courses except in extenuating circumstances. If the student withdraws, they may be considered for readmission by completing the application process. If the student withdraws after courses are completed (with final grades pending or posted) the Student Admission and Academic Affairs committee will still review the completed semester and applicable academic action will apply.

CORE PERFORMANCE STANDARDS

Essential eligibility requirements for participation and completion by students in the nursing program include the following core performance standards:

1. *Intellectual:* Ability to learn, think critically, analyze, assess, solve problems, and attain clinical and academic judgment.
2. *Interpersonal:* Interpersonal ability sufficient to appropriately interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
3. *Communication:* Ability to speak and write with accuracy, clarity and efficiency in English and in computer-assisted formats.
4. *Mobility:* Physical abilities sufficient to move from room to room and maneuver in small spaces.

5. *Motor skills*: Gross and fine motor abilities sufficient to provide therapeutic nursing interventions that are safe and effective and that maintain safety and security standards.
6. *Hearing*: Auditory ability sufficient to monitor, assess and respond to health needs.
7. *Visual*: Visual ability sufficient to distinguish colors, monitor, assess, and respond to health needs.
8. *Tactile*: Tactile ability sufficient to monitor, assess, and respond to health needs.
9. *Olfactory*: Olfactory ability to monitor, assess, and respond to health needs.
10. *Judgmental*: Mental and physical ability to demonstrate good judgment in decision-making in order to maintain safety and security of patients and to behave appropriately with patients, staff, students, supervisors and faculty.
11. *Affective*: Emotional stability and the capacity to be accountable and to accept responsibility.

All students enrolled in the MN, MSN, DNP degrees, or post-master's certificate program must satisfactorily demonstrate these competencies in the didactic, laboratory, seminar, and clinical practice courses throughout their program of study. To promote student and patient safety, students are required to inform the Office for Student Affairs if there are changes in health status that may affect the student's ability to demonstrate these competencies (with or without a reasonable accommodation on the basis of disability). If a student experiences a change in health status, a medical clearance may be required as determined on a case-by-case basis.

GRADING SYSTEM

All work is graded by letters, interpreted as follows:

Letter Grade	Numerical Equivalent	Quality Points
A+	97-100	4
A	93-96	4
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2
C-	70-72	1.7
F	69 or below	0

All letter grades are counted in the computation of grade point averages, including courses taken outside of the required plan of study. F grades are counted in the computation of grade point average unless the same course is repeated at Vanderbilt University and completed with a passing grade.

Academic Standing:

All enrolled students are required to maintain good academic standing. Good academic standing is defined as all the following:

- a semester GPA of 3.0 or higher;
- a cumulative GPA of 3.0 or higher;
- all grades B- or higher; and
- all grades Satisfactory.

Academic standing may also be altered by failure to maintain up-to-date documentation of student enrollment requirements (e.g., license, health requirements) or by unlawful conduct during enrollment.

Please note that students who receive federal student financial aid may be required to meet different or additional requirements of “satisfactory academic progress” for financial aid purposes. For more information, please see <https://www.vanderbilt.edu/enrollmentbulletin/financial-information/satisfactory-academic-progress-standards/>.

Certification in DNP Program

DNP students who are APRNs must be certified in their APRN specialty prior to enrolling in NURS 8105: DNP Integrative Application of Evidence-Based Practice. Nursing Healthcare Leadership and Nursing Informatics specialties do not require certification.

Clinical Course Grades

- Clinical performance must be at the passing or satisfactory level regardless of grades earned on other course assignments within the same clinical course. If a clinical performance is evaluated as failing or unsatisfactory, the overall course grade will be failing regardless of other course assignment grades.
- A student who has not satisfactorily completed a clinical course for a period of more than two semesters must successfully complete a one-credit hour clinical independent study to ensure clinical competence and readiness before being permitted re-entry into the clinical direct-care environment.
- The requirement for the one-credit hour independent study does not apply to students enrolled in Nursing and Healthcare Leadership or Nursing Informatics specialties.

Incomplete Course Grade

Policy

An incomplete grade noted as an “I” is a temporary grade for a student who meets the following criteria:

- Requires additional time to complete required course work after the conclusion of a course. It is not to be used for correction of unsatisfactory course performance.
- Demonstrates ongoing and timely communication during the course with the course coordinator.
- Obtains approval from the course coordinator for an incomplete grade (see steps below). Petitions for an incomplete course grade must be submitted to the course coordinator prior to grades being due for the semester.
- Completes a new contract with the course coordinator if an extension of the original contract is necessary.
- Understands that a pending incomplete grade in a prerequisite course for a course in the next semester may result in a change of progression.

All course requirements must be submitted for grading no later than the end of the next enrolled semester or the grade will automatically be converted to an F. (If a Leave of Absence is taken in the following semester, the grade of "I" must be removed by the end of the next enrolled semester.)

Steps

To petition for an incomplete grade, the student must complete the following steps:

1. Submit a petition (written request) that: (a) Presents the unforeseen and/or extenuating circumstances that have prevented them from completing course work on time to the course coordinator, and (b) Demonstrates to the course coordinator that a substantial portion of the course and the course work have been completed and of passing quality. Whether to grant a request is the discretion of the course coordinator.
2. If approved by the course coordinator, confer with the course coordinator to determine an agreed upon date to complete all course work and submit the Contract for Incomplete Grade to the Office of Enrollment Services. The form is located at: http://nursing.vanderbilt.edu/students/current/enrollment/student_forms.php.
3. The student must submit all course assignments by the contract expiration date or complete a new contract with the course coordinator if an extension of the original contract is necessary.
4. The course coordinator calculates the final grade and completes the electronic Change of Grade to replace the “I” with the final course grade. Note that change of course work assures no specific grade for the course (or any individual assignment).

Incomplete Grade in Clinical Courses

A student receiving a grade of an I in a clinical course must register for zero hours of NURS 5999 Clinical Continuation if the student is not enrolled in any other courses. Tuition is charged at a rate of \$200. This charge does not apply to NURS 8105, DNP Integrative Application of Evidence-Based Practice.

Pass/Fail or Satisfactory/Unsatisfactory Grades:

The grades Pass/Fail and Satisfactory/Unsatisfactory are not counted toward grade point averages. They are considered in academic performance and progression.

Repeat Coursework

Students are required to earn a grade of B– or higher or a grade of Satisfactory in all required courses (including elective courses required within a program of study). If a grade of less than a B- or a grade of Unsatisfactory is earned, the course must be repeated.

- Only one nursing course may be repeated one time. A student may only register for the same course twice. If the course is not successfully completed after the second registration, a third registration is not permitted (and the student may be subject to dismissal from the program). Course withdrawals count in the number of times a student may register for a course.
- Only the most recent grade counts in calculation of the grade point average.
- If a grade less than a B- is earned in a required elective course and another (different) elective course is taken to replace a required elective, the grade of the initial elective will continue to average in the GPA.
- A course taken at VUSN may not be repeated outside VUSN for credit toward the degree.
- Due to the sequential nature of nursing courses, repeating a course may necessitate dropping to a part-time program of study.
- Courses taken for a letter grade may not be repeated on a pass/fail basis, nor may a grade indicating withdrawal or incomplete work be counted in place of a letter grade.
- Students may not repeat a course already successfully completed during the current academic program.

Late Submissions:

Course assignments must be turned in by the date specified by the syllabus or instructor. The grade for work not done in compliance with this policy is a zero unless an extension has been granted in advance. Commonly five points per day will be deducted for work submitted after the assigned due date, but the deduction depends on the assignment, course syllabus, and decision between the faculty and student.

The student must present a petition for a course assignment extension to the course coordinator or instructor at least one day before the work is due, and the petition must be endorsed by the instructor. The course faculty/coordinator will deny or approve the request. If approved, the course faculty/coordinator and student negotiate a revised due date.

Probation/Dismissal:

The academic performance of students is reviewed by the MSN and DNP Student Admission and Academic Affairs (SAAA) committees at the end of each semester. Academic performance of students in a Postmaster's Certificate (PMC) program will be reviewed by the MSN SAAA committee. Academic performance of students completing a BSN to DNP or a PMC during a DNP program of studies will be reviewed by the DNP SAAA committee.

The committee, on the recommendation of the student's instructors, academic director, and/or academic adviser, promotes only those students who have demonstrated personal, professional, and intellectual achievement consistent with faculty expectations at the student's particular stage of professional development. If a student is deficient in a major area, the committee will review the student's total program performance.

Students will be placed on probation if:

- A semester GPA is less than 3.0.
- For DNP students only: a grade of Unsatisfactory or a grade less than a B- is earned, regardless of the semester or cumulative GPA.

Additional guidelines:

- For MN, MSN, and PMC students: if a grade of Unsatisfactory or a grade less than a B- is earned, but at least a 3.0 semester and cumulative GPA is maintained, the course must be repeated (refer to good academic standing policy) but the requirement to repeat the course will not result in probation.
- A student may be placed on probation only once during the entire program of study.

Students will be dismissed if:

- Previously placed on probation and the student's record warrants another probation. A student may be placed on probation only once during their entire program of studies.
- A second course grade (may be a repeat course or a second course) is an Unsatisfactory or less than a B-.
- Unsatisfactory progress toward the degree is being made and improvement is judged unlikely.

When a student is placed on probation or dismissed, letters are sent to the student, the student's adviser, and the academic director. If a student cannot improve their grade point average because the needed course cannot be repeated in the following semester, the student will be continued on probation if satisfactory completion of the course in a subsequent semester will give the student at least a 3.0 cumulative grade point average.

Time Frame for Completion of Program

Degree requirements must be satisfied within a specified time period regardless of full- or part-time status and including leaves of absence. Please see the VUSN Catalog <https://www.vanderbilt.edu/catalogs/kuali/nursing.php#/content/60b6677adc4e73001c6709cf> for details.

REGULATIONS: APPEAL PROCESS FOR MN, MSN, OR DNP SAAA COMMITTEE PROBATION / DISMISSAL DECISIONS

Grounds for Appeal:

Any VUSN student who has been subject to academic action (i.e., probation or dismissal) by the Student Admissions and Academic Affairs (SAAA) Committee may petition for a review of the determination based on at least one of the following grounds:

- The academic action was not applied according to the published academic policies.
- There was insufficient information to support the determination of the SAAA Committee.
- New information that was not reasonably available for the initial presentation to the SAAA Committee has been made available, and the introduction of which may affect the Committee's determination.

Steps for Submission of an Appeal:

1. A petition for appeal, written and signed by the petitioner, must be submitted via an e-mail to the Senior Associate Dean for Academics. The petition for appeal must be received no later than 1700 on the tenth (10th) calendar day following the date that the petitioner was formally notified of the SAAA committee determination. Written petitions should not exceed five (5) double-spaced pages with one (1) inch margins and twelve (12) point font. A maximum of 3 attachments may be included.

The petition for appeal must include all the following:

- A statement of the grounds for appeal.
 - A supporting statement of explanation.
 - Copies of all evidence, specific to the appeal, the petitioner desires to be reviewed.
2. Upon receipt of the petition, the Senior Associate Dean for Academics will notify the SAAA Committee Chair of the petition.
 3. The Senior Associate Dean for Academics will designate an appellate reviewer who has served as a past chair or previous member of SAAA and is not currently serving on the SAAA committee. The Senior Associate Dean will send the following documents to the appellate reviewer: a copy of the petition and supporting documents submitted by the petitioner, relevant portions of the VUSN Catalog and Student Handbook, and the petitioner's VUSN academic record.
 4. The appellate reviewer's consideration of the appeal will be conducted in accordance with the standards of review and must be based only on the petitioner's written statement of the grounds for appeal, the petitioner's supporting explanation, evidence submitted by the petitioner, the VUSN academic policies, and the petitioner's academic record at VUSN. Academic policy changes that were implemented after the SAAA Committee decision cannot be considered in the appeal. The appellate reviewer will conduct a review in a timely manner to determine whether the petition sets forth a basis sufficient to provide the review sought by the petitioner.

5. Following the completion of the review process, the appellate reviewer sends their written decision to the Senior Associate Dean for Academics.
 - If the reviewer determines one of the three grounds for appeal was met, the reviewer will remand the case back to the SAAA Committee for additional consideration.
 - If the reviewer finds insufficient evidence for appeal, the reviewer will affirm the findings of the SAAA Committee.
6. Upon receiving the response from the appellate reviewer, the Senior Associate Dean for Academics notifies the petitioner and the SAAA Chair of the appellate reviewer's decision and rationale for the decision.
 - If the appellate reviewer affirms the SAAA Committee decision, no further action is taken.
 - If the appellate reviewer remands the case back to the SAAA Committee, the SAAA Chair will present the case to the SAAA Committee for additional review and decision. The SAAA Chair will provide the Committee's decision to the Senior Associate Dean for Academics. The Senior Associate Dean will notify the petitioner of the decision.
7. If the petitioner is unsatisfied with the decision rendered by the appellate reviewer or the SAAA Committee, the petitioner may initiate an appeal process by submitting a written and signed petition to the Dean of the School of Nursing using the same ground(s) for appeal. The petition for appeal must be received no later than 1700 the tenth (10th) calendar day following the date that the petitioner is formally notified of the determination of the appellate review or SAAA Committee review (depending on which decision is being appealed).

Readmission:

- An individual who has previously withdrawn or been dismissed may apply for readmission after at least one semester post withdrawal or dismissal. The individual applying for readmission must complete a new online application available at <https://apply.vanderbilt.edu/apply/>. An individual reapplying for readmission should address the reason(s) that they left Vanderbilt and present a plan specifying the changes that they made in order to ensure academic success.
- The MN, MSN, or DNP Student Admissions and Academic Affairs (SAAA) Committee will consider an application for readmission on presentation of substantial evidence of a responsible and successful period of work or study post dismissal.
 - There is no guarantee that a student will be readmitted. Readmission will depend on (a) evaluation of the likelihood of the applicant's successful performance in succeeding work; (b) the strength of the application; and (c) available program space.
 - If the applicant had an academic performance that led to the withdrawal or dismissal and is offered re-admission, the individual will be readmitted on academic probation.
 - If additional course(s) have been completed since the applicant was last enrolled at VUSN, the applicant must provide an official transcript of all completed course(s).

Readmitted students must complete a new background check.

Progression Requirements:

- Most required MN, MSN, PMC, and DNP nursing courses are sequential, and a student who fails to pass such a course cannot progress in the nursing curriculum until the course has been successfully completed. This means that a student may not be permitted to take any other coursework until the course has been successfully completed.

- Students must hold an active Tennessee nursing license or an unencumbered registered nurse's license in the state where the student is completing specialty clinical training.

Change in Level

PreSpecialty: To progress from the MSN generalist component to the MSN specialty nursing component, students who entered with a degree in a field other than nursing must:

- Complete all required courses with grades B- or higher.
- Earn at least a 3.0 cumulative grade point average for the PreSpecialty component of the MSN (and a 3.0 by the end of the MSN).
- Must pass the NCLEX-RN® exam before taking specialty level clinical courses and no later than the end of the second semester of the specialty curriculum (whether full- or part-time).

Specialty students who do not pass the NCLEX-RN® exam by the end of the second semester of the specialty must take a Leave of Absence (LOA). The student can return after passing the NCLEX-RN® exam and in accordance with the LOA policy.

ASN to MSN: To progress from the ASN to MSN curriculum to the specialty curriculum, students must:

- Complete all required courses with grades B- or higher, and
- Earn at least a 3.0 cumulative grade point average (in the PreSpecialty component of the MSN).

COMPLAINT PROCESS

One of the goals of VUSN is to provide an environment that promotes learning and fair treatment. Situations may arise where a student (or former student) believes they have not been given fair treatment or has a complaint about the performance, action, or inaction of a member of the staff or faculty affecting the student during the period of their enrollment.

Faculty and staff members welcome the opportunity to work with a student or former student who has a concern or complaint.

Complaints addressed under this VUSN Complaint Process may be categorized as being: 1) **grade-related**; or 2) **non-grade** related complaints, in each case that are not addressed through other processes at the University. Students should refer to the University Student Handbook (https://www.vanderbilt.edu/student_handbook/university-policies-and-regulations/#complaint-and-grievance-procedures) for a list of decisions and student concerns that are not addressed under this VUSN Complaint Process because they may be addressed through other processes at the University.

Early identification and communication often result in timely and effective resolution. School of Nursing resources, such as the student's faculty advisor, academic director, Academic

Assistant Deans, Assistant Dean for Student Affairs, Associate Dean for Strategic Enrollment or Assistant Dean for Equity, Diversity, and Inclusion are available to discuss student concerns or refer students to the appropriate school or university resource(s). Students may also choose to report complaints in the Origami reporting system electronically; refer to the "**Origami Reporting System**" section in the *VUSN Student Handbook*

(<https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf>) for more information.

When a complaint is not addressed through other University processes, students who decide to proceed with a complaint within VUSN should follow the **complaint process** described below.

At no point during any process should the student fear any form of retaliation. If a possible concern related to safety or retaliation arises, the student may submit an oral or written complaint directly to the Office of the Senior Associate Dean for Academics.

Steps

1. In most cases, students should direct complaints to the person or persons whose actions or inactions have given rise to the complaint. The complaint may be communicated verbally or in writing (including via email). Written documents should not exceed five (5) double-spaced pages with one (1) inch margins and twelve (12) point font and may include a maximum of three (3) attachments.
2. Timeline for initiating a complaint:
 - o *Grade-related academic complaints* must be initiated within 10 calendar days of the date the grade in question is posted.
 - o *Non-grade related complaints* must be submitted no later than 90 days after the event occurred or 10 calendar days after the last day of semester in which the event occurred, whichever is later.
3. The person or persons notified of the complaint should make every effort to resolve the problem fairly and promptly (usually within 30 calendar days) and will issue a written decision to the student.
4. If the student's complaint cannot be resolved, the student may request further review of the complaint through the next appropriate level of academic or administrative leadership. A graphic representation of academic or administrative leadership progression within VUSN is depicted in Figures 1 and 2. A request to appeal the complaint to the next academic or administrative leadership person should be submitted in writing (email is acceptable) within 10 calendar days of the decision. The request for review should generally be no more than five (5) double-spaced pages with one (1) inch margins and twelve (12) point font and may include attachments (such as the original complaint and associated documentation). The VUSN administrator will request any relevant documentation from the previous process. The administrator should make every effort to resolve the issue fairly and promptly (usually within 30 calendar days) and will issue a written decision to the student.
5. If the student timely seeks further review, Step 4 may be repeated at each successive academic or administrative leadership level within VUSN (see Figures 1 and 2). At each level, the relevant administrator will confirm that the student has exhausted the previous process steps before reviewing the complaint. If the complaint ultimately is escalated to the Provost, the decision of the Provost is final with the exception of complaints that are subject to the University Grievance Procedure

https://www.vanderbilt.edu/student_handbook/university-policies-and-

[regulations/#complaint-and-grievance-procedures](https://www.vanderbilt.edu/student_handbook/) described in the University Student Handbook (https://www.vanderbilt.edu/student_handbook/).

Figure 1. Grade-Related Academic Complaints

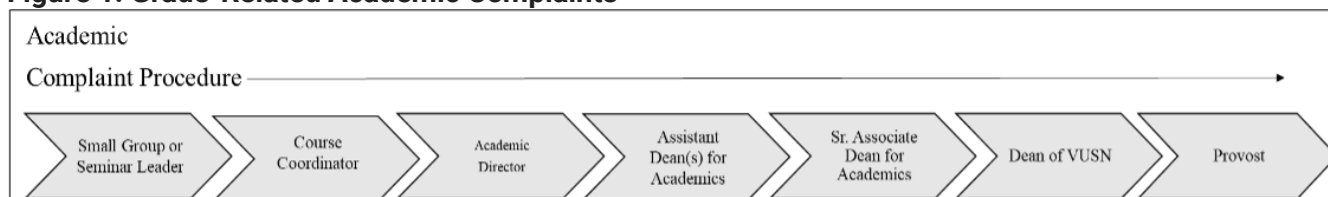
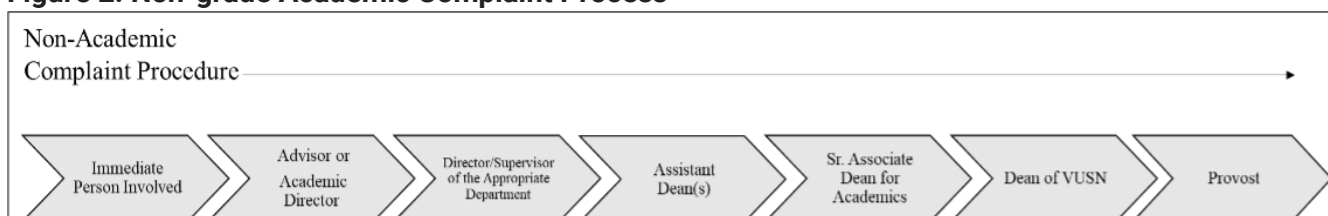


Figure 2. Non-grade Academic Complaint Process



A student or former student who believes that they have not received appropriate redress through the VUSN Complaint Process may file a grievance with the Office of the Chancellor on certain grounds set out in the University's Student Grievance Procedure. Refer to the **University Student Handbook** (https://www.vanderbilt.edu/student_handbook/) for details about that procedure.

LEAVE OF ABSENCE POLICY

A student may request to take a leave of absence (LOA) from their course of study if they have completed one semester of their program of study and are in good academic standing.

Policy Overview

- A LOA can only be requested after successful completion of one semester of coursework and the student must be in good academic standing.
- A LOA is granted for a minimum of one semester. The total length of time on leave may not exceed three semesters during the entire plan of study. Approved LOA semesters can be sequential or non-sequential.
- A LOA is approved by the Academic Director and the Senior Associate Dean for Academics.
- Time spent on a LOA is included in the total time taken to complete the degree.
- Students in any VUSN academic program must take a LOA if they are not enrolled in coursework during a semester. The only exception is during the ASN-MSN curriculum. (There is no coursework during the summer until specialty courses begin. These summers do not require a LOA.)
- Students who have not satisfactorily completed a course with a clinical component for more than two semesters must take a 1-credit-hour clinical independent study when the student returns from LOA in order to ensure clinical competence. The requirement for the one-credit hour independent study does not apply to students enrolled in the Nursing and

Healthcare Leadership, Nursing Education, Nursing Informatics specialties or the DNP Program.

- A student on a LOA is required to notify the VUSN Office of Enrollment Services of plans to return to school.
- Students who do not comply with the LOA policy may be administratively withdrawn from Vanderbilt University School of Nursing.

