NURSING STUDENT HANDBOOK

2023-2025

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This handbook applies to all NUC University Nursing students.

NOTE: NUC University reserves the right to change the terms and conditions outlined in this student handbook at any time without notice. The online academic catalog and student handbook are updated as needed. The student handbook is an extension of the catalog. It is the responsibility of applicants and students to check for updates in our publications and abide by the policies within. The catalog and handbook published online supersede all previously published editions and are in effect until a subsequent catalog or handbook is published. Information contained herein is effective on September 2023.

Welcome to NUC University's School of Nursing

Start your nursing academic career on a path full of challenges and transitions by acquiring new knowledge and skill development. You're not alone, we believe in you and therefore will be with you every step of your career. We appreciate your presence on our campuses and your trust in NUC University, the University that will take you to another level of education and assist you to serve the health and welfare of the community.

This manual is designed for you to facilitate your integration into university life successfully with the purpose of presenting the basic information of NUC University's Nursing Programs,. It is important to know the rules, policies and procedures of the Department of Nursing and the institution. I invite you to study this manual and log into the website of the institution, www.nuc.edu, for more information.

One more time, WELCOME, it will be a pleasure to work with you in this new adventure that will bring you a professional education so that you can become a part of our health care system.

Sincerely,

Dra. Aixa M. Flores Pérez
VP of Nursing Programs
NUC University

CHOOSE YOUR PATH

NUC University offers three nursing education programs: Master of Science in Nursing (MSN), Bachelor of Science in Nursing (BSN) and Associate Degree in Nursing (ADN). These help you achieve your academic goals. In addition, NUC University offers a bridge as an alternative, where ADN graduates can earn their BSN through the RN to BSN option. These students must have their ADN nursing license and continue to be in good standing during the course of their baccalaureate degree.
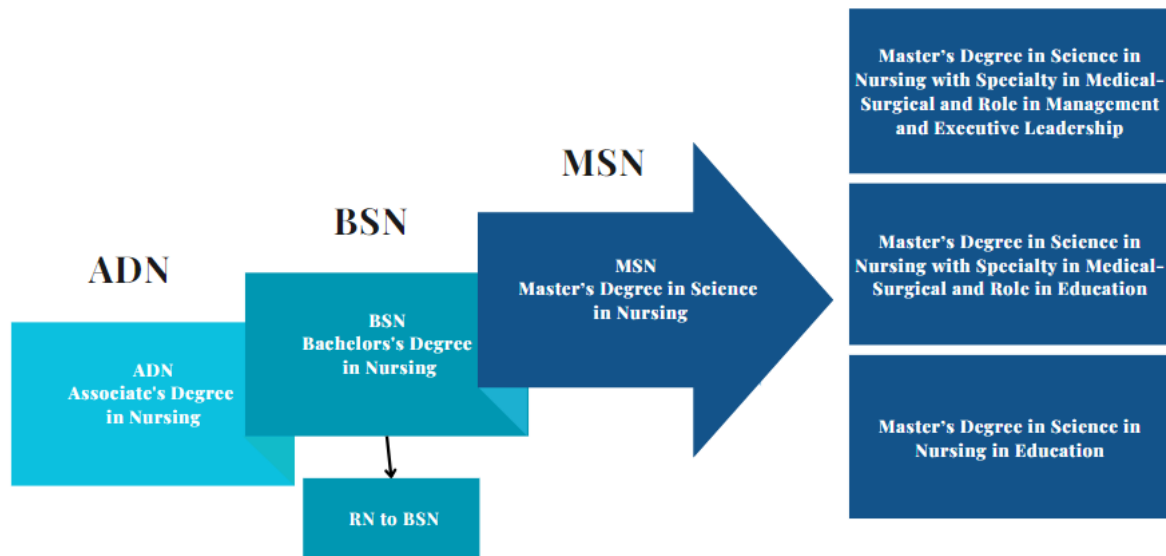
BEFORE STARTING YOUR TRIP

Listed below is your to do list. This is a checklist of everything you must take care of before you can begin classes at NUC University. It is important that you verify that you have all the necessary documents to complete the process as you journey to become a nursing student.

- ❖ Transcript
    - Did you submit official transcripts from all previous academic institutions?
- ❖ Financial Aid
    - Have you completed your apllication for federal student aid (FAFSA)?
- ❖ Registration
    - Do you have your course schedule? Do you have a class program ?
    - Do you have your academic calendar?

- ❖ Clinical Experience Requirements
    - Have you started compiling the requirements for your clinical nursing experience?
- ❖ Student Affairs
    - Did you get your ID photo?
    - Have you visited the Office of Student Affairs to familiarize yourself with the services they provide?
    - Do you know about our counseling services?
- ❖ Payment Plan
    - Do you need a payment plan?
    - Have you visited the Bursal Office?