Steps

To request a LOA, a student is expected to complete the following steps:

- Contact the Academic Director and the Director of Student Financial Services to discuss implications of taking a LOA.
- Submit a Leave of Absence Form to the Academic Director.
<https://nursing.vanderbilt.edu/students/current/pdf/leave.pdf>

Leave of Absence Re-Entry

To inform VUSN of readiness to return, the following steps must be completed:

- At least sixty days prior to a LOA re-entry, the student contacts the Academic Director to determine or verify the remaining course-of-study.
- The Academic Director e-mails the student and the Office of Enrollment Services about the remaining course-of-study.
- The student updates all school compliance requirements with the VUSN Compliance Officer. <https://nursing.vanderbilt.edu/clinicalplacement/currentstudents.php>
- The student clears all account holds and registers for classes.
- The student contacts the Director of Financial Services as needed.

MEDICAL LEAVE OF ABSENCE POLICY

Students may experience life situations, or medical, and/or psychological conditions that significantly interfere with their academic and personal success. A medical leave of absence is intended to provide students with the opportunity to fully attend to their health and wellbeing, away from the stress associated with campus and academic life. A student who is temporarily unable to continue their course-of-study due to a medical reason may request a medical leave of absence (MLOA) from VUSN.

Steps

In addition to the LOA process, the following steps are required for a MLOA approval:

- Dean of Students MLOA process.
<https://www.vanderbilt.edu/carecoordination/sample-page/medical-leave-of-absence/>
- The Senior Associate Dean for Academics approves the MLOA request and forwards the signed form to the student, the Office of Student Care Coordination, and the Academic Director.
- The Office of Student Care Coordination acknowledges the student's approval for a MLOA.

Medical Leave of Absence Re-Entry:

In addition to the LOA re-entry, students on a MLOA are expected to complete the steps outlined at the following VU website: <https://www.vanderbilt.edu/carecoordination/sample-page/medical-leave-of-absence/>.

MEETINGS WITH FACULTY AND ADMINISTRATORS

Faculty and administration welcome the opportunity to meet and discuss academic practices and progress with students. To maintain focus on the student's academic experience, third parties such as spouses, partners, parents, family members, friends, or other students typically will not be allowed to attend. No audio or video recordings of these meetings are allowed. Students may be permitted to have an academic adviser or the Assistant Dean for Student Affairs present when the meetings are a part of the University's Student Accountability process, the Honor Council process, or under the Sexual Misconduct and Intimate Partner Violence policy, subject to the parameters and expectations outlined in the applicable policies.

- For questions related to requests for educational records, please refer to the "Student Records" section of the catalog.
- Any exceptions to policies set out in the VUSN catalog which are related to a medical condition/disability should be directed to the university's Student Access Services office as a request for a reasonable accommodation: <https://www.vanderbilt.edu/student-access/>.

TRANSFER OF CREDIT

Policy

A student who seeks transfer credit must submit the request to the Assistant University Registrar/Director of Nursing Student Records at least six weeks before the course for which the transfer credit would replace begins. Courses are evaluated for transfer credit only after the student has been admitted to a degree or certificate program. Transfer credit is granted on a course-by-course basis, approved for a maximum of six credit hours and considered only for courses in which the student earned a B- or higher. If VUSN grants transfer credit, only the credit hour value, and not the grade, will be posted to the student's Vanderbilt transcript.

Transfer credit is evaluated based on VUSN course equivalent content (for required courses), credit allotment, and satisfactory completion. The faculty course coordinator and the academic director of the student's program approve transfer credit.

Courses completed to satisfy degree requirements in a previous program of study cannot be used to satisfy degree requirements for the current MN, MSN, PMC, or DNP program.

For transfer credit, the course work must be:

- Completed within the last five years
- Prior to enrollment at VUSN
- At the same academic level (equivalent master's or equivalent doctoral level), and
- From a regionally accredited institution or from an ACEN- or CCNE-accredited institution

Steps

For transfer credit to be awarded, the following steps must occur:

1. The student e-mails the Assistant University Registrar/Director of Nursing Student Records all the following:
 - Signed and completed petition indicating the information is truthful and accurate. <https://nursing.vanderbilt.edu/students/current/pdf/transferecredit.pdf>
 - Course syllabus (must include course content) from the semester and year enrolled.
 - Official transcript showing the final course grade of a B- or higher.
2. The Office of Enrollment Services will petition the faculty who coordinates the VUSN equivalent course for the petitioned credit and oversee the remainder of this process.
3. Following review of the evaluation process, the Office of Enrollment Services will e-mail the student the petition form and add the course credit to the student's VUSN transcript, if approved.

Honor Code

STATEMENT OF THE HONOR CODE

"Vanderbilt University students pursue all academic endeavors with integrity. They conduct themselves honorably, professionally and respectfully in all realms of their studies in order to promote and secure an atmosphere of dignity and trust. The keystone of our honor system is self-regulation, which requires cooperation and support from each member of the University community."

The Vanderbilt Honor System was instituted in 1875 when the first final examinations were administered by the University. Dean Madison Sarratt summarized the system as follows, "Let every individual who contemplates entering Vanderbilt University ask himself/herself/themselves first this important question: 'Am I strong enough to give my word of honor and then live up to it in spite of every temptation that may arise?'"

The purpose of the Honor Code is to preserve and promote academic integrity. Ideally, a student's personal integrity is presumed to be sufficient assurance that in academic matters one does one's own work without unauthorized help from any other source. The Undergraduate Honor Council and the Graduate and Professional School Honor Councils are organizations that seek to preserve the integrity of the Honor Code at Vanderbilt University. Each council aims to secure justice for any student under suspicion of dishonesty, to vindicate his/her/their name if innocent and, if guilty, to protect the honor and standing of the remaining students.

The Honor Code is only one of the elements provided to Vanderbilt students to aid in the development of creative thinking, intellectual maturity, and personal accountability, with respect for honesty, integrity, and truth. The goal of the Honor System is to have all students leave Vanderbilt not only as graduates, but also as citizens of integrity.

All nursing students are required to acquaint themselves with the provisions of the Honor Code through the information in the School of Nursing [VUSN Student Handbook](https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf). (<https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf>)

Nursing students are subject to the jurisdiction of the Honor Council of the School of Nursing. Students are responsible for obtaining from their professors an explanation of the freedom they may exercise in collaboration with other students or in use of outside sources, including:

- The student's own work prepared and submitted for another course;
- Assignments that permit students to discuss the assignment or to collaborate, including during group study sessions;
- All limitations placed on take-home examinations, including use of class or outside materials or discussion with classmates;
- Use of examinations or other materials from previous sections of the class; and
- Use of Internet or other electronic resources, including proper attribution.

In the event that a student does not obtain a clear explanation of the application of the Honor Code from an instructor in any class, the student must assume that the Honor Council will follow the strictest interpretation of the Honor Code with respect to that class. **Ignorance of the Honor Code is not a valid excuse for violating it.**

Cheating, plagiarizing, or otherwise falsifying results of study is prohibited. The Honor Code applies not only to examinations, but also to all work handed in (including drafts), such as papers, reports, solutions to problems, tapes, films, recordings, and computer programs. The System also applies to any act that is fraudulent or intended to mislead the instructor, including falsifying records of attendance for class, for events for which attendance is required or for which class credit is given, or for internships or other work service. Work in all courses – including those that involve, in whole or in part, online learning – is subject to the provisions of the Honor Code.

Nursing students are expected to become familiar with the [VUSN Student Handbook](https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf) (<https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf>), available online prior to the beginning of fall semester classes, which contains the constitution and bylaws of the Honor Council. Staff in the Office of Student Accountability, Community Standards, and Academic Integrity handle all non-academic misconduct issues.

Faculty may issue a personal warning to the student suspected of academic dishonesty; however, the option of warning the student personally is open to the faculty member only in the event of a minor suspicion and/or if sufficient evidence of misconduct is not available. The flagrancy of the violation determines which course of action the faculty member is expected to follow. Refer to Faculty Manual: <https://www.vanderbilt.edu/faculty-manual/part-iii-university-principles-and-policies/ch9-honor-system/>.

HONOR CODE APPLIED TO PREPARATION OF PAPERS

Nursing students should refer to the [Undergraduate Student Handbook](https://www.vanderbilt.edu/student_handbook/the-honor-system/#the-honor-code-applied-to-preparation-of-papers) (https://www.vanderbilt.edu/student_handbook/the-honor-system/#the-honor-code-applied-to-preparation-of-papers) for detailed explanation of what constitutes plagiarism and proper citation. **Material found on websites or other Internet sources can—and should be—cited. Students should consult a citation manual or the course instructor for the appropriate format.** For further information about citation styles, refer to the Jean and Alexander Heard Library's online guide to [Plagiarism, Citation, Copyright, and Fair Use](https://researchguides.library.vanderbilt.edu/c.php?g=68598&p=444290). (<https://researchguides.library.vanderbilt.edu/c.php?g=68598&p=444290>)

All nursing students are required to provide documentation of satisfactory completion of the Plagiarism Tutorial as part of new student requirements.

Any student who is uncertain about the application of the plagiarism and citation rules should consult the instructor. A student who plagiarizes out of ignorance is still guilty of an Honor Code violation.

HONOR CODE APPLIED TO TESTS, EXAMINATIONS, AND OTHER EXERCISES

Students are on their honor not to ask for or give information pertaining to any portion of an examination before or after they have taken it, in such a way as to gain or give an advantage over other students.

The pledge whether handwritten or acknowledged electronically signifies that the work submitted is the student's own and that it has been completed in accordance with the requirements of the course as specified by the instructor. In addition, each student and faculty member are expected to establish a clear understanding of the requirements in each course.

Any student uncertain about the application of the pledge to a particular course requirement should always consult the instructor. Any work handed in for credit, however, is considered "pledged" unless otherwise stated by the instructor.

THE HONOR CODE APPLICATION TO GROUP WORK

- Students are responsible for any work submitted in their names for the fulfillment of a course, program, or assignment.
- Students should obtain permission from their instructors before collaborating on any assignment with a classmate.
- Students should ask their instructors if a tutor or other individual may help with any assignment.

- All group members are responsible for the data and the content of labs, reports, assignments, and projects.
- The guidelines for appropriate collaboration and task division pertaining to group work vary among classes and instructors. It is therefore the student's responsibility to obtain a clear understanding of appropriate collaboration from the instructor.

Tips for Success

- Students should read course syllabi and follow all policies, guidelines, or instructions outlined therein.
- Students should make sure that they are aware of any guidelines or restrictions on specific class assignments or examinations.
- Students should get any instructions and assignments from the instructor if they miss a class.
- Students should ask their instructors before collaborating on any assignment with a classmate.
- Students should ask their instructors if a tutor or other individual may help with any assignment.
- When unsure whether or not to cite a phrase or fact, students should cite.
- Students should ask their instructors or consult a citation manual to learn how to cite online sources.
- If an instructor tells students not to use outside sources, students should not - nor should they take the instruction as an excuse not to cite sources if they are used.
- Students should ask their instructors before sharing lab reports, results, or other data with classmates or a lab partner.
- Students should ask their instructors before reviewing tests administered for the same course in a previous semester.
- Students should not turn in an assignment from a previous course without the permission of both instructors involved.
- Students should not assume that whatever they are doing is permissible. If a student cannot say with complete certainty that any particular conduct is permissible, they need to consult the course instructor.
- If permitted by the instructor, students should check over group members' work before it is submitted, including labs, data, and other reports.
- Students should keep copies of original data used for group projects and assignments.
- When in doubt, ask the instructor.

RESPONSIBILITY OF THE INDIVIDUAL STUDENT

Without the support and cooperation of the entire student body, the Honor Code will not work. Students must insist on the absolute integrity of themselves and their fellow students. It is the obligation of every student who suspects an Honor Code violation to act in one of the following ways; determining the choice of action by the flagrancy and/or certainty of the violation.

If nursing students have reason to suspect that a breach of the Honor Code has been committed, they must take one of these actions:

1. Issue a personal warning to the suspected student.
2. Inform the instructor in the course of the suspicions and identify, if possible, the person(s) suspected.
3. Report the incident to the School of Nursing Honor Council Faculty Adviser.

Honor Council

Honor Council School of Nursing Bylaws

Article I – Name

The name of the Council shall be the Honor Council of the School of Nursing of Vanderbilt University.

Article II – Purpose

The Council is an organization of students that seeks to preserve the integrity of the Honor Code at the School of Nursing at Vanderbilt University. The Honor Council aims to secure justice for any student under suspicion of dishonesty, to vindicate the student's name if dishonesty is not proved, and to protect the honor and standing of the remaining students by imposing penalties as shall be set forth in the bylaws if dishonesty is proved. It proposes to do this in accordance with the procedures, rules, and organization hereinafter set forth.

Article III – Jurisdiction

Nursing students (MN, MSN, post-master's certificate, DNP and non-degree seeking students enrolled in a nursing course) are subject to the jurisdiction of the Honor Council of the School of Nursing.

Article IV – Membership, Elections, and Vacancies

Membership on the Nursing Honor Council consists of at least four (4) PreSpecialty students, four (4) Masters level Specialty students, and at least one (1) member from the Doctor of Nursing Practice program. The Honor Council shall consist of a minimum of nine (9) and a maximum of thirty-one (31) members.

The Honor Council solicits members through a self-nomination process.

All members of the Honor Council shall serve a term of one (1) calendar year beginning September and ending in August. Honor Council members must be students in good academic standing as defined in the [VUSN Student Handbook](https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf) (<https://nursing.vanderbilt.edu/students/current/pdf/handbook.pdf>) and may be called for duty at any time during their term.

In the event of a membership of less than nine (9), another call for self-nominations will be made.

Article V – Duties of Officers and Members

The Council shall elect the following officers:

1. President
2. Vice President
3. Recording Secretary

The duties of the President shall include:

1. Presiding at all meetings of the Council;
2. Consulting with the Honor Council adviser to determine whether to notify the Office of Student Accountability, Community Standards and Academic Integrity (OSACSAI) to appoint an Investigator;
3. Determining (in consultation with the Honor Council adviser) whether a hearing will be held based on the investigative report;
4. Appointing a member of the Honor Council to serve as Presiding Officer at the hearing in the event the President is unable to attend the hearing;
5. Working with the Faculty Adviser(s) to prepare an annual report following guidance provided by the OSACSAI;
6. Performing all duties common to the office.

The duties of the Vice President shall include:

1. Serving as President when the President is unable to perform their duties;
2. Arranging for the hearing of any student accused;
3. Summoning the accused and witnesses in all hearings and all persons coming before the Council;
4. Notifying members of all hearings and meetings;
5. Swearing in material witnesses during a hearing;
6. Performing all duties common to the office.

The duties of the Recording Secretary shall include:

1. Keeping full minutes of all meetings and hearings and placing them in Honor Council electronic archive;

2. Preparing a summary of the proceedings immediately following a hearing. If the Recording Secretary is not present at the hearing, a member of the hearing panel will be appointed to serve in this capacity;
3. Sending Honor Council decision letters. If the Recording Secretary is not present at the hearing, a member of the hearing panel will be appointed to serve in this capacity;
4. Keeping a roster of Honor Council members and placing in Honor Council electronic archive;
5. Updating the Honor Council [web page](https://nursing.vanderbilt.edu/students/current/honorcouncil.php). (<https://nursing.vanderbilt.edu/students/current/honorcouncil.php>)

The duties of all members of the Honor Council shall include:

1. Attending all meetings and hearings as requested;
2. Maintaining confidentiality of all Honor Council matters;
3. At least five (5) members will agree to serve in the role of student advisers. Names of advisers will be posted on the Vanderbilt School of Nursing Honor Council website.

The duties of the Student Adviser:

Every accused student will have the option to select a student adviser from the Vanderbilt University School of Nursing Honor Council. A list of all possible student advisers will be on the Honor Council [website](https://nursing.vanderbilt.edu/students/current/honorcouncil.php) (<https://nursing.vanderbilt.edu/students/current/honorcouncil.php>) . The adviser will serve during the investigation and hearing. The accused may also select an adviser from the Vanderbilt University community: faculty, staff, or student. However, persons related to the accused or who have formal legal training are not eligible to serve as advisers.

An adviser may accompany (either in person or remotely) the accused student to investigative meetings and the hearing. The adviser will refer the accused student to the Vanderbilt University School of Nursing Student Handbook for procedures of the Honor Council regarding investigations, hearings, and the possible penalties. In addition, an adviser may confer with the accused during the investigation and a hearing but may not speak directly with Honor Council members on the panel during the hearing. The student adviser does not participate in the deliberations and does not vote.

Discretion and Disqualification of Council Members:

1. During the investigation and throughout the entire course of the Honor Council's proceedings, Honor Council members may not express an opinion concerning the offense to witnesses, the accused, or members of the community at large.
2. Honor Council members and investigators may not participate in cases where their relationship with the accused, the accuser, or a material witness raises a reasonable inference of prejudice on their part. Examples of such relationships include close friendship, kinship, organizational affiliation, or evidence of past prejudice.
3. Honor Council members are not allowed to serve as character witnesses in any cases.

Article VI – Meetings

One (1) organization meeting of the Honor Council shall be held within one (1) month after conclusion of the self-nomination process. The President may call special meetings at any time.

Article VII – Faculty Adviser

At least one (1) faculty member appointed by the Senior Associate Dean for Academic Programs will serve as Faculty Adviser to the Honor Council. The Faculty Adviser will sit in on every hearing. The Faculty Adviser may ask questions and participate in discussions but does not have a vote in the outcome. At year-end, the Honor Council officers, and the Faculty Adviser may meet to review and discuss the cases that have been decided that year. The Faculty Adviser works with the President to prepare an annual report following guidance provided by OSACSAI.

Article VIII – Violations

The Honor Code at Vanderbilt specifically prohibits actions deemed as breaches of the mutual trust for which the honor system stands. Violations of the Honor Code are cause for disciplinary actions imposed by the Honor Council.

A suspected violation of the Honor Code must be reported to the Honor Council after the student or instructor becomes aware of the suspected violation. The suspected violation should be reported using the OSACSAI's [online portal](https://cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=5).
(https://cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=5)

Possible violations include but are not limited to the following:

1. Giving and/or receiving unauthorized aid on an assignment, report, paper, exercise such as simulation, problem, test, examination, tape, film, recordings or computer program submitted by a student to meet course requirements. Such aid includes the use of unauthorized aids which may include crib sheets, answer keys, discarded computer programs, the aid of another person, copying from another student's work, unauthorized use of books/notes/outside materials during "closed book" exams, soliciting/giving/receiving unauthorized aid orally or in writing, or any other similar action that is contrary to the principles of academic honesty.
2. Plagiarism on an assigned paper, theme, report, care plan, clinical documentation, or other material submitted to meet course requirements. Plagiarism is defined as the act of incorporating into one's own work the work of another without indicating that source. A full description of plagiarism can be found in the [Vanderbilt University Student Handbook](https://www.vanderbilt.edu/student_handbook/the-honor-system/#the-honor-code-applied-to-preparation-of-papers).
(https://www.vanderbilt.edu/student_handbook/the-honor-system/#the-honor-code-applied-to-preparation-of-papers)
3. Failure to report a known or suspected violation of the Honor Code in the manner prescribed in the individual student responsibility section of the [Vanderbilt University Student Handbook](https://www.vanderbilt.edu/student_handbook/the-honor-system/#responsibility-of-the-individual-student). (https://www.vanderbilt.edu/student_handbook/the-honor-system/#responsibility-of-the-individual-student)
4. Any action designed to deceive a member of the faculty, a staff member, or a fellow student regarding principles contained in the Honor Code.
5. Use of texts, papers, computer programs, or other class work prepared by commercial or noncommercial agents and submitted as a student's own work.

6. Submission of work prepared for another course without the specific prior authorization of the instructors in both courses.
7. Falsification of results of study and/or research.
8. Any falsification of class records or other materials submitted to demonstrate compliance with course requirements or to obtain class credit, including falsifying records of class or clinical attendance, attendance at required events or events for which credit is given, or attendance or hours spent at internships or other work service.
9. **Altering a grade on a previously graded examination or test.**
10. Any action to circumvent or avoid the remote proctoring system.

Article IX – Hearing

Hearings will be conducted in a manner congruent with the procedures of the Vanderbilt University School of Nursing Honor Council as published in the Student Handbook.

A suspected violation of the Honor Code must be reported to the Honor Council after the student or instructor becomes aware of the suspected violation. The President or the Faculty Adviser will notify the accused of the charges and that an investigation is being conducted.

A quorum shall exist when six (6) of the representatives on Honor Council attend the hearing either virtually or in person.

Persons related to the accused or who have formal legal training are not eligible to serve on the Hearing Panel. A member may also exclude themselves from serving on the Hearing Panel related to a conflict of interest. The President and/or the Presiding Officer has the ability to exclude someone from the Hearing Panel if a conflict of interest is identified.

The hearing will be conducted in private, and all members of the Honor Council will be required to preserve the confidentiality of the proceedings in all cases.

Within forty-eight (48) hours following the conclusion of a hearing, the recording secretary will inform in writing the accused, the accuser, the course instructor, the academic director, and the Senior Associate Dean for Academics of the decision and the penalty, if any.

Article X – Penalties

If the accused is found guilty, a penalty will be determined by the Honor Council consistent with the following: the flagrancy of the violation, the degree of premeditation, the truthfulness of the accused throughout the investigation and the hearing, and any mitigating circumstances that may enter the case. These three factors are ranked on a scale of low, medium, or high.

The specific penalty chosen is limited to one of the following alternatives:

1. The presumptive penalty for a **first** offense is failure in the course. A vote of two-thirds of the members of the Hearing Panel will be required to administer this penalty. A grade of “F” will be administered automatically to the student’s record. The course may be repeated; however, course offerings will not be altered.

2. At the discretion of the Hearing Panel, a **first** offense penalty can be reduced to failure of the work involved. The work may not be repeated.
3. The minimum penalty for a **second** offense is failure in the course and suspension for no less than a semester; furthermore, depending upon the severity of the violation, the penalty may be suspension for multiple semesters or expulsion.
 - Suspension from the School of Nursing graduate program. If the penalty of suspension is assigned before the end of the seventh week in a 14-week semester, the suspension goes into effect immediately. If the suspension occurs after the seventh week of the semester, the suspension will begin at the start of the next semester. The Council may use its own discretion in setting the dates of the suspension. The penalty of a multiple semester suspension requires a vote of two-thirds of the members of the Hearing Panel.
4. In the case of a student convicted of providing false information at an Honor Council hearing or to an Honor Council investigator in either verbal or written form, that student may be suspended for up to three semesters from the end of the semester in which he or she was convicted. A vote of two-thirds of the members of the Hearing Committee is required to impose this penalty.
5. Expulsion must be approved by a vote of at least five of the six panel members. (Note that for a **third** offense, a vote of guilty by five of the six panelists automatically imposes a penalty of expulsion.)

Article XI – Appeals

Appeals of decisions made by the Honor Council must follow the procedure outlined by the [University Appellate Review Board](https://www.vanderbilt.edu/student_handbook/student-conduct/#appeals-and-the-appellate-review-board). (https://www.vanderbilt.edu/student_handbook/student-conduct/#appeals-and-the-appellate-review-board)

Article XII – Amendments

Amendments to the Honor Council bylaws may be adopted by the approval vote of two-thirds of the members of the Honor Council.

PROCEDURES OF THE VANDERBILT SCHOOL OF NURSING HONOR COUNCIL

Proceedings of the Honor Council – investigations, interviews with potential witnesses, and hearings may be recorded by Vanderbilt University. Recordings not authorized by the Honor Council adviser, the Honor Council officers hearing a case, the Dean of Students, or the Dean’s designee are prohibited.

INVESTIGATION

- When an alleged violation of the Honor Code is reported, a member of OSACSAI will be assigned to investigate the incident.

- The assigned investigator will interview the accuser and collect any available information or documentation related to the alleged violation.
- The accused will be notified via e-mail that a report has been filed, and will be asked to schedule a meeting. The accused is required to respond to the investigator's inquiries within a reasonable period of time. The Honor Council may send a notice to the Office of the University Registrar to enter an Incomplete and add a notation to the accused's academic record stating "Honor Council Investigation Pending," if the accused is not compliant or if the investigation or hearing will continue beyond the end of the semester (i.e., becomes a "holdover case").
- The accused student will have the option to select a Student Adviser from the Vanderbilt University School of Nursing Honor Council. A list of all possible Student Advisers will be made available on the Honor Council website, and a Student Adviser may be selected from it during the investigation. The accused student may also select a Student Adviser from the Vanderbilt University community: faculty, staff, or student. However, persons related to the accused student or who have formal legal training are not eligible to serve as Student Advisers and may not participate in the hearing. A Student Adviser may accompany (either in person or remotely) the accused student to investigative meetings and the hearing and refer the accused student to the Vanderbilt University School of Nursing Student Handbook. The Student Handbook contains the procedures of the Honor Council regarding investigations, hearings, and the penalties that may be assigned. In addition, a Student Adviser may confer with the accused student during the investigation and a hearing but may not speak directly with Honor Council members on the panel during the hearing. The accused student may separately obtain professional legal representation, advice, and counsel. However, an attorney may not participate in or be present during an Honor Council interview or hearing. The Honor Council is a student tribunal untrained in the law. An attorney representing an accused may work directly with the Office of the General Counsel.
- The investigator will meet with the accused student in the first meeting to present the accused with a written Statement of Charges that includes the specific charge(s), a brief description of the alleged violation, and an explanation of the possible consequences if the accused student is found guilty of a breach of the Vanderbilt Honor Code. The accused has the option to wait for a period following the presentation of the Statement of Charges. The accused student should not be able to review the evidence against the student until the student is prepared to give a formal statement to the investigator. During the first meeting, the accused student will also be informed of the procedures that will be followed. The accused student may choose not to make any statement at the time of the first meeting or defer making a statement to an agreed upon time prior to the hearing. The investigator will ask the accused to sign the Statement of Charges indicating that student understands the charges, possible penalties if found guilty, the procedures to be followed, and that the student will or will not move forward with a statement at the first meeting. Signing the Statement of Charges does not imply or acknowledge guilt.
- During the meeting where the accused student will make a statement, the investigator will ask the accused student to give an account of the events surrounding the alleged violation. The accused student may also provide relevant documentation or information to support the student's account of events. The accused student will ultimately be asked to enter a plea of guilty or not guilty prior to the hearing.
- The accused student is required to notify the investigator of any material witness(es) before the hearing has been scheduled so that the investigator may contact the

witness(es) and prepare a statement for inclusion in the investigative report. No material witness will be allowed to testify at the hearing unless the witness has previously given a statement to the investigator. The accused may also have one (1) character witness testify at the hearing. The investigator will not interview the character witness and **it is the responsibility of the accused student to ensure the character witness provides a written statement to the investigator in advance of the hearing or is aware of the time and place of the hearing and to ensure the attendance of the witness.** Given the nature of University judicial proceedings (including the proceedings of University Honor Councils), the testimony of, and information derived from, experts, such as the reports of handwriting experts, are not admissible and will not be considered, except in rare circumstances. In those rare cases, determinations as to the admissibility of testimony of or evidence derived from an expert will be made in the sole discretion of the Director of Student Accountability, Community Standards, and Academic Integrity. The Honor Council president may appoint a faculty member as an expert witness. Under no circumstances, however, will the use of polygraph examinations be permitted.

- The investigator will assemble the relevant evidence and testimony in a concise, logical report. The investigator will provide the investigative report to the president of the Honor Council, who with the Council Advisor, will determine whether sufficient evidence exists to warrant a hearing by the Council. If the president determines that a hearing is necessary, the president will also determine whether the charges will be heard by a full panel or a small panel.
- At least twenty-four (24) hours before the hearing, the accused student will be presented with a copy of the investigator's report via Vanderbilt email so that the student may comment at the hearing on any corrections or clarifications the accused student feels are necessary or appropriate.

HEARINGS

If after an investigation the Honor Council President and Council advisor determine that there is sufficient evidence to warrant a formal hearing, the President will send official notification to the accused that a hearing will be scheduled. The Vice President will arrange any details necessary for conducting the hearing, including reserving rooms where the witness(es) and the accused may be placed during the hearing. The Vice President will also inform the members of the hearing panel, accused, and the witness(es) as to the date, place, and time of the hearing; however, the accused student is responsible for arranging the attendance of the character witness. The hearing should not be held earlier than seventy-two (72) hours after the investigator has met initially with the accused unless an earlier time is agreed to by the accused.

Hearings may be conducted with participants gathered in a location on campus, online or in a hybrid of in person and online participation.

Attendance at the Hearing by the Accused Student

All students, including the accused student, are required to cooperate with investigations and at hearings conducted by the Honor Council. In the event an accused student refuses to participate in or cooperate with an Honor Council investigation or hearing, the hearing may take

place without the participation of the accused student. All reasonable efforts will be made to inform the accused student of the time and place of the hearing and the findings of the proceeding. In addition, the accused student may inform the Honor Council that the accused student will not attend the hearing and submit a written statement regarding the charges prior to the hearing date.

Withdrawal from the University before the Hearing

If an accused student who has been reported for a suspected violation of the Honor Code withdraws from the University before a hearing has been conducted, the fact will be recorded by the Honor Council. A letter will be sent to all parties stating that the student is suspected of an Honor Code violation, that an investigation has been or will be conducted, and that a hearing may be held.

The accused may respond in one of three ways: 1) participate in the hearing either in person or by video conference, 2) waive the right to give testimony personally (thereby acknowledging that the hearing may proceed in his/her/their absence), or 3) waive the right to appear and send a written, signed statement to be presented on his/her/their behalf at the hearing. Failure by the accused to respond will be considered a waiver of the right to appear.

During the time prior to the hearing, a notation will be placed on the academic record of the accused stating that an Honor Council case is pending. A letter will also be sent to the Office of the University Registrar, the dean of the school in which the accused was enrolled, and other relevant University personnel indicating that an Honor Council case is pending. If the accused attempts to re-enroll before the case is heard, the Registrar will notify the president of the Honor Council. The case must be resolved before the accused may re-enroll.

A six (6) member-hearing panel (consisting of a presiding officer and five (5) Council members) will hear the evidence in the case. A Faculty Adviser will also be present and may ask questions and participate in the discussion, but the Faculty Adviser *does not* have a vote in the outcome. For training purposes, faculty or student observers may be allowed to be present but may not speak or take part in the proceedings.

Order of Events for Hearing

1. Presentation of the investigative report.
 - a. The investigator is sworn in by the recording secretary (or designee).
 - b. The investigative report is presented: the interviews with the accuser, the accused student, and the witnesses are reported briefly and impartially; the material evidence is presented and explained without opinion.
 - c. The Honor Council may question the investigator. At no time does the investigator express an opinion as to whether the accused is guilty or not guilty.
2. Testimony. The accused student(s) (if in attendance) and the accuser(s) are allowed to be present during the presentation of all testimony. If witnesses are to testify in person, by written attestation or virtually, they will appear separately and await their appearances alone. When called, each (except for the character witness) is sworn in by the recording secretary.
 - a. Accuser. If the accuser testifies, the presiding officer will invite a general account of the events in question. The Honor Council may then direct its questions to the accuser. The investigator may question the accuser, after the Honor Council has

concluded its questioning, to clarify points that may have been obscured. The accused may also direct questions to the accuser, after the Honor Council and the investigator have concluded their questioning. In the case of the accuser's absence, the Honor Council will proceed to the testimony of the witness(es).

- b. Material Witnesses. First, the presiding officer invites a general account of the events in question. The Honor Council may then direct its questions to the witness(es). The investigator may question material witnesses, after the Honor Council has concluded its questioning, to clarify points that may have been obscured. The accuser and the accused may also direct questions to the material witnesses after the Honor Council has concluded their questioning.
- c. Character Witness. One (1) character witness may answer questions concerning the background of the accused. If a character witness cannot attend the hearing in person or by remote technology, the character witness may send a written statement to the investigator to be read at the hearing. A character witness is not allowed to testify or express an opinion concerning the alleged violation. Discretion will be exercised to avoid questions that a character witness is not allowed to answer. Generally, a character witness will be asked the following three questions:
 - "How long and in what capacity have you known the accused student?"
 - "Can you please tell the panel about a time in which you placed trust in the accused student?"
 - "In general, and without reference to this case, can you please describe the accused student's character?"
- d. Accused Student. The presiding officer presents to the accused the charge(s) and asks if the student is familiar with the charge(s), the evidence, and the possible penalties if found guilty. The accused student enters a plea of guilty or not guilty. The presiding officer asks the accused to give an account of the events in question. The student adviser may confer with the accused during the hearing but may not speak directly with Honor Council members on the panel during the hearing. After the student testifies, the Honor Council may then direct its questions to the accused. The investigator may question the accused, once the Honor Council has concluded its questioning, to clarify points that may have been obscured. The accuser may also direct questions to the accused, once the Honor Council and the investigator have concluded their questioning.

PENALTIES FOR A HONOR CODE VIOLATION

When the Honor Council is satisfied that all pertinent testimony has been received, the accused student, the student adviser, and the investigator leave the hearing room so that the panel may deliberate. The panel will proceed to discuss and decide the question of guilt. The proof that a person is guilty of a charge must satisfy a "preponderance-of-the-evidence" (or more likely-than-not) standard. A majority of the six (6) members of the panel must vote "guilty" to find the accused guilty.

1. If the accused is found guilty, the Honor Council determines a fitting penalty based upon:
 - a. The flagrancy of the violation,
 - b. Premeditation involved in the offense, and

- c. The truthfulness of the accused throughout the investigation and the hearing.

These three (3) factors are ranked on a scale of low, medium, or high.

2. The specific penalty chosen is limited to one of the following alternatives:
 - a. The presumptive penalty for a **first** offense is failure in the course. A vote of two-thirds of the members of the Hearing Panel will be required to administer this penalty. A grade of "F" will be administered automatically to the student's record. The course may be repeated; however, course offerings will not be altered.
 - b. At the discretion of the Hearing Panel, a **first** offense penalty can be reduced to failure of the work involved. The work may not be repeated.
 - c. The minimum penalty for a **second** offense is failure in the course and suspension for no less than a semester; furthermore, depending upon the severity of the violation, the penalty may be suspension for multiple semesters or expulsion.
 - i. Suspension from the School of Nursing graduate program. If the penalty of suspension is assigned before the end of the seventh week in a 14-week semester, the suspension goes into effect immediately. If the suspension occurs after the seventh week of the semester, the suspension will begin at the start of the next semester. The Council may use its own discretion in setting the dates of the suspension. The penalty of a multiple semester suspension requires a vote of two-thirds of the members of the Hearing Panel.
 - d. In the case of a student convicted of providing false information at an Honor Council hearing or to an Honor Council investigator in either verbal or written form, that student may be suspended for up to three semesters from the end of the semester in which he or she was convicted. A vote of two-thirds of the members of the Hearing Committee is required to impose this penalty.
 - e. Expulsion must be approved by a vote of at least five of the six panel members. (Note that for a **third** offense, a vote of guilty by five of the six panelists automatically imposes a penalty of expulsion.)
3. If, after review by (and at the discretion of) the Director of Student Accountability, Community Standards, and Academic Integrity, mitigating circumstances exist with regard to the commission of the violation in question, then the presiding officer will be provided relevant information and may introduce those circumstances to be considered in the discussion of penalty. Such circumstances may not relate to the possible ramifications of the panel's decision.
4. The accused and Student Adviser (if applicable) are brought back into the hearing room either in person or virtually for of the Honor Council's decision. As part of the verbal notification, the presiding officer will inform the accused about the right of appeal.

APPEAL PROCESS

Decisions of the Council are subject to appeal through the Appellate Review Board. Requests for appeal must be submitted by the petitioning student using the online [Petition for Appeal](https://cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=12) (https://cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=12) form by no later than 5pm on the tenth (10th) calendar day following the date that the student is formally notified of the determination of the Honor Council. Refer to [Appellate Review](#)

[Board](https://www.vanderbilt.edu/student_handbook/student-conduct/#appeals-and-the-appellate-review-board) . (https://www.vanderbilt.edu/student_handbook/student-conduct/#appeals-and-the-appellate-review-board)

After the Hearing

- At the conclusion of the hearing, the Presiding Officer will gather all the material evidence, investigative reports, notes, and other records of the investigation and hearing and place them in a file in the OSACSAI. VUSN Honor Council's electronic file.
- If the accused student is found guilty, written notice of the decision is sent to the following parties: (a) the accused student, (b) the accuser, (c) the Senior Associate Dean for Academic programs, (d) staff in the Office of University Registrar, (e) the Office of Student Accountability, Community Standards, and Academic Integrity, and (f) other relevant University personnel. A copy of the notice must also be kept in the electronic files of the Honor Council.
- Following a hearing, the Recording Secretary or another member of the hearing panel will prepare a summary of the proceedings and place it in the Honor Council files.
- The accused student may file an appeal from a decision with the Appellate Review Board but must do so within ten days of the date the student is formally notified of the panel's decision. Refer to the Appeals Process section for details.
- The Honor Council adviser maintains records of Honor Council proceedings and investigations in accordance with the University's document retention policy. Records of convictions and penalties will not be released outside the University absent a written release from the convicted student or unless otherwise required by law in accordance with the Family Education Rights and Privacy Act (FERPA). However, students should be aware that they may be required to sign such a waiver when applying to graduate or professional schools or in the course of any employment or governmental background check.

WITHDRAWAL FROM THE UNIVERSITY BEFORE THE HEARING

If a student who has been reported for a suspected violation of the Honor Code withdraws from the University before a hearing has been conducted, the fact will be recorded by the Honor Council. A letter will be sent to all parties stating that the student is suspected of an Honor Code violation, that an investigation has been or will be conducted, and that a hearing may be held.

The accused may respond in one of three ways: participate in the hearing either in person or by video conference, waive the right to give testimony personally (thereby acknowledging that the hearing may proceed in his/her/their absence), or waive the right to appear and send a written, signed statement to be presented on his/her/their behalf at the hearing. Failure by the accused to respond will be considered a waiver of the right to appear.

During the time prior to the hearing, a notation will be placed on the academic record of the accused stating that an Honor Council case is pending. A letter will also be sent to the Office of the University Registrar, the dean of the school in which the accused was enrolled, and other relevant University personnel indicating that an Honor Council case is pending. If the accused attempts to re-enroll before the case is heard, the Registrar will notify the president of the Honor Council. The case must be resolved before the accused may re-enroll.

VUSN: Other Guidelines, Policies, and Procedures

ALCOHOL, CONTROLLED SUBSTANCE, AND SMOKING POLICY

Smoking is not permitted on any School of Nursing property. Students are not allowed to attend class or clinical practice under the influence of alcohol or controlled substances. Students suspected of using such substances will be asked to submit to voluntary breath, blood, or urine screening as a condition of progression. Additional information concerning alcohol and controlled substances can be found in the [University Student Handbook \(https://www.vanderbilt.edu/student_handbook/alcoholic-beverage-and-controlled-substances-policies/\)](https://www.vanderbilt.edu/student_handbook/alcoholic-beverage-and-controlled-substances-policies/).

ANIMALS

Students are prohibited from keeping or providing for any animals on University property, including in University residences. Students with disabilities may use service animals and emotional support animals in accordance with the Americans with Disabilities Act of 1990, as amended and related laws, rules and regulations, including the Fair Housing Act. Students seeking approval for service animals or emotional support animals must comply with all University procedural requirements and animal responsibility standards. Refer to the [VU Student Handbook \(https://www.vanderbilt.edu/student_handbook/university-policies-and-regulations/#assistance-animals\)](https://www.vanderbilt.edu/student_handbook/university-policies-and-regulations/#assistance-animals) for the policy and other details. Visiting animals must be kept outdoors and leashed. Students who violate this policy are subject to corrective action through the University's accountability process and will bear any associated costs in rooms where animals are found in violation of this policy.

CHILDREN IN THE SCHOOL

Children are restricted from the School of Nursing except in unusual circumstances. Children should not accompany students to the School unless under exceptional or emergency circumstances. Any child brought to the School must be supervised at all times, by a parent or guardian. If a child is disruptive, the responsible parent/guardian will be asked to remove the child from the building. Children are not permitted in the IMC, skills lab, or computer labs. Students must obtain permission from the Course Coordinator, appropriate faculty, or class lecturer prior to bringing children to class.

CODE FOR NURSES

The School of Nursing adheres to the American Nurses Association Code for Nurses. Refer to <https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/code-of-ethics-for-nurses/> for more details.

If you have any questions regarding appropriate uses and disclosures of patient information, contact the VUMC Privacy Office at 615.936.3594. Additional information on the HIPAA regulations can be found at VUMC's HIPAA Web site: <https://www.vumc.org/information-privacy-security/welcome> . Contact the Privacy Office by phone at 615.936.3594 or via email at privacy.office@vumc.org for any Privacy Office requests or concerns.

CONDUCT POLICY

Although the University values personal freedom, celebration, and recreation, the policies and regulations that apply to student conduct at Vanderbilt are also informed by principles that value the health, safety, and well-being of students and other members of the University community, as well as their academic and personal success. The University's goal in establishing policies and holding students accountable for complying with them is to help students understand how their choices can affect not only their immediate neighbors, but also the University community as a whole.

Students and student organizations are expected to comply with all University policies, which are derived from tradition and evolve with contemporary practice. Ignorance of a policy is not a valid excuse for violating it. Grounds for corrective action cannot always be the subject of precise statement; however, when commonly held standards of conduct are broken, students must be held accountable if the University community is to be sustained.

The Office of Student Accountability, Community Standards, and Academic Integrity (<http://www.vanderbilt.edu/studentaccountability/>) has original jurisdiction in all cases of nonacademic misconduct involving undergraduate, graduate, and professional students. Vanderbilt University School of Nursing students are under the jurisdiction of Vanderbilt University Student Conduct Policies. Refer to http://www.vanderbilt.edu/student_handbook/student-conduct.

COVID-19

For up to date health and safety protocols regarding COVID-19 please visit the Vanderbilt University Health and Safety Protocols website at <https://www.vanderbilt.edu/coronavirus/>.

About COVID-19 and Clinical Placement

The overwhelming majority of clinical placement sites require either documentation of a completed series of COVID-19 vaccinations or (in some cases) an approved exemption before allowing students to rotate at their facilities. Students are strongly encouraged to have the COVID-19 vaccine in anticipation of this requirement. VUSN will not assign clinical placement sites based on an individual student's preference about COVID-19 vaccination, nor will VUSN reassign a student to a different site because of a student's COVID-19 vaccination preference.

VUSN cannot guarantee students will be able to complete clinical rotations unless all agency requirements are met. You may not begin your clinical rotations until you have met all the site requirements and have received confirmation from your faculty and the Clinical Placement office that you are cleared to start.

DRESS CODE

Classroom Dress Guideline

- In class students may wear comfortable clothes, while the type and fit of clothing reflect mindfulness and respect of community guest speakers, faculty and peers.
- The specific classroom dress code is at the discretion of the individual faculty in creating a professional environment.
- Student IDs will display given first and last names (no nicknames) and no titles.

General Clinical Requirements

- In all clinical settings (for orientation, patient assignments, or clinic visits) students will wear professional dress (no jeans), closed toe shoes, lab coat with nursing patch sewn on left shoulder, and identification badge clipped to the lapel or neck and NOT at the waistline. Students are expected to be well groomed and in neat, clean attire at all times.

PreSpecialty Clinical Experiences

Students will wear black scrubs with nursing patch sewn on left shoulder, black or dark brown full leather or non-canvas, full heeled shoes, black or white socks and identification badge. A plain white or black short sleeved or $\frac{3}{4}$ length sleeve T-shirt may be worn under the scrubs.

- Uniforms should be clean and pressed. Lab coats are worn over the uniform to and from the unit but should not be worn during the clinical experience.
- Long hair must be off the collar.
- Fingernails should be short, clean and without polish. Acrylic nails are not allowed.
- Only a single plain band ring, watch, and one small pair of stud earrings in the ear lobes may be worn during client care.
- All visible piercings other than in the earlobes should be removed.
- Minimize visible tattoos. Any tattoos that could be perceived as offensive should be covered.
- If a student is outside the hospital or off the unit dressed in their uniform, a lab coat should be worn.

- Uniforms should be worn to and from clinical only.
- If assigned to an institution outside VUMC, follow the dress code for that facility. If conflicting guidelines are present, contact clinical faculty for direction.

Psych/Mental Health Clinical-Additional Guidelines

- Students will wear professional dress (no jeans), closed toe shoes, lab coat with nursing patch sewn on left shoulder, and identification badge clipped to the lapel or neck and NOT at the waistline.
- To ensure safety and comfort of students and patients in the psych clinical setting, students must NOT wear high heels, open toed shoes, skirts or dresses, low cut shirts, cropped pants, or scarfs or ties around the neck.