MAY YOU HAVE SUCCESS IN YOUR JOURNEY AS A NURSING STUDENT!

GET TO KNOW OUR INSTITUTION
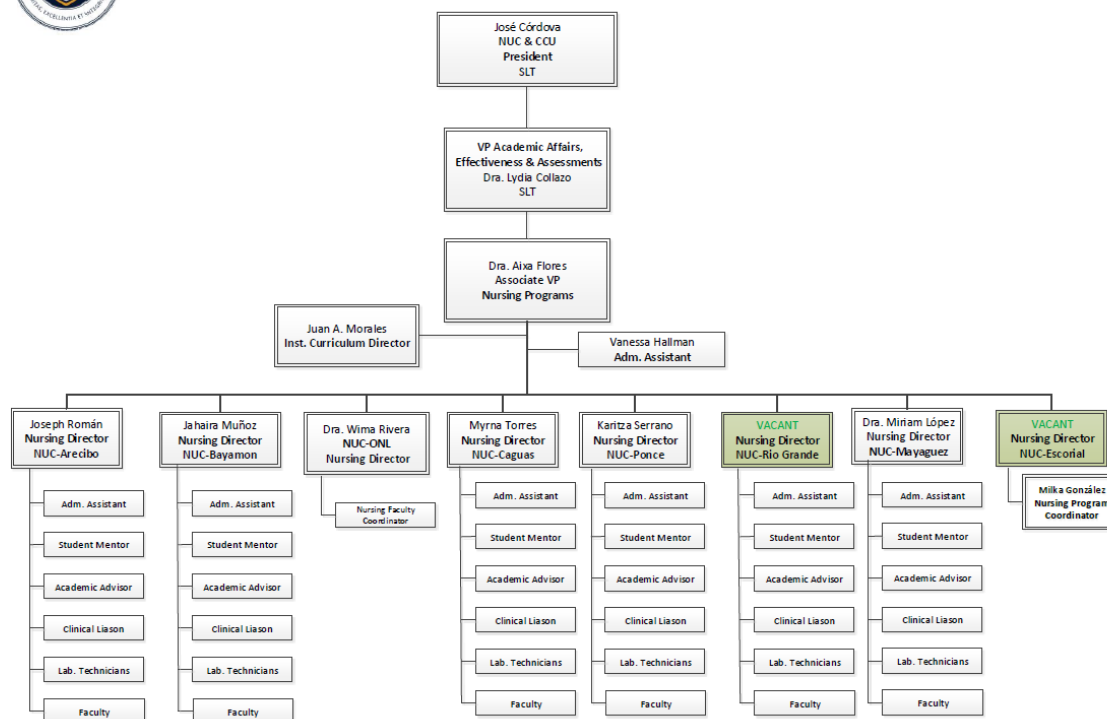
Mision

At NUC University, our goal is to develop individuals from all backgrounds into enterprising professionals, successful in their field of study and employment, proud to belong to NUC and who contribute to their communities.

Vision

To be recognized as a university that cares about its students and prioritizes their success through centers of excellence, innovative and diverse learning modalities, quality student services, all of which leads to developing quality professionals with adaptability, integrity and values.

Philosophy

NUC University firmly believes in the professional and personal development of its students, who as responsible citizens, will be capable of working efficiently for their own well being as well as making significant contributions for the social and economic welfare of Puerto Rico and

the world in general. NUC University as a whole is inspired in the highest human values and sound principles of good administrative practices.

Institutional Learning Goals

NUC University supports its student body and prepares them for the effective achievement of their academic goals. NUC identifies the following basic competencies that are necessary to build a solid foundation for the academic experience at the non-degree, under graduate as well as graduate levels and assures that the students develop the necessary skills, knowledge and attitudes for future employment, to continue graduate studies, responsible citizenship, and a commitment for continuous learning throughout their whole life. These competencies are aligned with the mission, values, and institutional goals, as well as with all the academic offerings of NUC University. Among the expected student learning outcomes are the following core competencies:

Professional competency and technical skills - Capacity to apply creatively the knowledge and skills of their respective field of studies and inserting themselves successfully in the labor market, contributing effectively to the economic, social and political progress of their environment.

Communication skills - Capacity to express and exchange ideas effectively through listening, speaking, reading, writing and other appropriate modes of interpersonal expression and workforce vocabulary.

Critical and Creative Thinking- Capacity to analyze, apply critically and creatively their professional or technical competencies in the management of complex situations, decision making, problem solving, understanding, adapting, and generating changes, while at the same time managing them effectively.

Logical reasoning - Capacity to utilize quantitative and qualitative information in logical the decision making and problem solving process.

Information Literacy and Technological Competency - Capacity to apply in an ethical and critical manner the knowledge and skills related to the development and processes in information and technological environments in an effective and efficient way, considering the personal, professional, technical, and citizen dimensions.