Community Health Clinical-Additional Guidelines

- The type of clothing and requirement of lab coat vary with each clinical site and instructor.

Specialty Clinical

- Requirements for type of clothing and lab coat are dependent on the specialty instructor and/or course syllabus information and/or clinical site.
- A VU identification badge should be worn in the clinical setting at all times.

EDUCATIONAL RESOURCES AND MATERIALS PROTECTION

As a professional courtesy to the many who contribute expertise and effort to the creation of educational resources and materials for VUSN courses, please follow this policy regarding the appropriate use of materials as it relates to the course. Educational resources and materials include instructional media, lectures, and handouts, some of which may include copyrighted items.

- Students should ask permission of the course coordinator to record classroom discussions, lectures, demonstrations, and/or simulations.
- Any recorded instructional media, whether provided by the school or recorded by the student, and handouts should:
 - Be used for educational purposes of the course only.
 - Not be shared with students not enrolled in the course.
 - Be deleted once the student graduates or otherwise ends the student relationship with Vanderbilt University School of Nursing.

INCLEMENT WEATHER POLICY

This policy is to provide uniformity for students, faculty and staff regarding the cancellation of classes due to inclement weather conditions or other adverse events impacting normal operations of the School of Nursing.

Key Definitions:

Inclement Weather Event

The existence of hazardous weather conditions that pose a threat to life or property.

Yellow Alert Standby for Inclement Weather Announcement

Standby, prepare for inclement weather.

Orange Alert Inclement Weather Announcement

Inclement weather is in the area and has the potential to disrupt normal medical center operations. The Emergency Operations Plan is activated and an Emergency Operations Center (EOC) is opened to handle the event.

Thunderstorm Watch

An advisory issued by the National Weather Service when conditions are favorable for the development or approach of severe thunderstorms on the Vanderbilt campus.

Thunderstorm Warning

An advisory issued by the National Weather Service when a severe thunderstorm (a storm with winds in excess of 58 miles per hour or with $\frac{3}{4}$ " or larger hail, or both) is indicated on radar.

Weather Advisory

An advisory is issued by the National Weather Service when hazardous weather is occurring, imminent or likely. Advisories are for less serious conditions than warnings that cause significant inconvenience and if caution is not exercised, could lead to situations that may threaten life or property.

Weather Warning

A warning is issued by the National Weather Service when a hazardous weather event is occurring, imminent, or likely. A warning means weather conditions pose a threat to life or property. People in the path of the storm need to take protective action.

Weather Watch

A watch is used when the risk of hazardous weather has increased significantly, but its occurrence, location, or timing is still uncertain. It is intended to provide enough lead-time so those who need to set their plans in motion can do so. A watch means hazardous weather is possible. People should have a plan of action in case a storm threatens and they should listen for later information and possible warnings.

Faculty/Staff Communications:

During inclement weather event or other adverse events impacting normal operations faculty/staff are updated via the following communication modes:

1. Overhead Announcements
2. Email system communication
3. E-mails from the Dean/Senior Associate Deans

4. Text alerts through AlertVU at <http://emergency.vanderbilt.edu/alertvu/> (You must sign up to receive alerts.)

Procedure:

Cancellation/Delay of Start Time for a Clinical Rotation:

1. The decision to cancel or delay the start time of a clinical rotation will be made by the faculty member or preceptor responsible for the clinical.
2. Faculty will communicate with students the status of the clinical (as applicable) in one of the following manners:
 - a. Voice mail message left on the faculty member's phone or
 - b. Personal phone call to each student by the faculty member
 - c. Brightspace announcement

Cancellation/Delay of Start Time for Classes:

The decision to cancel or delay the start time for a class will be made by the faculty member responsible for the class.

Canceled classes/clinicals will be rescheduled at the discretion of the faculty member responsible for the course.

Student Notification Instructions for Cancellation/Delay of start time for classes:

Brightspace

Faculty will communicate instructions and/or cancellation of classes by:

1. Creating an Announcement posting in Brightspace
2. Sending an e-mail to students through the e-mail function in Brightspace

In the event of inclement weather, students are required to check the Brightspace site of each of the classes they are enrolled. In the event the Brightspace system is not operational, instructions regarding the cancellation of classes will be posted by the course instructors through use of the Vanderbilt University voice-mail system.

NET ETIQUETTE STATEMENT

Net Etiquette describes professional communication and behaviors for online communication and interaction including but not limited to email, discussion board postings, chats, wikis, and blogs to ensure a forum for dynamic and engaged learning. The expectations for Net Etiquette at VUSN may be described across 3 general areas: 1) Respect & Courtesy, 2) Participation & Collaboration, and 3) Presentation of Self. An inability to uphold Net Etiquette expectations may have repercussions related to Student Conduct. Refer to the VU Student Conduct Policy <https://www.vanderbilt.edu/studentaccountability/>

Respect and Courtesy

Teaching and learning processes work best with free and open exchange of ideas, yet in an electronic setting, without the benefit of facial expressions, body language, or tonal cues, miscommunication and misunderstanding may occur. Behaviors that demonstrate respect and courtesy include:

- Respecting diversity of opinion
- Welcoming dissenting opinions and interpretation without judgmental comments
- Respecting personal privacy and the privacy of others
- Adhering to the academic honesty policy
(http://www.vanderbilt.edu/student_handbook/the-honor-system/)
- Creating and maintaining a culture of civility
(http://www.vanderbilt.edu/student_handbook/)

Participation and Collaboration

Active participation and collaboration in the online educational community enhances learning outcomes. Behaviors that demonstrate participation and collaboration include:

- Preparing constructive, comprehensive, mindful responses to others
- Clarifying statements as necessary
- Discussing with faculty any discomfort with what someone else has written
- Completing and submitting group work in a timely fashion
- Preparing for discussions by reading all postings or communications before responding
- Sharing helpful information with all classmates

Presentation of Self

Conduct in the online setting is as important as face-to-face interaction. Communication and social presence of an individual in a course contributes to the perception of their professionalism and competency by others. Behaviors that result in the best presentation of self include:

- Authentic, honest, and kind communication
- Use of formal, clear, concise, appropriate language
- Use of proper titles and preferred pronouns to address others unless otherwise directed
- Careful consideration before use of emoticons, humor, sarcasm or jokes, use judiciously
- Composition of written communication, discussion board posts, or other online assignments offline, before posting
- Re-reading, proof-reading, and editing communications and discussion board postings before uploading or sending
- Referencing and assigning appropriate credit to others' work or posts

SOCIAL MEDIA POLICY

Policy

Social media platforms allow VUSN students to engage in professional and personal conversations. The goal of this policy is to protect both VUSN students as well as the School of Nursing. The VUSN policy is a set of expected standards of conduct for all VUSN students. Students are expected to respect themselves and others, to act responsibly, and to be accountable for their actions. The Vanderbilt University student accountability system addresses student violations of University policy through fair, consistent, and confidential procedures. Any policy violation is subject to investigation by Vanderbilt University and may result in disciplinary action.

Students are personally responsible for the content they publish on blogs, wikis, social networks, forum boards, or any other form of user-generated media. Remember that content contributed on all platforms becomes immediately searchable and can be immediately shared. This content immediately leaves the contributing individual's control forever and may be traced back to the individual after long periods of time.

This policy is not intended for internet activities that do not associate or identify a student with VUSN, do not use Vanderbilt email addresses, and are purely about personal matters.

Definitions

Social Media Platforms – Technology tools and online spaces for integrating and sharing user-generated content in order to engage constituencies in conversations and allow them to participate in content and community creation. Examples are Facebook, Twitter, Instagram, LinkedIn, Tiktok, and YouTube.

Procedure/Specific Information

Because of the constantly evolving nature of social media platforms these guidelines do not attempt to name every current and emerging platform. Rather, they apply to those cited and any other online platform available and emerging including social networking sites and sites with user-generated content. Examples include but are not limited to the following:

1. YouTube
2. Facebook
3. Instagram
4. LinkedIn
5. Twitter
6. Blogs
7. Google docs or other shared workspace

Guidelines for Online Professional or Personal Activity

These guidelines apply to VUSN students who identify themselves with VUSN and/or use their Vanderbilt email address in social media venues such as professional society blogs, LinkedIn, Facebook, etc. for deliberate professional engagement or casual conversation.

1. Follow the same nursing ethics, HIPAA, privacy and general civil behavior guidelines cited in this policy including respecting copyrights and disclosures, and not revealing proprietary financial, intellectual property, patient care or similar sensitive or private content inclusive of the posting of client pictures.
 - a. Protect confidential information. While posting to friends, many of the sites are open to anyone browsing or searching. Be mindful about what is published. Do not disclose or use confidential information or that of any other person or agency. Respect HIPAA regulations. Do not post any information about clinical rotations or clients in any online forum or Web page. A good rule of thumb is to ask if what is posted on a social media site is okay to be on the front page of tomorrow's newspaper, credited to you.
2. If an individual identifies themselves as a VUSN student in any online forum and/or use their Vanderbilt email address, the student needs to ensure that it is clear that they are not speaking for VUSN, and what they say is representative of their individual personal views and opinions and not necessarily the views and opinions of VUSN.
3. VUSN students are mindful about how they present themselves in online networks. By virtue of self-identifying as part of VUSN in such a network, students connect themselves to, and reflect upon, VUSN faculty, staff and even patients and donors.
 - a. Be mindful about how you present yourself. VUSN students are preparing for a career providing services to the public. VUSN and future employers hold you to a high standard of behavior. By identifying yourself as a VUSN student through postings and personal Web pages, you are connected to your colleagues, clinical agencies, and even clients/patients. Ensure that content associated with you is consistent with your professional goals. If you identify yourself as a VUSN student, ensure your profile and related content is consistent with how you wish to present yourself to colleagues, clients, and potential employers. Remember that all content contributed on all platforms becomes immediately searchable and can be immediately shared with everyone. This content immediately leaves the contributing individual students control forever.
 - b. Respect others. VUSN is an organization whose students, faculty, staff, and clients have a diverse set of customs, values, and points of view. Don't be afraid to be yourself, but respect others. This includes not only the obvious (no ethnic slurs, personal insults, obscenity, pornographic images, etc.) but also proper consideration of privacy and of topics that may be considered objectionable or inflammatory – such as politics and religion. Remember, what may be humorous to some, may be offensive to others. Civility is an important component of online communication.
4. If someone or some group offers to pay a student for participating in an online forum in their VUSN student role, offers advertising for pay and/or for endorsement, this could constitute conflict of interest and VU policies and guidelines apply.
5. If someone from the media or press contacts students about posts made in online forums that relates to VUSN in any way, students should alert their academic director and contact the VUSN Director of Communications, Nancy Wise (at 615.322.3894 or by e-mail at nancy.wise@vanderbilt.edu) before responding.
6. At the end of each course, students are provided an avenue to evaluate course materials/faculty. Therefore, social media vehicles are considered inappropriate locations to provide this feedback.
7. Vanderbilt University has a robust social media handbook. While some of its information is geared to staff and faculty, the best practices section contains valuable information that is

applicable for all social media users: <https://social.vanderbilt.edu/handbook/best-practices.php>.

8. If you have questions about social media or how to respond to comments on your account, please contact Nancy Wise, Director of Communications. She can offer insight, support, and if necessary, connect you with Vanderbilt University's web experts.

STUDENT RECORDS – FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Vanderbilt University is committed to the protection and confidentiality of student education records, adhering closely to the guidelines established by the Family Educational Rights and Privacy Act.

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings.

Refer to the VU Registrar Office website for details: <https://registrar.vanderbilt.edu/ferpa/>

VUSN: Doctor of Nursing Practice (DNP) Program

The Doctor of Nursing Practice program prepares leaders in advanced nursing practice to bring evidence-based knowledge into the practice arena, improve health care outcomes and strengthen the leadership role in guiding complex care delivery and nursing education.

Increased complexity in health care, the explosion of knowledge and technology, and national issues related to patient safety and quality improvement call for fundamental changes in the education of all health care professionals. Redesigning care processes are indicated, with information technology systems enhancing evidence-based decision making at both the macro- and micro-system levels. Addressing the above challenges identified by the National Academy of Medicine (formally Institute of Medicine [IOM]) and other national organizations, the American Association of Colleges of Nursing (AACN) published a position paper in 2004 targeting the adoption of the DNP as the terminal degree for advanced nursing practice. Advanced nursing practice is any form of nursing intervention that influences health care outcomes for individuals or populations, including the direct care of individual patients, management of care for specific populations, administration of nursing and health care organizations, and the development and implementation of health care policy. VUSN has a long history of educating advanced practice nurses at the Master's level in both direct and indirect patient care, e.g., Nurse Practitioners, Certified Nurse-Midwives, Clinical Nurse Specialists, Nursing Informatics Specialists, and Healthcare Leaders. Nurses prepared in practice doctorate programs have a blend of clinical, organizational, economic, and leadership skills to enable them to critique nursing and other clinical scientific findings and design programs of care

delivery that are locally acceptable, economically feasible, and have significant impact on health care outcomes.

Dr. Terri Allison is the Assistant Dean for Academics, Doctoral Nursing Practice.

DNP Program Goals

Central to the DNP curriculum is the application of evidence-based practice methods within practice settings throughout the program of study. Evidence-based practice is classically defined as the integration of best research evidence with practice expertise and patient values to facilitate health care decision making. The goals of the DNP program are to prepare nurse scholars to:

1. Assess, analyze, evaluate, and manage complex health environments serving diverse populations to improve patient and population health outcomes;
2. Apply clinical scholarship and available evidence to make clinical and system decisions incorporating professional values and ethical principles;
3. Support and improve patient care and health care systems through the use of clinical practice models, health policy, informatics, and organizational leadership skills;
4. Advocate for clinical prevention, population health initiatives, and evidence-based health policy through interprofessional and stakeholder collaboration.

All students are expected to meet the DNP program goals regardless of entry track. Students demonstrate achievement of program goals via didactic assignments and documentation of practice hours. BSN to DNP entry in an advanced nursing practice specialty and DNP plus post-master's certificate entry students must also complete specialty-focused didactic and clinical hours requirements.

Students enter the VUSN DNP program in one of the following categories:

Entry to the DNP Advanced Clinical Practice Track with an MSN Degree in Advanced Nursing Practice

For students who have completed an advanced clinical practice program, this entry requires APRN certification as either a NP, CNM, CNS, or CRNA. For students who are progressing seamlessly from VUSN's MSN program, certification must be obtained prior to enrolling in NURS 8105: DNP Integrative Application of Evidence-Based Practice.

Entry to the DNP Advanced Systems Track:

This track has three entry options:

1. Applicants with an MSN in health care leadership, nursing administration, or nursing informatics may enter the Advanced Systems track or the Executive Leadership track (see below). National certification in the area of specialty is preferred.
2. Applicants with a BSN and a master's in a non-nursing, business- or health-related field to the Advanced Systems track must be certified or eligible for certification in one of the following:

- American Organization for Nursing Leadership (A.O.N.L.) Certified in Executive Nursing Practice (C.E.N.P.). <https://www.aonl.org/initiatives/cenp>
- American Nurses Credentialing Center (A.N.C.C.) Nurse Executive (NE-BC). <https://www.nursingworld.org/our-certifications/nurse-executive>
- American Nurses Credentialing Center Nurse Executive, Advanced (NEA-BC). www.nursingworld.org/our-certifications/nurse-executive-advanced/
- Healthcare Information and Management Systems Society (HIMSS) Certified Professional in Health Information & Management Systems (CPHIMS). www.himss.org/resources-certification/cphims
- American Nurses Credentialing Center (A.N.C.C.) Informatics Nursing Certification (R.N.-BC) and have three years of informatics experience, with two of those years in a health care setting. <https://www.nursingworld.org/our-certifications/informatics-nurse/>

Applicants may be awarded up to 500 clinical hours upon enrollment dependent on portfolio review, systems practice experience, and national certification relevant to advanced systems practice.

3. Applicants with a MSN or MN in Nursing Education to the Advanced Systems track must complete additional MSN level courses in Nursing and Healthcare Leadership as part of the DNP program and prior to enrollment in DNP courses, which lengthens the program of studies. A gap analysis will be conducted to evaluate completion of graduate level courses in Leadership, Finance, and Quality Improvement. The program length will be based on the individual gap analysis. After completing the MSN level courses, the student continues in DNP courses. Applicants with MSN or MN in Nursing Education to the advanced systems practice track must be certified or eligible for certification in one of the following:

- American Organization for Nursing Leadership (A.O.N.L.) Certified in Executive Nursing Practice (C.E.N.P.). <https://www.aonl.org/initiatives/cenp>
- American Nurses Credentialing Center (A.N.C.C.) Nurse Executive (NE-BC). www.nursingworld.org/our-certifications/nurse-executive/
- American Nurses Credentialing Center Nurse Executive, Advanced (NEA-BC). www.nursingworld.org/our-certifications/nurse-executive-advanced/
- Healthcare Information and Management Systems Society (HIMSS) Certified Professional in Health Information & Management Systems (CPHIMS). www.himss.org/resources-certification/cphims
- American Nurses Credentialing Center (A.N.C.C.) Informatics Nursing Certification (R.N.-BC) and have three years of informatics experience, with two of those years in a health care setting. <https://www.nursingworld.org/our-certifications/informatics-nurse/>

Applicants may be awarded up to 500 clinical hours upon enrollment dependent on portfolio review, prior MSN clinical hours, systems practice experience, and national certification relevant to advanced systems practice.

Entry to DNP Executive Leadership Track:

This track has four entry options:

1. MSN in health care leadership or in nursing administration. Applicants may be awarded up to 500 clinical hours upon enrollment dependent on portfolio review, prior MSN clinical hours, systems practice experience, and national certification relevant to executive leadership practice.
2. MSN in other advanced nursing practice specialties.
3. BSN with a master's in a non-nursing, business- or health-related field (e.g. MBA, MPH, MHA, MMHC). Applicants may be awarded up to 500 clinical hours upon enrollment dependent on portfolio review, systems practice experience, and national certification relevant to executive leadership practice.
4. MSN in Nursing Education: Applicants with an MSN or MN in Nursing Education must complete additional MSN level courses in Nursing and Healthcare Leadership as part of the DNP program and prior to enrollment in DNP courses, which lengthens the program of studies. A gap analysis will be conducted to evaluate completion of graduate level courses in Leadership, Finance, and Quality Improvement. The program length will be based on the individual gap analysis. After completing the MSN level courses, the student continues in DNP courses. Applicants may be awarded up to 500 clinical hours upon enrollment dependent on portfolio review, prior MSN clinical hours, systems practice experience, and national certification relevant to executive leadership practice.

Applicants to the Executive Leadership track must be certified or eligible for certification in one of the following:

- American Organization for Nursing Leadership (A.O.N.L.) Certified in Executive Nursing Practice (C.E.N.P.) <https://www.aonl.org/initiatives/cenp>
- American Nurses Credentialing Center (A.N.C.C.) Nurse Executive (NE-BC) nursingworld.org/our-certifications/nurse-executive/
- American Nurses Credentialing Center Nurse Executive, Advanced (NEA-BC) nursingworld.org/our-certifications/nurse-executive-advanced/
- American College of Healthcare Executives (ACHE). Fellow of the American College of Healthcare Executives (FACHE). [ache.org/fache](https://www.ache.org/fache)

Entry with MSN Adding Post-Master's Certificate

Vanderbilt offers post-master's entry for advanced practice nurses who hold an MSN and wish to pursue additional advanced practice specialty credential. Applicants to the Advanced Clinical Practice track with an MSN or MN in majors such as nursing education or clinical nurse leader must complete a Post-Master's Certificate in an advanced clinical practice specialty (Nurse-Midwifery or Nurse Practitioner) as part of the DNP program, which lengthens the program of studies. The program length will be based on the individual portfolio review. After completing the Post-Master's Certificate portion, the student is eligible to take the national certification exam in the selected specialty, if required by the specialty, and continue in DNP courses. Applicants pursuing a new specialty should address their career goals for the new specialty as part of the DNP statement of professional goals.

Entry to BSN to DNP Track

The BSN to DNP track is available for the following specialties: Adult-Gerontology Acute Care Nurse Practitioner (AGACNP) or Family Nurse Practitioner/Emergency Nurse Practitioner

(FNP/ENP). The BSN entry to the DNP integrated program prepares students to provide an advanced level of evidence-based care to acute and critical care patient populations (AGACNP) or emergency care across the lifespan for all acuties (FNP/ENP). The program emphasizes the implementation and evaluation of evidence, systems-level thinking, care quality and safety, and the development of meaningful interventions that may improve outcomes of care for the selected patient population. The program prepares students to serve as leaders in their area of practice.

The BSN entry to the DNP program gives registered nurses with a Bachelor of Science in Nursing degree the ability to earn a Doctorate of Nursing Practice degree in eight semesters, without first obtaining a masters-level nursing degree. The BSN entry to DNP program requires the completion of 65-67 (AGACNP) or 79 (FNP/ENP) semester credit hours. The program is structured so that students complete nurse practitioner specialty and core DNP coursework first, and then transition into DNP-specific practice courses. Students will be eligible to take the specialty certification exam upon completion of the degree and will be doctoral-prepared adult-gerontology acute care nurse practitioners or family nurse practitioner/emergency nurse practitioners upon graduation. BSN entry to DNP students will complete a minimum of 1000 clinical/practice hours.

The DNP curriculum places great intellectual, psychological, motor, and sensory demands on students. In accordance with Vanderbilt's non-discrimination policy, the DNP Student Admissions and Academic Affairs Committee (SAAA) is charged with making individualized determinations of the ability of each candidate for admission to successfully complete the degree requirements. Vanderbilt School of Nursing considers the Internet communication link an essential learning resource for doctoral students. DNP students will be required to have a home computer, printer, and Internet service provider that has high-speed, broadband Internet access.

DNP PROGRAM ADMINISTRATION



Assistant Dean for Academics, Doctoral Nursing Practice

Terri L. Allison, DNP, ACNP-BC, FAANP
Office Location: 224 Godchaux Hall

Appointments with Dr. Allison may be scheduled by calling 615.343.7732 or by e-mail at terri.allison@vanderbilt.edu.



DNP Program Manager

Pam Pettis
Office Location: 223 Godchaux Hall
Telephone: 615.343.8419
pam.pettis@vanderbilt.edu

DNP DEGREE REQUIREMENTS

DNP Advanced Clinical Practice Track, Advanced Systems Practice Track, and Executive Leadership Track.

Three post-master's entry tracks for the DNP degree are available. The curriculum includes 36 hours of required coursework and can be completed over five or six semesters. Courses are delivered using a combination of formats with one on-site intensive experience each semester, comprised of 3-4 days each, with the remainder of the coursework completed using distance learning technologies. Requirements for the degree include successful completion of advanced coursework to include a minimum of 500 hours of practice integration and the successful completion of a project. All degree requirements must be completed within five years of enrollment.

Course Load: The unit of measure of the student's work load is the semester hour. All references to credit hours are semester hours. The normal full-time schedule is 6 hours per semester. The student's status is defined as follows:

- Full time: Enrolled in 6 or more credit hours.
- Three-quarter time: Enrolled in 4 to 5 credit hours.
- Half time: Enrolled in 2 to 3 credit hours.
- Less than half-time: Enrolled in at least 1 hour.

CURRICULUM OVERVIEW

The program requires 36 credit hours of study. The 36 credit hours required for graduation are detailed below. Nurse Faculty Loan recipients may be required to take additional credit hours.

Required Courses		Credit Hours
NURS 8010	Evidence-Based Practice I: The Nature of Evidence	2
NURS 8012	Informatics for Scholarly Practice	2
NURS 8064	Scholarly Writing	1
NURS 8014	Statistics in Health Sciences	3
NURS 8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3
NURS 8024	Epidemiology	3
NURS 8032	Health Care Economics and Finance	3

or NURS 8034	Advanced Health Economics and Finance	
NURS 8042	Quality Improvement and Patient Safety	3
NURS 8044	Management of Organizations and Systems	3
or NURS 8045	Evidence-Based Mgmt in Health Care Organizations and Systems (required for Executive Leadership Track)	
NURS 8052	Health Policy	2
NURS 8054	Legal and Ethical Environment	3
NURS 8105	Integrative Application of Evidence-Based Practice	4
NURS 8069	Lean Methodology (required for Executive Leadership Track)	2
	Elective Courses	2/4
	Total	36

PRACTICE HOURS

VUSN DNP graduates are scholars expected to collaborate in complex health environments with diverse populations, translate and apply evidence to clinical decision making; lead the development, testing, and dissemination of care standards; and advocate for policy and initiatives with stakeholders, to improve health outcomes. Informed by *The Essentials of Doctoral Education for Advanced Nursing Practice* (AACN, 2006), practice experiences are designed to provide opportunities to expand on proficiency and mastery of APN or systems competencies.

All VUSN DNP students are required during their course of study to complete a minimum of 500 DNP practice hours within their professional practice setting or in practice sites created through collaborative partnerships with students, faculty and agencies.

1. Students entering the program with a MSN in an advanced nursing practice specialty (APRN, leadership/administration, informatics) are required to complete 500 practice hours, for a total minimum of 1000 post-baccalaureate hours.
2. Students entering the program with a BSN and a Master's in a non-nursing, business- or health-related field or with a MSN or MN in Nursing Education to the Advanced Systems or Executive Leadership track may be awarded up to 500 practice hours prior to enrollment in DNP courses if certified by the American Association of Nursing Leadership (AONL), the American Nurses Credentialing Center (ANCC), Healthcare Information and Management Systems Society (HIMSS), or the American College of Healthcare Executive (ACHE); and are required to complete 500 practice hours for a total minimum of 1000 post-baccalaureate hours.

3. Students entering the program with a MSN and adding a post-master's certificate in a nurse practitioner or nurse midwifery specialty are required to complete a minimum of 500 NP or NMW specialty direct patient care clinical hours and 500 DNP practice hours.
4. Students entering with a BSN to the DNP Advanced Clinical Practice track in a specialty area are required to complete a minimum of 500 NP specialty direct patient care clinical hours and 500 DNP practice hours for a total minimum of 1000 post-baccalaureate hours.

Practice hours are designed to demonstrate synthesis of expanded knowledge acquired within the DNP curriculum. The practice portion of the curriculum demonstrates the student's capability to meet the core competencies of the DNP degree, and the advanced nursing practice specialty, as appropriate. The practice hours are documented in the specialty-related clinical hours (BSN to DNP, PMC) and the DNP Practice Hours Log.

Practical learning experiences are structured in a 4-credit Integrative Application course completed over 4 semesters that includes course objectives for meeting overall program outcomes. This course is taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits. The course provides the student the opportunity to develop, propose, implement and defend the project, the hallmark of the VUSN practice doctorate. Completion of the project demonstrates synthesis of the student's knowledge from curriculum courses and unique practice experiences, achievement of competencies, and unique expertise in the student's specified area of practice.

The hours can be demonstrated through a variety of methods including:

- In-depth work/mentorship/collaboration with experts from nursing, as well as other disciplines
- Student engagement within practice environments
- An opportunity to build and assimilate knowledge for advanced specialty practice at a high level of complexity
- An opportunity for further synthesis and expansion of learning
- Experience in the context within which the final DNP project is completed
- An opportunity to integrate and synthesize the *DNP Essentials* and specialty requirements necessary to demonstrate competency in an area of specialized advanced nursing practice.

Practice hours are self-reported and documented in the student's DNP Practice Hours Log and the specialty-related clinical hours log, as appropriate.

RATIO OF CREDIT HOURS TO CLOCK HOURS

Didactic

Courses offered in a blended format with one or more required face-to-face class sessions and one or more required online sessions. VUSN documents these activities through the class schedule or syllabus assuring that DNP students are meeting the minimum semester-hour, credit-hour requirement for the credit awarded. One credit hour for one hour of activity per week – 1:1.

Independent Study

Independent learning or experience involving self-directed learning under indirect supervision by course or clinical faculty (credit varies according to type of activity).

Practicum

Practica are designed to demonstrate synthesis of expanded knowledge acquired within the DNP curriculum. For doctoral level courses, one credit hour reflects nine hours of activity per week – 1:9. Practicum hours are not substantiated by the students' expertise in the health-care system demonstrated prior to the DNP program nor by time spent working on classroom assignments. The practicum hours signify the capability of the student to meet *The Essentials of Doctoral Education for Advanced Nursing Practice* (AACN, 2006). A minimum of 1,000 hours post BSN or 500 hours post-master's is required.

Students may complete practice hours at their site of employment as an advanced practice nurse, health system leader, or nurse informaticist. VUSN will execute affiliation agreements with specified agencies for the student's practica course work, if required. All requirements for practica should be completed and on file (see Registration) at the time of enrollment or prior to enrollment in NURS 8105, *Integrative Application to Evidence-Based Practice*. Practice mentors and/or agencies may require drug screening, fingerprinting, additional criminal background checks or other requirements specific to that site. Costs associated with these processes are the responsibility of the student.

Clinical experiences and Practica for AGACNP and FNP/ENP BSN to DNP specialty level courses: See VUSN catalog: MSN Ratio of Credit Hours to Clock Hours.

(<https://www.vanderbilt.edu/catalogs/documents/nursing.pdf>)

Intensive Sessions

All students are required to attend an on-campus intensive session at the beginning of each semester. Time on campus may vary depending on individual programs of study. Detailed intensive schedules are distributed to students and made available on the VUSN Web site at least 4 weeks prior to each intensive session. Attendance is required for successful completion of the DNP program.

2022-23 Intensive Dates

- Fall: August 29-September 1, 2022 (Monday-Thursday)
- Spring: January 9-12, 2023 (Monday-Thursday)
- Summer: May 15-18, 2023 (Monday-Thursday)

Doctor of Nursing Practice (DNP) Program Curriculum Plans

VUSN: DNP CURRICULUM PLANS

5 Semester Plan

Fall Year 1			Spring Year 1			Summer Year 1		
	Semester 1	Cr		Semester 2	Cr		Semester 3	Cr
N8010	Evidence-Based Practice I: The Nature of Evidence	2	N8014	Statistics in Health Sciences	3	N8024	Epidemiology	3
N8042	Quality Improvement & Patient Safety	3	N8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3	N8032	Health Care Economics and Finance	3
N8064	Scholarly Writing	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1
							Elective ²	2-3
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(7)	Total Semester Credits/Hours		(9-10)
Total Credits/Hours: 22-23								
Fall Year 2			Spring Year 2					
	Semester 4	Cr		Semester 5	Cr			
N8012	Informatics for Scholarly Practice	2	N8052	Health Policy	2			
N8044	Management of Organizations and Systems	3	N8054	Legal and Ethical Environment	3			
N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1			
				Elective ²	2-3			
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(8-9)			
Total Credits/Hours: 14-15								
Total Program Credits: 36								

¹ N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits

²Electives may be taken any semester

6 Semester Plan

Fall Year 1			Spring Year 1			Summer Year 1		
	Semester 1	Cr		Semester 2	Cr		Semester 3	Cr
N8010	Evidence-Based Practice I: The Nature of Evidence	2	N8014	Statistics in Health Sciences	3	N8024	Epidemiology	3
N8042	Quality Improvement & Patient Safety	3	N8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3	N8032	Health Care Economics and Finance	3
N8064	Scholarly Writing	1				N8105 ¹	Integrative Application of Evidence-Based Practice	1
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(7)
Total Credits/Hours:								19
Fall Year 2			Spring Year 2			Summer Year 2		
	Semester 4	Cr		Semester 5	Cr		Semester 6	Cr
N8012	Informatics for Scholarly Practice	2	N8052	Health Policy	2		Elective ²	2-3
N8044	Management of Organizations and Systems	3	N8054	Legal and Ethical Environment	3		Elective ²	2-3
N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ₁	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(5-7)
Total Credits/Hours:								17-19
Total Program Credits: 36								

¹N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits.

²Electives may be taken any semester

5 Semester Plan - Executive Leadership

Fall Year 1			Spring Year 1			Summer Year 1		
	Semester 1	Cr		Semester 2	Cr		Semester 3	Cr
N8010	Evidence-Based Practice I: The Nature of Evidence	2	N8014	Statistics in Health Sciences	3	N8024	Epidemiology	3

N8042	Quality Improvement & Patient Safety	3	N8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3	N8032 or N8034 ³	Healthcare Economics and Finance <i>OR</i> Advanced Healthcare Economics and Finance	3
N8064	Scholarly Writing	1	N8069	Lean Methodology in Healthcare <i>May be taken Spring Year 1 or Year 2</i>	2	N8105 ¹	Integrative Application of Evidence-Based Practice	1
			Elective ²	<i>May be taken if not enrolled in N8069</i>	2-3			
			N8105 ¹	Integrative Application of Evidence-Based Practice	1			
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(9)	Total Semester Credits/Hours:		(7)
Total Credits/Hours: 22								
Fall Year 2			Spring Year 2			Summer Year 2		
	Semester 4	Cr		Semester 5	Cr			
N8012	Informatics for Scholarly Practice	2	N8052	Health Policy	2			
N8045	Evidence-Based Leadership in Healthcare Organizations: Creating Sustainable Value in Health Care	3	N8054	Legal and Ethical Environment	3			
N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1			
			N8069	Lean Methodology in Healthcare <i>May be taken Spring Year 1 or Year 2</i>				
			Elective ²	<i>May be taken if not enrolled in N8069</i>	2-3			
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(8-9)	Total Credits/Hours: 14-15		
Total Program Credits: 36								

¹ N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits

²Electives may be taken any semester

³Choose N8032 or N8034 after discussion with course coordinator

Revised 3/24/22

6 Semester Plan - Executive Leadership

Fall Year 1			Spring Year 1			Summer Year 1		
	Semester 1	Cr		Semester 2	Cr		Semester 3	Cr
N8010	Evidence-Based Practice I: The Nature of Evidence	2	N8014	Statistics in Health Sciences	3	N8024	Epidemiology	3
N8042	Quality Improvement & Patient Safety	3	N8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3	N8032 or N8034 ³ <i>May be taken Year 1 or Year 2</i>	Healthcare Economics and Finance <i>OR</i> Advanced Healthcare Economics and Finance	3
N8064	Scholarly Writing	1	N8069	Lean Methodology in Healthcare <i>May be taken Spring Year 1 or Year 2</i>	2	N8105 ¹	Integrative Application of Evidence-Based Practice	1
Total Semester Credits/Hours		(6)	Total Semester Credits/Hours		(8)	Total Semester Credits/Hours		(7)
Total Credits/Hours:								21
Fall Year 2			Spring Year 2			Summer Year 2		
	Semester 4	Cr		Semester 5	Cr		Semester 6	Cr
N8012	Informatics for Scholarly Practice	2	N8052	Health Policy	2		Elective ²	1-3
N8045	Evidence-Based Leadership in Healthcare Organizations: Creating Sustainable Value in Health Care	3	N8054	Legal and Ethical Environment	3	N8032 or N8034 ³	Healthcare Economics and Finance <i>OR</i> Advanced Healthcare Economics and Finance	3 <i>May be taken Year 1 or Year 2</i>
N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1	N8105 ¹	Integrative Application of Evidence-Based Practice	1

			N8069	Lean Methodology in Healthcare <i>May be taken Spring Year 1 or Year 2</i>	2			
Total Semester Credits/Hours (6)			Total Semester Credits/Hours (6)			Total Semester Credits/Hours (5-7)		
Total Credits/Hours: 17-19								
Total Program Credits: 36								

¹ N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits

²Electives may be taken any semester

³Choose N8032 or N8034 after discussion with course coordinator

BSN Entry to DNP Advanced Clinical Practice Tracks

BSN ENTRY TO ADVANCED CLINICAL PRACTICE DNP: AGACNP SPECIALTY

BSN Entry to DNP: AGACNP Curriculum Plan and Required Hours			
<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall Year 1	NURS 6045	Professional Formation 1: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6102	Advanced Physiology and Pathophysiology	4
	NURS 6103	Advanced Pharmacotherapeutics	3
	NURS 6114	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology ACNP I	3
	NURS 8064	Scholarly Writing	1
Semester Total			13
Spring Year 1	NURS 6124	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology ACNP II	3
	NURS 8014	Statistics in Health Sciences	3
	NURS 8054	Legal and Ethical Environment	3
	Semester Total		
Summer Year 1	NURS 6134	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology ACNP III	3
	NURS 8024	Epidemiology	3
	NURS 8032	Health Care Economics and Finance	3
Semester Total			9
Fall Year 2	NURS 6101	Advanced Health Assessment and Clinical Reasoning	3
	NURS 6105	Advanced Health Assessment Applications for the Adult-Gerontology Acute Care Nurse Practitioner	1
	NURS 8010	Evidence-Based Practice I: The Nature of Evidence	2
	NURS 8042	Quality Improvement and Patient Safety	3
Semester Total			9
Spring Year 2	NURS 6115	Adult-Gerontology Acute Care Nurse Practitioner Practicum ³	4
	NURS 8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3

	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
		Elective 1 (specialty required) ¹	2-3
Semester Total			10 – 11
Summer Year 2	NURS 6075	Professional Formation 4: Transition to Advanced Nursing Practice	1
	NURS 6195	Adult-Gerontology Acute Care Nurse Practitioner Preceptorship	4
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
Semester Total			6
Fall Year 3	NURS 8012	Informatics for Scholarly Practice	2
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
	NURS 8044	Management of Organizations and Systems	3
	NURS 8080	Clinical Independent Study ²	2
Semester Total			6 – 7
Spring Year 3	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
	NURS 8052	Health Policy	2
Semester Total			3
Program Total			65 – 67

¹Four elective credit hours are required for the DNP degree. Elective 1 may be MSN or DNP level, as designated by the chosen specialty/foci. The elective may be 2 or 3 credits, but must be at least 2 credits.

²This course is not required to meet the specialty requirements for certification. The course offers an opportunity for students to obtain more in-depth clinical experience in an area of interest.

³AGACNP requires 630 specialty clinical hours; 500 direct clinical practice hours are required for board examination eligibility; specialty clinical hours are based upon a 1:5 ratio.

⁴DNP requires a minimum of 1000 practice hours post BSN. BSN to DNP students complete a minimum of 500 practice hours. DNP practice hours are based upon a 1:9 ratio.

⁵N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits

BSN ENTRY TO ADVANCED CLINICAL PRACTICE DNP: FNP/ENP SPECIALTY

BSN ENTRY to DNP: FNP/ENP Curriculum Plan and Required Hours			
<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall	NURS 6010	Advanced Pathophysiology	3

Year 1			
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6045	Professional Formation 1: Roles and Contexts for Advanced Nursing Practice	2
	NURS 8064	Scholarly Writing	1
		Semester Total	12
Spring Year 1	NURS 6032	Advanced Practice Nursing in the Primary Care of the Woman	1
	NURS 6036	Advanced Practice Nursing in the Primary Care of the Child & Adolescent	3
	NURS 6521	The Context of Primary Care: FNP Domains and Core Competencies for Practice	2
	NURS 6532	Advanced Practice Nursing in the Primary Care of the Older Adult	1
	NURS 8014	Statistics in Health Sciences	3
	NURS 8054	Legal and Ethical Environment	3
		Semester Total	13
Summer Year 1	NURS 6143	Fundamentals of Point of Care Ultrasound for the Advanced Practice Provider	2
	NURS 8024	Epidemiology	3
	NURS 8032	Health Care Economics and Finance	3
		Semester Total	8
Fall Year 2	NURS 6030	Advanced Practice Nursing in Primary Care of the Adult	3
	NURS 6305	Advanced Health Assessment Applications for the Emergency NP	1
	NURS 6535	Practicum in Primary Care of the Adult Dual Specialty	3
	NURS 8010	Evidence-Based Practice I: The Nature of Evidence	2
	NURS 8042	Quality Improvement and Patient Safety	3
		Semester Total	12
Spring Year 2	NURS 6301	Concepts of Advanced Emergency Nursing	3
	NURS 6385	Practicum in Emergency Care I ³	1
	NURS 6525	Practicum in Primary Health Care of the Child and Adolescent	2
	NURS 6395	Practicum in Emergency Care II	1
	NURS 8022	Evidence-Based Practice II: Evaluating and Applying Evidence	3
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
		Semester Total	11
Summer Year 2	NURS 6361	Pathophysiology & Collaborative Management in Emergent and Critical Care	3

	NURS 6365	Trauma, Emergency & Critical Care Clinical I	3
	NURS 6595	FNP Preceptorship for AGACNP/FNP Dual Specialty	3
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
Semester Total			10
Fall Year 3	NURS 8080	Clinical Independent Study ¹	2
	NURS 8012	Informatics for Scholarly Practice	2
	NURS 8044	Management of Organizations and Systems	3
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
Semester Total			8
Spring Year 3	NURS 8052	Health Policy	2
	NURS 8105	Integrative Application of Evidence-Based Practice ^{4,5}	1
		Elective ²	2
Semester Total			5
Program Total			79

¹Course is not required to meet the specialty requirements for certification. Course offers an opportunity for students to obtain more in-depth clinical experience in an area of interest.

²Four elective credit hours are required for the DNP degree. Electives may be MSN or DNP level, as designated by chosen specialty. Electives may be 2 or 3 credits, but must be at least 2 credits.

³FNP/ENP requires 980 specialty clinical hours (MSN clinical hours are based upon a 1:5 ratio)

⁴DNP requires a minimum of 1000 practice hours post BSN. BSN to DNP students complete a minimum of 500 practice hours. DNP practice hours are based upon a 1:9 ratio.

⁵ N8105 is a cumulative course taken over four semesters. One credit is awarded each term a grade of Satisfactory is earned, for a maximum of four credits

VUSN: Master of Nursing Practice (MN) Program

ENTRY INTO MN PROGRAM

Students enter the VUSN Master of Nursing Degree program as follows:

Students with an undergraduate or graduate degree in a field other than nursing may complete the MN program in four semesters of full-time study.

PROGRAM OVERVIEW

The Generalist Master of Nursing (MN) program is designed for individuals with an earned bachelor's degree in a field other than nursing who wish to enter the discipline as generalist registered nurses. This program prepares students as registered nurses well-prepared for delivery of high-quality, comprehensive care with respect for individual uniqueness and within an evidenced-based framework grounded in principles of sound clinical judgment. Graduates will demonstrate advanced competency in health justice, nursing leadership, interprofessional teamwork, and nursing informatics, as well as introductory clinical teaching competencies.

The curriculum consists of a total of 65 credit hours across 4 semesters, with 1300 clinical hours across primary, post-acute care, acute and critical care, community-living, and community agency practice settings. Innovative curricular design will foster active clinically-focused learning and practice of key affective, cognitive, and psychomotor skills essential for safe, quality nursing practice. High credit hours in three of the four semesters are strategically structured with peer-engaged, faculty-facilitated active learning to foster application of core concepts to exemplar clinical situations across the lifespan, minimizing lecture and reading. The final semester focuses on synthesis of conceptual and clinical learning including introductory clinical teaching and advanced competency in health justice, nursing leadership, interprofessional teamwork, and nursing informatics. Students will also select a focus track for this final semester that fosters additional competency in a population (pediatrics, adult complex care, childbearing families, care of persons with mental health illnesses) and an elective in introductory clinical teaching, global health, nursing informatics and innovation, or advanced practice nursing.

PROGRAM OUTCOMES

On completion of the MN program, students will be able to:

1. Synthesize knowledge from nursing, the humanities, the biophysical and social sciences, and current evidence to engage in professional nursing practice.

2. Promote health and prevent illness in diverse patient populations through targeted education in multiple settings across transitions of care.
3. Provide safe, culturally responsive health care to individuals, families, communities, and populations in diverse settings, through use of critical thinking, clinical reasoning, ethical decision-making, and information management, both independently and in collaboration with health care teams.
4. Demonstrate leadership in professional nursing practice through commitment to reflective practice, accountability for nursing actions, patient advocacy, and evidence-based practice.
5. Engage in improvement of the health care delivery system through inquiry and action into socioeconomic, political, legal, and ethical issues affecting professional nursing practice.