Ethical and moral behavior- Capacity to reason ethically and morally when facing complex situations, making informed decisions, and solving problems, showing respect towards laws and persons, intellectual honesty, social responsibility, ethical judgment, respect to life and environment conservation.

Respect to diversity - Capacity to recognize and value the richness of human experiences, understanding the multicultural, gender, political, and other social differences, the needs of people with functional diversity and the capacities that enrich living together respecting the human experience in a globalized world.

ACCREDITATION, LICENSING AND ASSOCIATIONS

NUC University is licensed by the "Junta de Instituciones Post Secundarias" (JIP) of Puerto Rico to offer Master's, Bachelor's and Associate's Degrees, and diploma program. NUC University (NUC) is an accredited institution and a member of the Middle States Commission on Higher Education (MSCHE) www.msche.org. NUC's NUC University – IBC Technical Division (NUC-IBC), NUC University - Florida Technical College (NUC-FTC), and The Digital Animation & Visual Effects School (The DAVE School) are included in this accreditation. NUC's accreditation status is Accreditation Reaffirmed. The Commission's most recent action on the institution's accreditation status on 2019 was to reaffirm accreditation. MSCHE is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation (CHEA). The Institution is certified by the United States Department of Education as an eligible institution to administer Title IV federal funds. NUC University it's also approved by the Puerto Rico Bureau of State Approving Agency for veterans' education training. The Institution is a member of the Puerto Rico Association of Private Education, the Career Education Colleges and Universities (CECU) and the College Board. Membership is also maintained in the National Association of Student Financial Aid Administrators, the Puerto Rico Association of Student Financial Aid Administrators, and the American Association of Collegiate Registrars and Admissions Officers.

NUC University has three additional academic units: NUC University – IBC Technical Division, NUC University - Florida Technical College (NUC-FTC), and The Digital Animation & Visual Effects School (The DAVE School). Information about NUC, NUC-IBC, NUC-FTC, and The DAVE School is available at http://www.nuc.edu/, http://www.ibanca.net/, http://www.ftccollege.edu/, and https://dave.nuc.edu/.

Enrolled and prospective students interested in filing a complaint with the institution's accreditor and/or its State licensing entity should first reference the institution's internal grievance policy on page 50 of the institutional catalog located at www.nuc.edu for information regarding the procedure to file a complaint. Information is provided with regard to filing an internal grievance at NUC. If after having filed an internal grievance with NUC the student is not satisfied with the determination made, the student may file a complaint with the Junta de Instituciones Postsecundarias, Oficina de Registro y Licenciamiento de Instituciones de Educación, Departamento de Estado, Calle San José, San Juan, Puerto Rico 00901; PO Box 9023271, San Juan, Puerto Rico 00902-3271; Tel. (787) 722-2121. In addition, the student can file a complaint with the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267) 284-5000.

NUC University is licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding this institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888)224-6684.

PROGRAMMATIC ACCREDITATIONS

"NUC University's nursing education program (Bachelor's Degree in Science in Nursing; Associate's Degree in Nursing) is accredited by the Accreditation Commission for Education in Nursing" (ACEN). The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing, Bachelor of Science in Nursing (Including RN to BSN option) nursing program is a Continuing Accreditation granted for 8 years, through Fall 2029. ACEN 3390 Peachtree Road NE, Suite 1400 Atlanta, GA. 30326; (404) 975-5000.

Certifications and Authorizations
   - Puerto Rico State Approving Agency for Veterans Education
   - Microsoft IT Program
   - U.S. Department of Education
   - Vocational Rehabilitation

Memberships

- Puerto Rico Private Education Association

- Association of Student Financial Aid Administrators of Puerto Rico

- American Association of Collegiate Registrars and Admissions Officers

- Association of Private Sector Colleges and Universities

- National Association of Student Financial Aid Administrators

PEOPLE YOU SHOULD KNOW TO HELP YOU ON YOUR WAY TO SUCCESS

Nursing Director

Personnel responsible for the operation of the School of Nursing and provides academic guidance to nursing students in achieving their goals.