Master of Nursing (MN) Program Curriculum Plans



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Master of Nursing Program Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Spring 1	NURS 8212	Knowledge and Identity for Nursing Practice	2
	NURS 6022	Physiology and Pathophysiology for Advanced Nursing Practice	4
	NURS 5600	Pharmacotherapy for Nursing Practice	2
	NURS 8214	Social and Structural Influences on Health	3
	NURS 5610	Fundamentals of Clinical Practice	3
	NURS 5615	Health Assessment and Nursing Intervention Lab	1
	NURS 5625	Fundamental Nursing Care of Adults and Older Adults	2
	Summer 1	NURS 8222	Appraisal of Evidence for Nursing Practice
NURS 5701		Human Experience of Health and Illness 1	5
NURS 5703		Pharmacotherapy for Populations 1	2
NURS 8224		Analysis of Health and Systems Outcomes	2
NURS 5735		Interprofessional Chronic Illness Management Practicum 1	1
NURS 5745		Community Engagement Practicum 1	0.5
NURS 5715		Mental Health Nursing Care of Individuals, Groups, and Families (weeks 7-12)	1
NURS 5725		Nursing Care of Children and Families (weeks 1-6)	1
NURS 5706		Clinical Reasoning and Judgment in Nursing Practice	1
Fall 1		NURS 8232	Leadership for Change
	NURS 5801	Human Experience of Health and Illness 2	5
	NURS 5803	Pharmacotherapy for Populations 2	2
	NURS 8234	Advocacy for Health Equity	3
	NURS 5835	Interprofessional Chronic Illness Management Practicum 2	1
	NURS 5845	Community Engagement Practicum 2	0.5
	NURS 5815	Nursing Care of Childbearing Families (weeks 1-5)	1

	NURS 5825	Nursing Care of Adults and Older Adults with Acute Complex and Chronic Illness (weeks 6-14)	2
	NURS 5806	Advancing Clinical Reasoning and Judgment in Nursing Practice	1
Spring 2			
	NURS 5915	Practicum for Transition to Nursing Practice	5
	NURS 5935	Interprofessional Chronic Illness Management Practicum 3	1
	NURS 5945	Community Engagement Practicum 3	1
	NURS 5906	Complex Clinical Reasoning and Judgment in Nursing Practice	2
	NURS 5903	Advanced Generalist Role Integration	2
	Elective/s	(Global health, clinical teaching, nursing informatics, or advanced practice nursing)	3
		Program Total	65

VUSN: Master of Science in Nursing (MSN) Program

ENTRY INTO MSN PROGRAM

Students enter the VUSN Master's Degree program in one of the following categories:

MSN PreSpecialty

Students with an undergraduate or graduate degree in a field other than nursing may complete the MSN program in six semesters of full-time study: three semesters of upper division generalist PreSpecialty nursing courses to meet the AACN Baccalaureate Essentials (that do not end in a BSN-equivalent degree but move to the specialist level of the MSN program) and three semesters of the specialty master's component to meet the AACN Master's Essentials.*

ASN to MSN

Students who are already registered nurses from Associate Degree and Diploma programs may complete the MSN program in five semesters of full-time study: two semesters of generalist nursing courses to meet the AACN Baccalaureate Essentials (tailored to RNs) and three semesters of the specialty master's component to meet the AACN Master's Essentials.*

BSN to MSN

Students with a BSN degree can complete the MSN degree in three semesters of full-time study. *They enter directly into the specialty master's component of the MSN program. The MSN degree is granted based on completion of a minimum of 36 credit hours.

*Some master's specialties are longer than three semesters

TRANSITIONAL OBJECTIVES

On completion of the MSN PreSpecialty generalist courses, students will be able to:

- Synthesize knowledge from nursing, the humanities, biophysical and social sciences, and current evidence to engage in professional nursing practice.
- Promote health and prevent illness in diverse patient populations through targeted education in multiple settings across transitions of care.
- Provide safe, culturally responsive health care to individuals, families, communities, and populations in diverse settings, through use of critical thinking, clinical reasoning, ethical decision-making, and information management, both independently and in collaboration with health care teams.
- Demonstrate leadership in professional nursing practice through commitment to reflective practice, accountability for nursing actions, patient advocacy, and evidence-based practice.

- Engage in improvement of the health care delivery system through inquiry and action into socioeconomic, political, legal, and ethical issues affecting professional nursing practice.

MSN PROGRAM GOALS

MSN Specialty Level program prepares students:

- For advanced practice roles including nurse-midwives, nurse practitioners, nurse informaticists, and nurse leaders who have expertise and advanced knowledge in a specialty area and can function in complex situations either independently and/or collaboratively with health care teams;
- To evaluate and apply advanced knowledge by means of critical thinking, clinical reasoning, ethical principles, and the use of current and emerging technologies in relation to advanced nursing practice;
- To engage in quality improvement initiatives and the delivery of safe, culturally responsive, high quality nursing care of individuals and populations using leadership skills;
- To evaluate and/or advocate for policies that improve the health of the public and the profession of nursing incorporating ethical principles.

All students are expected to meet the above program goals whether they enter the MSN program with a BSN, an ASN, or a bachelor's degree other than nursing. Students who must complete a PreSpecialty component of the program must also meet transitional objectives upon completion of the PreSpecialty nursing courses.

Dual MSN/MTS, MSN/MDiv Programs

The Master of Science in Nursing/Master of Theological Studies (MSN/MTS) and Master of Science in Nursing/Master of Divinity (MSN/MDiv) are dual degrees that provide the potential to attract outstanding students to two schools and will benefit both schools, encouraging interdisciplinary work and intra-school collaboration.

Post-Master's Certificate

The purpose of the Post-Master's Certificate (PMC) program is to provide, for nurses who already hold a master's degree in nursing, an educational route to specialization in an area other than that obtained in their master's program. The program is designed to strengthen or broaden the clinical capabilities of master's-prepared nurses who are planning a role expansion or role change. Students who complete a post-master's certificate are expected to master the same specialty outcome criteria as students in a MSN advanced nursing practice specialty.

Post-master's certificate students must successfully complete all didactic and clinical requirements of the desired area of practice. To obtain a PMC in a nurse practitioner specialty, students are required to complete a minimum of 500 supervised hours in direct patient care.

The program of study includes academic and clinical courses, and completion results in awarding a certificate of academic achievement of post-master's study. Students do not complete a second MSN, but only the necessary courses to earn the PMC in the new specialty

area. Completion of the requirements for the PMC is posted on the student's official Vanderbilt University transcript. Students who complete a PMC are not awarded a Vanderbilt University School of Nursing pin—the pin is presented only to students who complete the MSN.

The Post-Master's Certificate Nursing Program goals/objectives are to prepare:

- For advanced practice roles including nurse-midwives, nurse practitioners, nurse informaticists, and nurse leaders who have expertise and advanced knowledge in a specialty area and can function in complex situations either independently and/or collaboratively with health care teams;
- To evaluate and apply advanced knowledge by means of critical thinking, clinical reasoning, ethical principles, and the use of current and emerging technologies in relation to advanced nursing practice.

Program of Studies for Post-Master's Certificates

Advanced Practice Nursing Clinical Specialties

The specialty director develops an individualized program of studies for a PMC student based on an evaluation of the student's prior academic work and a gap analysis of courses/experiences needed to qualify for advanced practice certification in the student's selected specialty. The student's program of study will contain didactic and clinical experiences that will allow the student to master essential competencies and meet eligibility criteria for testing for national certification in the new population focused area of practice. Each student's record contains documentation of credit granted for prior didactic and clinical experiences through a gap analysis. The transcript for a PMC APRN graduate shows educational preparation for the role and at least one (1) population focus. Completion of the APRN clinical core courses (advanced physiology/pathophysiology, advanced health assessment, and advanced pharmacology) is required. A student may receive credit for APRN clinical core courses that were successfully completed as part of their original Master's degree if, following faculty review of submitted course syllabi, those courses are deemed equivalent to APRN clinical core courses required as part of their certificate program. Documentation of previous completion of equivalent APRN clinical core courses or the need to complete the clinical core courses must be listed on the gap analysis. No transfer credit is awarded; all required courses listed on the gap analysis must be taken at VUSN. Twelve credit hours is the usual minimum number of course credits required for a PMC; however, total hours required for the certificate depend upon the gap analysis.

Nursing Informatics and Nursing Education

There is a pre-determined PMC plan of study for each specialty. The program of study contains specialty-specific didactic and experiential learning. Completion of APRN clinical core courses is not required. No transfer credit is awarded; all required courses must be taken at VUSN. Twelve credit hours is the minimum number of course credits required for a PMC.

Area of Specialty

Specialties	Specialty Director
Adult-Gerontology Acute Care Nurse Practitioner	Dr. Brian Widmar
Adult-Gerontology Primary Care Nurse Practitioner	Dr. Leslie Hopkins
Emergency Nurse Practitioner	Dr. Jennifer Wilbeck
Family Nurse Practitioner	Dr. Courtney Pitts
Family/Emergency Practitioner	Dr. Jennifer Wilbeck & Dr. Courtney Pitts
Neonatal Nurse Practitioner	Dr. Colleen Moss
Nurse-Midwifery	Dr. Julia Phillippi
Nurse-Midwifery/Family Nurse Practitioner – Dual Focus	Dr. Julia Phillippi & Dr. Courtney Pitts
Nursing and Health Care Leadership	Dr. Debbie Arnow
Nursing Education	Dr. Betsy Kennedy
Nursing Informatics	Dr. Patty Sengstack
Pediatric Nurse Practitioner - Acute Care	Dr. Kim Steanson
Pediatric Nurse Practitioner - Primary Care	Dr. Brittany Nelson
Psychiatric Mental Health Nurse Practitioner (Lifespan)	Dr. Megan Simmons
Women’s Health/Gender-Related Nurse Practitioner	Dr. Ginny Moore
Women’s Health/Adult-Gerontology Primary Care Nurse Practitioner – Dual Focus	Dr. Ginny Moore & Dr. Leslie Hopkins

Master of Science in Nursing (MSN) Program Curriculum Plans

ADULT-GERONTOLOGY ACUTE CARE NURSE PRACTITIONER (AGACNP)



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Adult-Gerontology Acute Care Nurse Practitioner Curriculum Plan and Required Hours

Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6101	Advanced Health Assessment and Clinical Reasoning	3	28			28	56
	NURS 6102	Advanced Physiology and Pathophysiology	4	56				56
	NURS 6103	Advanced Pharmacotherapeutics	3	42				42
	NURS 6105	Advanced Health Assessment Applications for the Adult- Gerontology ACNP	1			70		70
	NURS 6114	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gero ACNP I	3	42				42
	Semester Total			16	196	0	70	28
Spring	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 6115	Adult-Gerontology Acute Care Nurse Practitioner Practicum	4			280		280

	NURS 6124	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gero ACNP II	3	42				42
	Elective	<i>Elective (2 hours required for degree)</i>	2	28				28
Semester Total			12	112	0	280	0	392
Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 6134	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gero ACNP III	3	42				42
	NURS 6195	Adult-Gerontology ACNP Preceptorship	4			280		280
Semester Total			12	112	0	280	0	392
Program Total			40	420	0	630	28	1078

Adult-Gerontology Acute Care Nurse Practitioner 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6102	Advanced Physiology and Pathophysiology	4
Spring 1			
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	Elective	<i>Elective (2 hours required for degree)</i>	2
Summer 1			
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 2			
	NURS 6101	Advanced Health Assessment and Clinical Reasoning	3
	NURS 6103	Advanced Pharmacotherapeutics	3

	NURS 6105	Advanced Health Assessment Application for the Adult-Gerontology Acute Care Nurse Practitioner	1
	NURS 6114	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner I	3
Spring 2	NURS 6115	Adult-Gerontology Acute Care Nurse Practitioner Practicum	4
	NURS 6124	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner II	3
Summer 2	NURS 6134	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner III	3
	NURS 6195	Adult-Gerontology Acute Care Nurse Practitioner Preceptorship	4
			Total Hours
			40

Adult-Gerontology Acute Care Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6102	Advanced Physiology and Pathophysiology	4
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
			Year 1 Total
			13
Fall 2	NURS 6103	Advanced Pharmacotherapeutics	3
	NURS 6114	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner I	3
Spring 2	NURS 6124	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner II	3
	Elective	<i>Elective (2 hours required for degree)</i>	2

Summer 2	NURS 6134	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner III	3
		Year 2 Total	14
Fall 3	NURS 6101	Advanced Health Assessment and Clinical Reasoning	3
	NURS 6105	Advanced Health Assessment Application	1
Spring 3	NURS 6115	Adult-Gerontology Acute Care Nurse Practitioner Practicum	4
Summer 3	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
	NURS 6195	Adult-Gerontology Acute Care Nurse Practitioner Preceptorship	4
		Year 3 Total	13
		Total Hours	40

Adult-Gerontology Acute Care Nurse Practitioner Post Master's Certificate: Sample Full-Time Curriculum Plan **

Semester	Course Number and Name		Credit Hours
Fall	NURS 6101	Advanced Health Assessment and Clinical Reasoning	3
	NURS 6102	Advanced Physiologic and Pathophysiologic Foundations	4
	NURS 6103	Advanced Pharmacotherapeutics	3
	NURS 6105	Advanced Health Assessment Application	1
	NURS 6114	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner I	3
Spring	NURS 6115	Adult-Gerontology Acute Care Nurse Practitioner Practicum	4
	NURS 6124	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner II	3
	Elective	<i>Elective (2 hours required for degree)</i>	2
Summer	NURS 6134	Pathophysiology and Collaborative Management in Acute Care for the Adult-Gerontology Acute Care Nurse Practitioner III	3

	NURS 6195	Adult-Gerontology Acute Care Nurse Practitioner Preceptorship	4
Total Hours			30
<p>• Sample only. All admitted post-master’s students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master’s certificate (PMC) application https://apply.vanderbilt.edu/apply/, all applicants are required to provide syllabi for previous master’s level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:</p> <p>a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.</p> <p>b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.</p> <p>c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived. Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.</p>			
** Part-Time (2 Year) Program of Study is available.			

ADULT-GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER (AGPCNP)



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Adult-Gerontology Primary Care Nurse Practitioner Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 6012	Advanced Health Assessment Lab	1				28	28
	NURS 6020	Advanced Pharmacotherapeutics	3	42				42
	NURS 6034	Adult-Gerontology Primary Care I	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6205	Advanced Health Assessment Apps. for Adult-Gerontology Primary Care NP	1				28	28
	Semester Total		15	182	0	0	56	238
Spring	NURS 6032	Advanced Practice Nursing in the Primary Care of the Woman	1	14				14
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 6215	Adult-Gerontology Primary Care Nurse Practitioner Clinical I	4			280		280
	NURS 6234	Adult-Gerontology Primary Care II	3	42				42
	NURS 6236	Advanced Concepts in the Care of the Older Adult	2	28				28

	Semester Total		13	126	0	280	0	406
Summer	NURS 6031	Advanced Practice Nursing in Primary Care of the Adolescent	1	14				14
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 6231	Essential Procedures for the Primary Care Provider	2	28				28
	NURS 6295	Adult-Gerontology Primary Care Nurse Practitioner Clinical II	4			280		280
		Semester Total	12	112	0	280	0	392
		Program Total	40	420	0	560	56	1036

Adult-Gerontology Primary Care Nurse Practitioner 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6032	Advanced Practice Nursing in the Primary Care of the Woman	1
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 6236	Advanced Concepts in the Care of the Older Adult	2
Summer 1	NURS 6031	Advanced Practice Nursing in Primary Care of the Adolescent	1
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 2	NURS 6012	Advanced Health Assessment Lab	1

	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6034	Adult-Gerontology Primary Care I	3
	NURS 6205	Advanced Health Assessment Applications for Adult-Gerontology Primary Care NP	1
Spring 2			
	NURS 6215	Adult-Gerontology Primary Care Nurse Practitioner Clinical I	4
	NURS 6234	Adult-Gerontology Primary Care II	3
Summer 2			
	NURS 6231	Essential Procedures for the Primary Care Provider	2
	NURS 6295	Adult-Gerontology Primary Care Nurse Practitioner Clinical II	4
Total Hours			40

Adult-Gerontology Primary Care Nurse Practitioner Sample Curriculum Plan for Post Master's Certificate

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6034	Adult-Gerontology Primary Care I	3
	NURS 6205	Advanced Health Assessment Applications for Adult-Gerontology Primary Care NP	1
Spring			
	NURS 6032	Advanced Practice Nursing in the Primary Care of the Woman	1
	NURS 6215	Adult-Gerontology Primary Care Nurse Practitioner Clinical I	4
	NURS 6234	Adult-Gerontology Primary Care II	3
	NURS 6236	Advanced Concepts in the Care of the Older Adult	2
Summer			
	NURS 6031	Advanced Practice Nursing in Primary Care of the Adolescent	1
	NURS 6231	Essential Procedures for the Primary Care Provider	2
	NURS 6295	Adult-Gerontology Primary Care Nurse Practitioner Clinical II	4
Total Hours			30

- Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:
 - a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
 - b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
 - c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived. Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

EMERGENCY NURSE PRACTITIONER



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ENP Post Master's Certificate Curriculum Plan for the FNP Prepared Applicant (Non-AG-ACNP Certification Prep)

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall	NURS 6143	Intro to Point of Care Ultrasound	2	21			14	35
	NURS 6361	Pathophysiology and Collaborative Management in Emergent and Critical Care	3	42				42
	NURS 6365	Trauma, Emergency and Critical Care Clinical I	3			210		210
Semester Total			8	63	0	210	14	287
Spring	NURS 6301	Concepts in Advanced Emergency Nursing	3	28			14	42
	NURS 6375	Trauma, Emergency and Critical Care Clinical II	3			210		210
Semester Total			6	28	0	210	14	252
Program Total			14	91	0	420	28	539

EMERGENCY NURSE PRACTITIONER (FNP/ENP DUAL FOCUS)



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Family / Emergency Nurse Practitioner Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 6012	Advanced Health Assessment Lab	1				28	28
	NURS 6020	Advanced Pharmacotherapeutics	3	42				42
	NURS 6030	Advanced Practice Nursing in Primary Care of the Adult	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6305	Advanced Health Assessment Applications for the Emergency Nurse Practitioner	1			70		70
Semester Total			15	182	0	70	28	280
Spring 1	NURS 6032	Advanced Practice Nursing in the Primary Care of the Woman	1	14				14
	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3	42				42
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 6301	Concepts in Advanced Emergency Nursing	3	28			14	42
	NURS 6385	Practicum-Emergency Care I	1			70		70
	NURS 6521	The Context of Primary Care: FNP Domains and Core Comp for Practice	2	28				28
	NURS 6525	Practicum in Primary Health Care of the Child and Adolescent	2			140		140
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1	14				14
Semester Total			16	168	0	210	14	392
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56

	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 6143	Intro to Point of Care Ultrasound	2	21			14	35
	NURS 6395	Practicum in Emergency Care II	1			70		70
	NURS 6535	Practicum in Primary Health Care of Adult for Dual Specialty	3			210		210
	NURS 6595	Family Nurse Practitioner Preceptorship for Dual Specialty	3			210		210
Semester Total			14	91	0	490	14	595
Fall 2	NURS 6361	Pathophysiology and Collaborative Management in Emergent and Critical Care	3	42				42
	NURS 6365	Trauma, Emergency & Critical Care Clinical I	3			210		210
Semester Total			6	42	0	210	0	252
Program Total			51	483	0	980	56	1519

Family / Emergency Nurse Practitioner Curriculum Plan, Part-Time

<i>Semester</i>	<i>Course Number and Name</i>						<i>Credit Hours</i>	
Fall 1	NURS 6010	Advanced Pathophysiology						3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning						2
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice						2
Spring 1								
	NURS 6032	Primary Care of Women						1
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments						3
	NURS 6521	Context of Primary Care: FNP Domains and Competencies for Practice						2
Summer 1								
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations						4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice						1
	NURS 6143	Introduction to Point of Care Ultrasound						2
Fall 2								
	NURS 6020	Advanced Pharmacotherapeutics						3
	NURS 6030	Advanced Practice Nursing in Primary Care of the Adult						3
	NURS 6305	Advanced Health Assessment Application for Emergency Nurse Practitioner						1
	NURS 6535	Practicum in Primary Health Care of the Adult for Dual Specialty						3
	NURS 6012	Advanced Health Assessment Lab						1
Spring 2								
	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent						3
	NURS 6301	Concepts in Advanced Emergency Nursing						3
	NURS 6385	Practicum in Emergency Care I						1
	NURS 6395	Practicum in Emergency Care II						1
	NURS 6525	Practicum in Primary Health Care of the Child and Adolescent						2
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult						1

Summer 2	NURS 6361	Pathophysiology and Collaborative Management in Emergent and Critical Care	3
	NURS 6365	Trauma, Emergency and Critical Care Clinical I	3
	NURS 6595	Family Nurse Practitioner Preceptorship for Dual Specialty	3
Total Hours			51

FAMILY NURSE PRACTITIONER (FNP)



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Family Nurse Practitioner Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>	
Fall	NURS 6010	Advanced Pathophysiology	3	42				42	
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28	
	NURS 6012	Advanced Health Assessment Lab	1				28	28	
	NURS 6020	Advanced Pharmacotherapeutics	3	42				42	
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3	42				42	
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28	
	NURS 6505	Advanced Health Assessment Applications for the FNP	1			70		70	
	Semester Total			15	182	0	70	28	280
Spring	NURS 6032	Advanced Practice Nursing in Primary Care of the Woman	1	14				14	
	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3	42				42	
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42	
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2	28				28	
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1	14				14	
	NURS 6555	Practicum in Primary Health Care of the Family	4			280		280	
	Semester Total			14	140	0	280	0	420

Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 6575	Clinical Decision Making for the FNP	1				28	28
	NURS 6585	FNP Preceptorship	5			280		350
Semester Total			11	70	0	280	28	448
Program Total			40	392	0	630	56	1148

Family Nurse Practitioner 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2
	NURS 6032	Advanced Primary Care of the Woman	1
		<i>Elective (optional)</i>	
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 2	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3
	NURS 6505	Advanced Health Assessment Applications for the FNP	1
Spring 2	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1
	NURS 6555	Practicum in Primary Health Care of the Family	4
Summer 2	NURS 6575	Clinical Decision Making for the Family Nurse Practitioner	1
	NURS 6585	Family Nurse Practitioner Preceptorship	5
Total Hours			40

Family Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3

	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
Fall 2	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
Spring 2	NURS 6032	Advanced Practice Nursing in Primary Care of the Woman	1
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1
Summer 2	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 3	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3
	NURS 6505	Advanced Health Assessment Applications for the FNP	1
Spring 3	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3
	NURS 6555	Practicum in Primary Health Care of the Family	4
Summer 3	NURS 6575	Clinical Decision Making for the Family Nurse Practitioner	1
	NURS 6585	Family Nurse Practitioner Preceptorship	5
Total Hours			40

Family Nurse Practitioner Sample Curriculum Plan for Post Master's Certificate

Semester	Course Number and Name		Credit Hours
Fall	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3
	NURS 6505	Advanced Health Assessment Applications for the FNP	1
Spring	NURS 6032	Advanced Practice Nursing in Primary Care of the Woman	1
	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1
	NURS 6555	Practicum in Primary Health Care of the Family	4

Summer	NURS 6565	Practicum in Primary Health Care of the Family	1
	NURS 6575	Clinical Decision Making for the Family Nurse Practitioner	1
	NURS 6585	Family Nurse Practitioner Preceptorship	5
Total Hours			31
<p>• Sample only. All admitted post-master’s students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master’s certificate (PMC) application https://apply.vanderbilt.edu/apply/, all applicants are required to provide syllabi for previous master’s level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:</p> <p>a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.</p> <p>b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.</p> <p>c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.</p> <p>Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.</p>			

NURSE EDUCATOR (NE)



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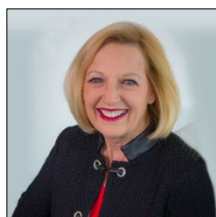
Nurse Educator Post Master's Certificate Sample Curriculum Plan (3 semester)

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Spring	NURS 8066	Curriculum Strategies for Health Professions Education	3
	NURS 8067	Educational Evaluation for Learning in the Health Professions	3
	Semester Total		6
Summer	NURS 8068 OR N8078	N8068 Online Methodologies OR N8078 Innovations in Clinical and Simulation Education	3
		Semester Total	3
Fall	NURSE 8079	Mentored Teaching and Role Synthesis	3
		Semester Total	3
	Program Total		12

Nurse Educator Post Master's Certificate Sample Curriculum Plan (4 semester)

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 8066	Curriculum Strategies for Health Professions Education	3
Spring 1	NURS 8067	Educational Evaluation for Learning in the Health Professions	3
Summer 1	NURSE 8068 OR N8078	Elective (choose 1) N8068 Online Methodologies for Nursing Education OR N8078 Innovations for Teaching in Clinical and Simulated Settings	3
Fall 2	NURS 8079	Mentored Teaching and Role Synthesis	3
	Total Hours		12

NURSING AND HEALTH CARE LEADERSHIP (NHCL)



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Nursing and Health Care Leadership

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6411	Foundations of Leadership	3
	NURS 6710	Fundamentals of Nursing Informatics – Nursing Informatics Professional Formation I	3
Spring 1	NURS 6041	Principles of Healthcare Finance	3
	NURS 6055	Professional Formation II: Application of Evidence in Healthcare Environments	3
Summer 1	NURS 6408	Strategic Planning	2
	NURS 6410	Design Thinking and Innovation Health	3
Fall 2	NURS 6025	Applied Quality Improvement and Patient Safety	3
	NURS 6414	Organizational Behavior in Complex Health Care Systems	3
Spring 2	NURS 6417	Advanced Leadership and Human Capital	3
	NURS 6485	Management and Leadership, Practicum I	3
Summer 2	NURS 6404	Contemporary Issues in Society and Health	2
	NURS 6495	Organizational and Systems Leadership, Practicum II	4
Total Hours			35

Nursing and Health Care Leadership (Note: Program of study for students who entered the NHCL program of study, fall 2019, only.)

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6411	Foundations of Leadership	3
	NURS 6710	Fundamentals of Nursing Informatics – Nursing Informatics Professional Formation I	3
Spring 1	NURS 6041	Principles of Healthcare Finance	3
	NURS 6055	Professional Formation II - Application of Evidence in Healthcare Environments	3
Summer 1	NURS 6408	Strategic Planning	2

	NURS 6065	Professional Formation III - Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
Fall 2			
	NURS 6025	Applied Quality Improvement and Patient Safety	3
	NURS 6414	Organizational Behavior in Complex Health Care Systems	3
Spring 2			
	NURS 6417	Advanced Leadership and Human Capital	3
	NURS 6485	Practicum I	3
Summer 2			
	NURS 6404	Directed Reading	1
	NURS 6495	Practicum II	4
Total Hours			35

NURSING INFORMATICS (NI)



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Nursing Informatics Specialty Curriculum Plan and Required Hours (2-Year, Part Time)

*Amendment to Summer 1 Semester made on November 29, 2022.

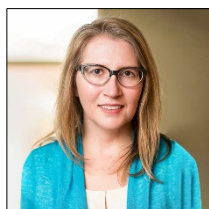
Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall 1	NURS 6411	Foundations of Leadership	3	42				42
	NURS 6710	NI Professional Formation I - Fundamentals of Nursing Informatics	3	42				42
Semester Total			6	84	0	0	0	84
Spring 1	NURS 6720	NI Professional Formation II - Theories, Frameworks and Models Supporting Informatics Practice	3	42				42
	NURS 6732	Designing, Planning and Managing Scalable Projects	3	28		70		98
Semester Total			6	70	0	70	0	140
Summer 1	NURS 6723	Nursing Informatics and the Information System Lifecycle	3	42				42
	NURS 6724 *OR NURS 6410	Designing, Planning, and Managing Informatics Training and Education *OR Design Thinking and Innovation Health	3	28		70		98
Semester Total			6	70	0	70	0	140
Fall 2	NURS 6025	Applied Quality Improvement and Patient Safety	3	28		70		98
	NURS 6727	Data to Information I	3	42				42
Semester Total			6	70	0	70	0	140
Spring 2	NURS 6715	Nursing Informatics Practicum I	3	14		140		154
	NURS 6728	Data to Information II	3	28		70		98
Semester Total			6	42	0	210	0	252

Summer 2	NURS 6730	NI Professional Formation 3: Advanced Concepts of Informatics	3	42				42
	NURS 6795	Nursing Informatics Practicum II	3	14		140		154
Semester Total			6	56	0	140	0	196
Program Total			36	392	0	560	0	952

MSN in Nursing Informatics Post Master's Certificate Option

<i>Semester</i>	<i>Course Number and Name</i>						<i>Credit Hours</i>	
Fall 1	No courses							
Spring 1	NURS 6720	NI Professional Formation II - Theories, Frameworks and Models Supporting Informatics Practice					3	
	NURS 6732	Designing, Planning and Managing Scalable Projects					3	
Summer 1	NURS 6723	Nursing Informatics and the Information System Lifecycle					3	
	NURS 6730	NI Professional Formation 3: Advanced Concepts of Informatics					3	
Fall 2	NURS 6727	Data to Information I					3	
Spring 2	NURS 6728	Data to Information II					3	
Total Hours							18	

NURSE-MIDWIFERY (NM)



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Nurse-Midwifery Specialty Curriculum Plan and Required Hours

Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 6012	Advanced Health Assessment Lab	1				28	28
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6805	Advanced Health Assessment Applications for Nurse-Midwifery	1			35	14	49
	NURS 6810	Gynecologic, Reproductive and Sexual Health for Nurse Midwifery	3	42				42
	NURS 6811	Reproductive Anatomy and Physiology	2	28				28
	NURS 6812	Evolution of Midwifery in America	2	28				28
		Semester Total		16	196	0	35	42
Spring 1	NURS 6020	Advanced Pharmacotherapeutics	3	42				42
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3	42				42
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 6821	Antepartal Care for Nurse-Midwifery	3	42				42
	NURS 6825	Practicum in Gynecologic, Antepartum, and Primary Care	3			210		210
		Semester Total		15	168	0	210	0
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6831	Skills for Nurse-Midwifery	1				28	28

	NURS 6835	Practicum in Intrapartum, Postpartum and Newborn Nurse-Midwifery Care	4			280		280
	NURS 6836	Intrapartum Care for Nurse-Midwifery	3	42				42
	NURS 6838	Postpartum and Neonatal Care for Nurse-Midwifery	2	28				28
	Semester Total		14	126	0	280	28	434
Fall 2	NURS 6841	Nurse-Midwifery Role Synthesis, Exploration, and Analysis	2	28				28
	NURS 6895	Advanced Clinical Integration Experience for Nurse-Midwifery	5			350		350
	Semester Total		7	28	0	350	0	378
	Program Total		52	518	0	875	70	1463

Nurse-Midwifery Part-Time Curriculum Plan

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6811	Reproductive Anatomy and Physiology	2
Spring 1	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6838	Postpartum and Neonatal Care for Nurse-Midwifery	2
Fall 2	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6805	Advanced Health Assessment Applications for Nurse-Midwifery	1
	NURS 6810	Gynecologic, Reproductive and Sexual Health for Nurse Midwifery	3
	NURS 6812	Evolution of Midwifery in America	2
Spring 2	NURS 6030	Advanced Practice Nursing in Primary Care of the Adult	3
	NURS 6821	Antepartal Care for Nurse-Midwifery	3
	NURS 6825	Practicum in Gynecologic, Antepartum, and Primary Care	3
Summer 2	NURS 6831	Skills for Nurse-Midwifery	1
	NURS 6835	Practicum in Intrapartum, Postpartum and Newborn Nurse-Midwifery Care	4
	NURS 6836	Intrapartum Care for Nurse-Midwifery	3

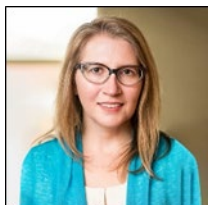
Fall 3	NURS 6841	NMW Role Synthesis, Exploration, and Analysis	2
	NURS 6895	Advanced Clinical Integration Experience for Nurse-Midwifery	5
Total Hours			52

Nurse-Midwifery Sample Curriculum Plan for Post Master's Certificate

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6805	Advanced Health Assessment Applications for Nurse-Midwifery	1
	NURS 6811	Reproductive Anatomy and Physiology	2
	NURS 6810	Gynecologic, Reproductive and Sexual Health for Nurse Midwifery	3
	NURS 6812	Evolution of Midwifery in America	2
	Spring 1	NURS 6020	Advanced Pharmacotherapeutics
NURS 6030		Advanced Practice Nursing in Primary Care of the Adult	3
NURS 6821		Antepartal Care for Nurse-Midwifery	3
NURS 6825		Practicum in Gynecologic, Antepartum, and Primary Care	3
Summer 1	NURS 6831	Skills for Nurse-Midwifery	1
	NURS 6835	Practicum in Intrapartum, Postpartum and Newborn Nurse-Midwifery Care	4
	NURS 6836	Intrapartum Care for Nurse-Midwifery	3
	NURS 6838	Postpartum and Neonatal Care for Nurse-Midwifery	2
Fall 2	NURS 6841	NMW Role Synthesis, Exploration, and Analysis	2
	NURS 6895	Advanced Clinical Integration Experience for Nurse-Midwifery	5
Total Hours			43

- Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:
 - a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
 - b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
 - c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived. Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

NURSE-MIDWIFERY/FAMILY NURSE PRACTITIONER DUAL FOCUS (NM/FNP)



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Nurse-Midwifery/Family Nurse Practitioner Specialty Curriculum Plan and Required Hours

Semester	Course Number and Name	Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours	
Fall 1	NURS 6010	Advanced Pathophysiology	3	42			42	
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28			28	
	NURS 6012	Advanced Health Assessment Lab	1			28	14	
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28			28	
	NURS 6805	Advanced Health Assessment Applications for Nurse-Midwifery	1			35	14	49
	NURS 6810	Gynecologic, Reproductive and Sexual Health for Nurse Midwifery	3	42			42	
	NURS 6811	Reproductive Anatomy and Physiology	2	28			28	
	NURS 6812	Evolution of Midwifery in America	2	28			28	
		Semester Total	16	196	0	35	42	259
Spring 1	NURS 6020	Advanced Pharmacotherapeutics	3	42			42	
	NURS 6030	Advanced Practice Nursing In Primary Care of the Adult	3	42			42	
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42			42	

	NURS 6545	Practicum in Primary Health Care of the Adult	2			140		140
	NURS 6815	Nurse-Midwifery Practicum I	2			140		140
	NURS 6821	Antepartal Care for Nurse-Midwifery	3	42				42
Semester Total			16	168	0	280	0	448
Summer 1								
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6831	Skills for Nurse-Midwifery	1				28	28
	NURS 6835	Practicum in Intrapartum, Postpartum and Newborn Nurse-Midwifery Care	4			280		280
	NURS 6836	Intrapartum Care for Nurse-Midwifery	3	42				42
	NURS 6838	Postpartum and Neonatal Care for Nurse-Midwifery	2	28				28
Semester Total			14	126	0	280	28	434
Fall 2								
	NURS 6841	Nurse-Midwifery Role Synthesis, Exploration, and Analysis	2	28				28
	NURS 6895	Advanced Clinical Integration Experience for Nurse-Midwifery	5			350		350
Semester Total			7	28	0	350	0	378
Spring 2								
	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3	42				42
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2	28				28
	NURS 6532	Advanced Practice Nursing in Primary Care of the Older Adult	1	14				14
	NURS 6555	Practicum in Primary Health Care of the Family	2			140		140
	NURS 6585	Family Nurse Practitioner Preceptorship	4			280		280
Semester Total			12	84	0	420	0	504
Program Total			65	602	0	1365	70	2023

Nurse-Midwifery/Family Nurse Practitioner Part-Time Curriculum Plan

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6811	Reproductive Anatomy and Physiology	2
Spring 1	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6838	Postpartum and Neonatal Care for Nurse-Midwifery	2
Fall 2	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6805	Advanced Health Assessment Applications for Nurse-Midwifery	1
	NURS 6810	Gynecologic, Reproductive and Sexual Health for Nurse Midwifery	3
	NURS 6812	Evolution of Midwifery in America	2
Spring 2	NURS 6030	Advanced Practice Nursing in Primary Care of the Adult	3
	NURS 6545	Practicum in Primary Health Care of the Adult	2
	NURS 6815	Nurse-Midwifery Practicum I	2
	NURS 6821	Antepartal Care for Nurse-Midwifery	3
Summer 2	NURS 6831	Skills for Nurse-Midwifery	1
	NURS 6835	Practicum in Intrapartum, Postpartum and Newborn Nurse-Midwifery Care	4
	NURS 6836	Intrapartum Care for Nurse-Midwifery	3
Fall 3	NURS 6841	Nurse-Midwifery Role Synthesis, Exploration, and Analysis	2
	NURS 6895	Advanced Clinical Integration Experience for Nurse-Midwifery	5
Spring 3	NURS 6036	Advanced Practice Nursing in Primary Care of the Child and Adolescent	3
	NURS 6521	The Context of Primary Care: FNP Domains & Core Competencies for Practice	2
	NURS 6532	Advanced Practice Nursing in the Primary Care of the Older Adult	1
	NURS 6555	Practicum in Primary Health Care of Family	2
	NURS 6585	Family Nurse Practitioner Preceptorship	4
Total Hours			65

NEONATAL NURSE PRACTITIONER (NNP)



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Neonatal Nurse Practitioner Curriculum Plan and Required Hours

Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6602	Developmental and Neonatal Physiology	2	28				28
	NURS 6605	Advanced Neonatal Health Assessment	3	28		70		98
	NURS 6610	Neonatal Nursing Birth Through 2 Years of Age	2	28				28
	NURS 6614	Neonatal Pathophysiology and Management I	3	42				42
	Semester Total		15	196	0	70	0	266
Spring	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 6615	Neonatal Practicum	3			210		210
	NURS 6620	Essential Components of Neonatal Intensive Care Nursing and Introduction to Advanced Practice Neonatal Nursing Skills	3	14			56	70
	NURS 6621	Advanced Neonatal Pharmacotherapeutics	3	42				42
	NURS 6624	Neonatal Pathophysiology and Management II	3	42				42
		Semester Total		15	140	0	210	56
Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formations IV: Transition to	1	14				14

		Advanced Practice Nursing						
	NURS 6695	Neonatal Preceptorship	6			420		420
		Semester Total	11	70	0	420	0	490
		Program Total	41	406	0	700	56	1162

Neonatal Nurse Practitioner 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 6602	Developmental and Neonatal Physiology	2
	NURS 6610	Neonatal Nursing Birth Through 2 Years of Age	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 6621	Advanced Neonatal Pharmacotherapeutics	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formations IV: Transition to Advanced Practice Nursing	1
Fall 2	NURS 6605	Advanced Neonatal Health Assessment	3
	NURS 6614	Neonatal Pathophysiology and Management I	3
Spring 2	NURS 6615	Neonatal Practicum	3
	NURS 6620	Essential Components of Neonatal Intensive Care Nursing and Intro To Advanced Practice Neonatal Nursing Skills	3
	NURS 6624	Neonatal Pathophysiology and Management II	3
Summer 2	NURS 6695	Neonatal Preceptorship	6
Total Hours			41

Neonatal Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 6621	Advanced Neonatal Pharmacotherapeutics	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	NURS Professional Formations IV: Transition to Advanced Practice Nursing	1

Fall 2	NURS 6602	Developmental/Neonatal Physiology	2
	NURS 6614	Neonatal Pathophysiology and Management I	3
Spring 2	NURS 6620	Essential Components of Neonatal Intensive Care Nursing and Intro to Advanced Practice Neonatal Nursing Skills	3
	NURS 6624	Neonatal Pathophysiology and Management II	3
Summer 2		No courses to take	
Fall 3	NURS 6605	Neonatal Health Assessment	3
	NURS 6610	Neonatal Nursing Birth Through 2 Years of Age	2
Spring 3	NURS 6615	Neonatal Practicum	3
Summer 3	NURS 6695	Neonatal Preceptorship	6
Total Hours			41

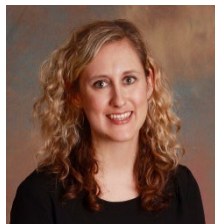
Neonatal Nurse Practitioner Sample Curriculum Plan for Post Master's Certificate

Semester	Course Number and Name		Credit Hours
Fall	NURS 6010	Advanced Pathophysiology	3
	NURS 6602	Developmental and Neonatal Physiology	2
	NURS 6605	Advanced Neonatal Health Assessment	3
	NURS 6610	Neonatal Nursing Birth Through 2 Years of Age	2
	NURS 6614	Neonatal Pathophysiology and Management I	3
Spring	NURS 6615	Neonatal Practicum	3
	NURS 6620	Essential Components of Neonatal Intensive Care Nursing and Intro to Advanced Practice Neonatal Nursing Skills	3
	NURS 6621	Advanced Neonatal Pharmacotherapeutics	3
	NURS 6624	Neonatal Pathophysiology and Management II	3
Summer	NURS 6695	Neonatal Preceptorship	6
Total Hours			31

Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in Advanced Pathophysiology. All post-master's students are required to take the neonatal specific health assessment and pharmacology courses. Whether or not a PMC student needs to retake the Advanced Pathophysiology course is determined based on the guidelines below:

- a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Pathophysiology course, and have maintained certification (reported on the application), will not be required to repeat this course. Course equivalency will be determined by syllabi review.*
 - b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Neonatal Health Assessment, Advanced Pathophysiology, and Advanced Neonatal Pharmacology courses unless they satisfy requirements specified in item c.*
 - c. If a non-APRN certified student has previously taken an Advanced Pathophysiology course in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.*
- Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.*

PSYCHIATRIC-MENTAL HEALTH NURSE PRACTITIONER (LIFESPAN) (PMHNP)



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Psychiatric-Mental Health Nurse Practitioner (Lifespan) Curriculum Plan and Required Hours

Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 6012	Advanced Health Assessment Lab	1				28	28
	NURS 6020	Advanced Pharmacotherapeutics	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 7212	Models and Theories of Psychiatric Mental Health Nursing	2	28				28
	NURS 7214	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part I)	2	28				28
	NURS 7215	Theoretical Foundations and Practicum for Psychiatric-Mental Health Nursing Across the Lifespan	1			70		70
		Semester Total		16	196	0	70	28
Spring	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 7205	Advanced Health Assessment Applications for the Psychiatric-Mental Health Nurse Practitioner	1			70		70
	NURS 7221	Neuroscience for Mental Health Practitioners	3	42				42
	NURS 7222	Psychopharmacology	2	28				28
	NURS 7224	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part II)	1	14				14
	NURS 7225	Practicum in Psychiatric-Mental Health Nursing with Individuals, Groups and Families	3			210		210

	Semester Total		13	126	0	280	0	406
Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	42				42
	NURS 7231	Population-Based Mental Health Care Across the Lifespan	2	28				28
	NURS 7232	Advanced Psychopharmacology	2					
	NURS 7294	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part III)	1	14				14
	NURS 7295	Psychiatric-Mental Health Nurse Practitioner Preceptorship	3			210		210
		Semester Total	12	84	0	210	0	294
		Program Total	41	406	0	560	28	994

Psychiatric-Mental Health Nurse Practitioner (Lifespan) 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 7221	Neuroscience for Mental Health Practitioners	3
	NURS 7222	Psychopharmacology	2
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 7232	Advanced Psychopharmacology	2
Fall 2	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 7212	Models and Theories of Psychiatric Mental Health Nursing	2
	NURS 7214	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part I)	2
	NURS 7215	Theoretical Foundations and Practicum for Psychiatric-Mental Health Nursing Across the Lifespan	1
Spring 2	NURS 7205	Advanced Health Assessment Applications for the Psychiatric-Mental Health Nurse Practitioner	1
	NURS 7224	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part II)	1
	NURS 7225	Practicum in Psychiatric-Mental Health Nursing with Individuals, Groups and Families	3
Summer 2	NURS 7231	Population-Based Mental Health Care Across the Lifespan	2
	NURS 7294	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part III)	1
	NURS 7295	Psychiatric-Mental Health Nurse Practitioner Preceptorship	3

Total Hours	41
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MSN in Psychiatric-Mental Health Nurse Practitioner (Lifespan) Post Master's Certificate Option

Semester	Course Number and Name		Credit Hours
Fall	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 7212	Models and Theories of Psychiatric Mental Health Nursing	2
	NURS 7214	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part I)	2
	NURS 7215	Theoretical Foundations and Practicum for Psychiatric-Mental Health Nursing Across the Lifespan	1
Spring	NURS 7205	Advanced Health Assessment Applications for the Psychiatric-Mental Health Nurse Practitioner	1
	NURS 7221	Neuroscience for Mental Health Practitioners	3
	NURS 7222	Psychopharmacology	2
	NURS 7224	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part II)	1
	NURS 7225	Practicum in Psychiatric-Mental Health Nursing with Individuals, Groups and Families	3
	Summer	NURS 7231	Population-Based Mental Health Care Across the Lifespan
NURS 7232		Advanced Psychopharmacology	2
NURS 7294		Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part III)	1
NURS 7295		Psychiatric-Mental Health Nurse Practitioner Preceptorship	3
Total Hours			32

• Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:

- a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
- b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
- c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.

Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

MSN in Psychiatric-Mental Health Nurse Practitioner with Nurse Foundation* Post Master's Certificate Option

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall	NURS 7212	Models and Theories of Psychiatric Mental Health Nursing	2
	NURS 7214	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part I)	2
	NURS 7215	Theoretical Foundations and Practicum for Psychiatric-Mental Health Nursing Across the Lifespan	1
Spring			
Spring	NURS 7221	Neuroscience for Mental Health Practitioners	3
	NURS 7222	Psychopharmacology	2
	NURS 7224	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part II)	1
	NURS 7225	Practicum in Psychiatric-Mental Health Nursing with Individuals, Groups and Families	3
Summer			
Summer	NURS 7231	Population-Based Mental Health Care Across the Lifespan	2
	NURS 7232	Advanced Psychopharmacology	2
	NURS 7294	Diagnostic Reasoning for the Psychiatric Mental Health Nurse Practitioner (Part III)	1
	NURS 7295	Psychiatric-Mental Health Nurse Practitioner Preceptorship	3
Total Hours			22
*Course of Studies individualized based on portfolio review and Gap Analysis. Sample for applicants with Nurse Practitioner background but no psychiatric-mental health course work.			

PEDIATRIC NURSE PRACTITIONER – ACUTE CARE (PNP-AC)



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Pediatric Nurse Practitioners – Acute Care Specialty Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3	28	28			56
	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care I	3	42				42
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2	14			28	42
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1				28	28
	NUR 7055	Clinical Applications for the Pediatric Acute Care Nurse Practitioner	1			70		70
	Semester Total			15	154	28	70	56
Spring	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 7022	Advanced Practice Nursing in Pediatric Acute Care I	3	28	28			56
	NURS 7024	Advanced Pharmacotherapeutics	3	28	28			56
	NURS 7045	Advanced Practice Nursing Pediatric Acute Care Practicum I	4			280		280
	Semester Total			13	98	56	280	0
Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 7031	Advanced Practice Nursing Pediatric Acute Care II	3	28	28			56
	NURS 7095	Advanced Practice Nursing Pediatric Acute Care Practicum 11	4			280		280

	Semester Total	12	98	28	280	0	406
	Program Total	40	350	112	630	56	1148

Pediatric Nurse Practitioner - Acute Care Specialty Track 2-Year, Part-Time Curriculum Plan

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
	NURS 7024	Advanced Pharmacotherapeutics	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 2	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care I	3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1
	NURS 7055	Clinical Applications for the Pediatric Acute Care Nurse Practitioner	1
Spring 2	NURS 7022	Advanced Practice Nursing in Pediatric Acute Care I	3
	NURS 7045	Advanced Practice Nursing in Pediatric Acute Care Practicum I	4
Summer 2	NURS 7031	Advanced Practice Nursing in Pediatric Acute Care II	3
	NURS 7095	Advanced Pediatric Acute Care Practicum II	4
Total Hours			40

Pediatric Nurse Practitioner - Acute Care Specialty Track 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
Fall 2	NURS 6010	Advanced Pathophysiology	3
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3
Spring 2	NURS 7024	Advanced Pharmacotherapeutics	3

Summer 2	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
Fall 3	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care, Part I	3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1
	NURS 7055	Clinical Applications for the Pediatric Acute Care Nurse Practitioner	1
Spring 3	NURS 7022	Advanced Practice Nursing in Pediatric Acute Care - I	3
	NURS 7045	Advanced Practice Nursing in Pediatric Acute Care Practicum - I	4
Summer 3	NURS 7031	Advanced Practice Nursing in Pediatric Acute Care - II	3
	NURS 7095	Advanced Practice Nursing in Pediatric Acute Care Practicum - II	4
Total Hours			40
For specific information regarding this program, please contact the PNP-Acute Care Specialty Director			

Primary Care PNP's adding Pediatric Acute Care * Post Master's Certificate Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall	NURS 7055	Clinical Applications for the Pediatric Acute Care Nurse Practitioner	1
Spring	NURS 7022	Advanced Practice Nursing in Pediatric Acute Care I	3
	NURS 7024	Advanced Pharmacotherapeutics	3
	NURS 7045	Advanced Practice Nursing in Pediatric Acute Care Practicum I	4
Summer	NURS 7031	Advanced Practice Nursing in Pediatric Acute Care II	3
	NURS 7095	Advanced Practice Nursing in Pediatric Acute Care Practicum II	4
Total Hours			18

• Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:

- APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
- Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
- If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.

Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

Non-PNP's adding Pediatric Acute Care * Post Master's Certificate Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall	NURS 6010	Advanced Pathophysiology	3
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3
	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care – Part I	3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1
	NURS 7055	Clinical Applications for the Pediatric Acute Care Nurse Practitioner	1
Spring	NURS 7022	Advanced Practice Nursing in Pediatric Acute Care I	3
	NURS 7024	Advanced Pharmacotherapeutics	3
	NURS 7045	Advanced Practice Nursing in Pediatric Acute Care Practicum I	4
Summer	NURS 7031	Advanced Practice Nursing in Pediatric Acute Care II	3
	NURS 7095	Advanced Practice Nursing in Pediatric Acute Care Practicum II	4
Total Hours			30
<p>• Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application https://apply.vanderbilt.edu/apply/, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:</p> <p>a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.</p> <p>b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.</p> <p>c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.</p> <p>Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.</p>			

PEDIATRIC NURSE PRACTITIONER – PRIMARY CARE (PNP-PC)



PEDIATRIC NURSE PRACTITIONER - PRIMARY CARE (PNPPC)
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Pediatric Nurse Practitioners - Primary Care Specialty Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3	28	28			56
	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care, Part I	3	42				42
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1				28	28
	NURS 7015	Advanced Health Assessment Applications for the Primary Care Pediatric Nurse Practitioner	1			70		70
Semester Total			15	168	28	70	28	294
Spring	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42
	NURS 7021	Advanced Practice Nursing in Pediatric Primary Care, Part II	3	42				42
	NURS 7023	Advanced Pharmacotherapeutics	3	28	28			42
	NURS 7035	Practicum in Primary Health Care of Children	4			280		280
	Semester Total			13	112	28	280	0
Summer	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14

	NURS 7032	Current Issues in the Delivery of Advanced Pediatric Care	2	21	14			56
	NURS 7085	Advanced Pediatric Primary Care Preceptorship	5			350		350
	Semester Total		12	91	14	350	0	455
	Program Total		40	371	70	700	28	1155

Pediatric Nurse Practitioners - Primary Care Specialty Track 2-Year, Part-Time Curriculum Plan

<i>Semester</i>	<i>Course Number and Name</i>							<i>Credit Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology						3
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice						2
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence						3
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments						3
	NURS 7023	Advanced Pharmacotherapeutics						3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations						4
	NURS 7032	Current Issues in the Delivery of Advanced Pediatric Care						2
Fall 2	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care, Part I						3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning						2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab						1
	NURS 7015	Advanced Health Assessment Applications for the Primary Care Pediatric Nurse Practitioner						1
Spring 2	NURS 7021	Advanced Practice Nursing in Pediatric Primary Care, Part II						3
	NURS 7035	Practicum in Acute Health Care of Children						4
Summer 2	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice						1
	NURS 7085	Advanced Pediatric Primary Care Preceptorship						5
Total Hours							40	

Pediatric Nurse Practitioner - Primary Care Specialty Track 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

<i>Semester</i>	<i>Course Number and Name</i>							<i>Credit Hours</i>
Fall 1	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice						2
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments						3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations						4

Fall 2	NURS 6010	Pathophysiologic Concepts	3
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3
Spring 2	NURS 7023	Advanced Pharmacotherapeutics	3
Summer 2	NURS 7032	Current Issues in Delivery of Advanced Pediatric Care	2
Fall 3	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care, Part I	3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1
	NURS 7015	Advanced Health Assessment Applications for the Primary Care Pediatric Nurse Practitioner	1
Spring 3	NURS 7021	Advanced Practice Nursing in Pediatric Primary Care, Part II	3
	NURS 7035	Practicum in Primary Health Care of Children	4
Summer 3	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
	NURS 7085	Advanced Pediatric Primary Care Preceptorship	5
Total Hours			40
For specific information regarding this program, please contact the PNP-Primary Care Specialty Coordinator.			

Pediatric Nurse Practitioners adding Primary* Post Master's Certificate Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall	NURS 6010	Pathophysiologic Concepts	3
	NURS 7011	Health Promotion of Behavior Development: Birth through Adolescence	3
	NURS 7012	Advanced Practice Nursing in Pediatric Primary Care, Part I	3
	NURS 7013	Advanced Health Assessment and Clinical Reasoning	2
	NURS 7014	Advanced Health Assessment and Clinical Reasoning Lab	1
	NURS 7015	Advanced Health Assessment Applications for the Primary Care Pediatric Nurse Practitioner	1
Spring	NURS 7021	Advanced Practice Nursing in Pediatric Primary Care, Part II	3
	NURS 7023	Advanced Pharmacotherapeutics	3
	NURS 7035	Practicum in Acute Health Care of Children	4
Summer	NURS 7032	Current Issues in the Delivery of Advanced Pediatric Care	3
	NURS 7085	Advanced Pediatric Primary Care Preceptorship	5
Total Hours			3
<ul style="list-style-type: none"> • Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application 			

<https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:

- a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
 - b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
 - c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.
- Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

WOMEN'S HEALTH GENDER-RELATED NURSE PRACTITIONER (WHGRNP)



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Women's Health Gender-Related Nurse Practitioner Curriculum Plan and Required Hours

Semester	Course Number and Name	Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28			28
	NURS 6012	Advanced Health Assessment Lab	1			28	28
	NURS 6020	Advanced Pharmacotherapeutics	3	42			42
	NURS 6034	Adult-Gerontology Primary Care I	3	42			42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28			28
	NURS 7305	Advanced Health Assessment Applications for the WHNP	1			28	28
	NURS 7310	Women's Health for Advanced Practice Nursing I	3	42			42
		Semester Total	15	182	0	0	56
Spring	NURS 6010	Advanced Pathophysiology	3	42			42
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42			42
	NURS 7315	Practicum in Woman's Health	4			280	280
	NURS 7320	Women's Health for Advanced Practice Nursing II	3	42			42
		Semester Total	13	126	0	280	0
Summer	NURS 6031	Advanced Practice Nursing in Primary Care of the Adolescent	1	14			14
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56			56

	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 7330	Women's Health Issues	1	14				14
	NURS 7395	Preceptorship in Women's Health	5			350		350
Semester Total			12	98	0	350	0	448
Program Total			40	406	0	630	56	1092

Women's Health Gender-Related Nurse Practitioner 2-Year, Part-Time Curriculum Plan

Semester	Course Number and Name						Credit Hours	
Fall 1	NURS 6011	Advanced Health Assessment and Clinical Reasoning					2	
	NURS 6020	Advanced Pharmacotherapeutics					3	
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice					2	
Spring 1	NURS 6010	Advanced Pathophysiology					3	
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments					3	
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations					4	
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice					1	
	NURS 7330	Women's Health Issues					1	
Fall 2	NURS 6012	Advanced Health Assessment Lab					1	
	NURS 6034	Adult-Gerontology Primary Care I					3	
	NURS 7305	Advanced Health Assessment Applications for the Women's Health Nurse Practitioner					1	
	NURS 7310	Women's Health for Advanced Practice Nursing I					3	
Spring 2	NURS 7315	Practicum in Women's Health					4	
	NURS 7320	Women's Health for Advanced Practice Nursing II					3	
Summer 2	NURS 6031	Advanced Practice Nursing in the Primary Care of the Adolescent					1	
	NURS 7395	Preceptorship in Women's Health					5	
Total Hours							40	

Women's Health Gender-Related Nurse Practitioner 3-Year, Part-Time Curriculum Plan: VUMC Employees Only

Semester	Course Number and Name						Credit Hours	
Fall 1	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice					2	
Spring 1	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments					3	

Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
Fall 2	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6020	Advanced Pharmacotherapeutics	3
Spring 2	NURS 6010	Advanced Pathophysiology	3
Summer 2	NURS 6031	Advanced Practice Nursing in the Primary Care of the Adolescent	1
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
	NURS 7330	Women's Health Issues	1
Fall 3	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6034	Adult-Gerontology Primary Care I	3
	NURS 7305	Advanced Health Assessment Applications for the Women's Health Nurse Practitioner	1
	NURS 7310	Women's Health for Advanced Practice Nursing I	3
Spring 3	NURS 7315	Practicum in Women's Health	4
	NURS 7320	Women's Health for Advanced Practice Nursing II	3
Summer 3	NURS 7395	Preceptorship in Women's Health	5
Total Hours			40

Women's Health Gender-Related Nurse Practitioner Sample Curriculum Plan for Post Master's Certificate

Semester	Course Number and Name		Credit Hours
Fall	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6034	Adult-Gerontology Primary Care I	3
	NURS 7305	Advanced Health Assessment Applications for the Women's Health Nurse Practitioner	1
	NURS 7310	Women's Health for Advanced Practice Nursing I	3
Spring	NURS 6010	Advanced Pathophysiology	3
	NURS 7315	Practicum in Women's Health	4
	NURS 7320	Women's Health for Advanced Practice Nursing II	3
Summer	NURS 6031	Advanced Practice Nursing in the Primary Care of the Adolescent	1
	NURS 7330	Women's Health Issues	1
	NURS 7395	Preceptorship in Women's Health	5
Total Hours			30

- Sample only. All admitted post-master's students will have an individualized curriculum plan based on a gap analysis complete by the Academic Director of the program. As part of the post-master's certificate (PMC) application <https://apply.vanderbilt.edu/apply/>, all applicants are required to provide syllabi for previous master's level courses in advanced health assessment, advanced pathophysiology and advanced pharmacology. Whether or not a PMC student needs to retake one or all of these courses is determined based on the guidelines below:
 - a. APRN certified PMC applicants/students who have previously taken an equivalent Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology, and have maintained certification (reported on the application), will not be required to repeat these courses. Course equivalency will be determined by syllabi review.
 - b. Non-APRN certified PMC applicants/students will be required to take VUSN Advanced Health Assessment, Advanced Pathophysiology, and Advanced Pharmacology courses unless they satisfy requirements specified in item c.
 - c. If a non-APRN certified student has previously taken one or more of these three courses in the last 5 years (5 years or less at the time of matriculation) the student must provide the syllabi to be reviewed for equivalency. If the course is determined to be equivalent to the VUSN course, was taken within the last 5 years and the grade earned was a B- or higher, the course may be waived.Note: Determination of equivalency does not mean that VUSN transfer credit has been awarded. Equivalent courses will not appear on the VU transcript.

WOMEN'S HEALTH GENDER-RELATED NURSE PRACTITIONER/ADULT GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER (WHGRNP/AGPCNP)



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Women's Health Gender-Related Nurse Practitioner/Adult-Gerontology Primary Care Nurse Practitioner Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall 1	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2	28				28
	NURS 6012	Advanced Health Assessment Lab	1				28	28
	NURS 6020	Advanced Pharmacotherapeutics	3	42				42
	NURS 6034	Adult-Gerontology Primary Care I	3	42				42
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2	28				28
	NURS 6205	Advanced Health Assessment Applications for the Adult-Gerontology Primary Care Nurse Practitioner	1				28	28
	NURS 7305	Advanced Health Assessment Applications for the WHNP	1				28	28
	NURS 7310	Women's Health for Advanced Practice Nursing I	3	42				42
	Semester Total			16	182	0	0	84
Spring 1	NURS 6010	Advanced Pathophysiology	3	42				42
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3	42				42

	NURS 6215	Adult-Gerontology Primary Care Nurse Practitioner Clinical I	4			280		280
	NURS 6234	Adult-Gerontology Primary Care II	3	42				42
	NURS 7320	Women's Health for Advanced Practice Nursing II	3	42				42
Semester Total			16	168	0	280	0	448
Summer 1	NURS 6031	Advanced Practice Nursing in the Primary Care of the Adolescent	1	14				14
	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4	56				56
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1	14				14
	NURS 6231	Essential Procedures for the Primary Care Provider	2	28				28
	NURS 6236	Advanced Concepts in Care of the Older Adult	2	28				28
	NURS 7315	Practicum in Woman's Health	4			280		280
	NURS 7330	Women's Health Issues	1	14				14
Semester Total			15	154	0	280	0	434
Fall 2	NURS 6295	Adult-Gerontology Primary Care Nurse Practitioner Clinical II	4			280		280
	NURS 7395	Preceptorship-Women's Health	5			350		350
Semester Total			9	308	0	630	0	630
Program Total			56	812	0	1190	84	1778

Women's Health Gender-Related Nurse Practitioner/Adult-Gerontology Primary Care Nurse Practitioner Part-Time Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>
Fall 1	NURS 6010	Advanced Pathophysiology	3
	NURS 6011	Advanced Health Assessment and Clinical Reasoning	2
	NURS 6045	Professional Formation I: Roles and Contexts for Advanced Nursing Practice	2
Spring1	NURS 6020	Advanced Pharmacotherapeutics	3
	NURS 6055	Professional Formation II: Evidence Based Change in Healthcare Environments	3
Summer 1	NURS 6065	Professional Formation III: Leading Collaborative Change: Improving Delivery of Healthcare to Patients and Populations	4
	NURS 6075	Professional Formation IV: Transition to Advanced Nursing Practice	1
	NURS 7330	Women's Health Issues	1
Fall 2	NURS 6012	Advanced Health Assessment Lab	1
	NURS 6034	Adult-Gerontology Primary Care I	3

	NURS 6205	Advanced Health Assessment Applications for the Adult-Gerontology Primary Care Nurse Practitioner	1
	NURS 7305	Advanced Health Assessment Applications for the Women's Health Nurse Practitioner	1
	NURS 7310	Women's Health for Advanced Practice Nursing	3
Spring 2			
	NURS 6215	Adult-Gerontology Primary Care Nurse Practitioner Clinical I	4
	NURS 6234	Adult-Gerontology Primary Care II	3
	NURS 7320	Women's Health for Advanced Practice Nursing II	3
Summer 2			
	NURS 6031	Advanced Practice Nursing in the Primary Care of the Adolescent	1
	NURS 6231	Essential Procedures for the Primary Care Provider	2
	NURS 6236	Advanced Concepts in Care of the Older Adult	2
	NURS 7315	Practicum in Women's Health	4
Fall 3			
	NURS 6295	Adult-Gerontology Primary Care Nurse Practitioner Clinical II	4
	NURS 7395	Preceptorship in Women's Health	5
Total Hours			56

ASN TO MSN LEVEL



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ASN-MSN Curriculum Plan and Required Hours

Semester	Course Number and Name		Credit Hours	Didactic Clock Hours	Seminar Clock Hours	Clinical Clock Hours	Lab Clock Hours	Total Clock Hours
Fall	NURS 5401	Critical Thinking, Supporting Evidence, & Communication I	3	28	28			56
	NURS 5402	Epidemiology and Population-Based Nursing	3	28	28			56
	NURS 5403	Health Care Systems and the Role of the Nurse as the Facilitator of Learning	3	42				42
	NURS 5406	Human Experience of Health and Illness Across the Lifespan III	4	56				56
	Semester Total		13	154	56	0	0	210
Spring	NURS 5501	Critical Thinking, Supporting Evidence, & Communication II	2	28	28			56
	NURS 5502	Ethics in Nursing Practice	2	28				28
	NURS 5505	Health Assessment for the RN	3	28			28	56
	NURS 5506	Pharmacology for the RN	3	42				42
	NURS 5515	Providing Care at the Community Level	3	42		105		147
		Semester Total		13	168	28	105	28
	Program Total		26	322	84	105	28	539

ASN-MSN Part Time Curriculum Plan

Semester	Course Number and Name		Credit Hours
Fall 1	NURS 5401	Critical Thinking, Supporting Evidence, & Communication I	3
	NURS 5402	Epidemiology and Population-Based Nursing	3
Spring 1	NURS 5501	Critical Thinking, Supporting Evidence, & Communication II	2
	NURS 5502	Ethics in Nursing Practice	2
	NURS 5515	Providing Care at the Community Level	3
Summer 1	No Coursework		

Fall 2	NURS 5403	Health Care Systems & the Role of the Nurse as Facilitator of Learning	3
	NURS 5406	Human Experience of Health & Illness Across the Lifespan III	4
Spring 2	NURS 5505	Health Assessment for the RN	3
	NURS 5506	Pharmacology for the RN	3
Summer 2		No Coursework	
Total Hours			26

PRESPECIALTY LEVEL



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PreSpecialty Component PreSpecialty Curriculum Plan and Required Hours

<i>Semester</i>	<i>Course Number and Name</i>		<i>Credit Hours</i>	<i>Didactic Clock Hours</i>	<i>Seminar Clock Hours</i>	<i>Clinical Clock Hours</i>	<i>Lab Clock Hours</i>	<i>Total Clock Hours</i>
Fall	NURS 5101	Legal and Ethical Accountability in Professional Nursing Practice	2	15	30			45
	NURS 5103	Human Experience of Health and Illness Across the Lifespan I	4	56	0			56
	NURS 5105	Enhancement of Community and Population Health I	3	24	24	40		88
	NURS 5106	Pharmacology for Nursing Care I	2	28	0			28
	NURS 5115	Fundamentals of Clinical Practice	5	14		140	60	214
Semester Total			16	137	44	180	60	431
Spring	NURS 5201	Inquiry & Evidence in Professional Nursing Practice	2	14	28			42
	NURS 5203	Human Experience of Health and Illness Across the Lifespan II	5	56	28			84
	NURS 5205	Enhancement of Community and Population Health II	3	21	14	70		105
	NURS 5206	Pharmacology for Nursing Care II	2	21	14			35
	NURS 5215	Integration of Theoretical & Clinical Aspects of Nursing I	3			240		240
Semester Total			15	112	84	310	0	506
Summer	NURS 5301	Leadership and Management in Professional Nursing Practice	2	14	28			42
	NURS 5303	Human Experience of Health and Illness Across the Lifespan III	4	49	14			63
	NURS 5305	Enhancement of Community and Population Health III	2	14		70		84
	NURS 5306	Pharmacology for Nursing Care III	1	7	14			21
	NURS 5315	Integration of Theoretical & Clinical Aspects of Nursing II	1			80		80
NURS 5325	Capstone Clinical Practicum	2			140		140	

	Semester Total	12	84	56	290	0	430
	Program Total	43	333	184	780	60	1367