Contact to Your Nursing Directors

Campus	Director Name	Telephone/Ext.	Email	Address
Arecibo	Joseph W. Román-Suárez MSN, RN	(787) 879-5044 Ext. 5214	*jroman@nuc.edu*	PO Box 144035 Arecibo, PR 00614-4035
Bayamón	Jahaira Muñoz Sánchez, MSN, RN	(787) 780-5134 Ext. 4219	*Jmunoz9@nuc.edu*	PO Box 2036 Bayamón, PR 00960
Bayamón *Online Division*	Dra. Wilma R. Rivera-Solla Ed.D, MSN, RN	(787) 780-5134 Ext. 4183	*wirivera@nuc.edu*	PO Box 2036 Bayamón, PR 00960
Caguas	Myrna Torres-Hernández, MSN, RN	(787) 653-4733 Ext. 4606	*mtorres8@nuc.edu*	PO Box 8337 Caguas, PR 00726
Escorial	**Vacant**	(787) 522-2300 Ext.	*vacant*	Av. 65 de Infantería, San Juan, PR 00924
Mayagüez	Miriam López-Rivera MSN, RN	(787) 652-0373 Ext. 4737	*mlopez14@NUC.edu*	345 Avenida Hostos Mayagüez, P.R. 00680
Ponce	Karitza Serrano-Martínez MSN, RN	(787) 840-4474 Ext. 7029	*kserrano3@nuc.edu*	PO Box 801243 Ponce, PR 00780-1243
Río Grande	**Vacant**	(787) 809-5100 Ext.	*vacant*	PO Box 3064 Río Grande, PR 00745

Faculty

The faculty is committed to your professional success. They will direct you through the teaching and learning process, problem solving, analysis, and critical and clinical judgment in your classroom, laboratory, and clinical experiences. The Faculty is committed to participate actively in your education. Faculty members offer office hours and tutoring in order to maintain interaction with students outside of the classroom.

Clinical Liaison

Guide the student through their clinical experience. Identify cooperating agencies for clinical experiences. Will orient the student on the requirements and processes required for clinical experiences. Serve as a liaison between the college and the cooperating agencies.

Students Services

Professional Counseling

Counseling and guidance services are offered to students to help them fulfill their educational goals. These services include vocational and academic orientation, personal counseling, group discussions, referral services, workshops, support services through student associations and guidance and counseling for special groups. The office of Counseling and Guidance prepares different activities to inform students about the negative consequences of alcohol, drugs and violence, among other information. It also works closely with the Registrar's Office in the evaluation and counseling regarding the standards of academic progress. The Counseling and Guidance Office also maintains contact with the faculty in order to address any situation which may occur in the institution and may require a referral to the Discipline Committee.

Registrar's Office

The Registrar's Office provides students with all information regarding academic progress, grade, grade point average, transcript and any other general information that may be needed.

Financial Aid

NUC University offers financial aid to students who are eligible for the programs currently administered by the Institution. The aid offered to each eligible student is subject to the availability of funds for the specific award year. The Financial Aid programs currently available at the Institution are the following:

- Federal Pell Grant Program

- Federal Work Study (FWS) Program
- Federal Supplemental Educational Opportunity Grant (FSEOG) Program
- Federal Direct Loan Program
- PRCE Supplementary Educational Sub-graduate and Graduate Program
- PRCE Students with Merit Program
- PRCE High Honor Students Program
- Special Fund for Students Exceeded Pell LEU > 600%
- PRCE Scholarship Program Specific Academic Areas

Tutorial Support: Academic Development Center (CDA for Spanish Abbreviation)

This service is designed to help students reinforce the skills and knowledge acquired. These can be offered by a teacher or student tutor.

Placement

The Placement Counseling Office aids students and graduates in the job search process to obtain gainful employment by providing job market information. It advises students regarding resume preparation, job interviews and job offers. It is also responsible for the development of relationships with employers and referrals of students to prospective employers.

Mentoring

The student receives direct mentoring from an assignment professor for a year. The professor guides the student until the end of the first years. Throught academic mentoring the student receives continuous monitoring. During each term the students and the professor meet at least on three occasions to discuss academic progress, academic counseling or other situations that may arise.

Student Organization

Nursing Student Association

- Arecibo Branch
- Bayamón Branch
- Caguas Branch
- Escorial Branch
- Mayaguez Branch
- Ponce Branch
- Rio Grande Branch

Technology Support

The support technician assists the student in creating his or her internet account for effective communication between the teacher, student and administration. The technician also assists the student in accessing the online course platform and is available to help the student create their new email account. For assistance contact the Student Help Desk at 1-844-946-2020, seven days a week and holidays.

Activating your email account

Using a single login, you will be able to access your account in the Student Portal, CANVAS and your email in an Office 365 account. Your new university email will be your username in all the different platforms.

So how will you know what your email is? Here we show you how to know:

Learning your email and password is easy. You only need:

- Your name and last name
- The last four (4) digits of your student number
- The last four (4) digits of your social security number

Email Formula:

First_name_initial + first_last name + last_4_digits_student_number + @stu.nuc.edu

Example:

Name: José Nevárez

Last four digits of student number: 1010

Email: jnevarez1010@stu.nuc.edu

Password Formula:

first_name_initial+first_lastname_initial+last_4_digits_social_security_number

Example:

Name: Jose Nevarez

Last four digits of Social Security Number: 2020

Password: jn2020

You can now access your Student Portal. It's very easy!

1. Just go to http://www.nuc.edu and select Student Portal.

2. Once you enter and place your email and password for the first time, the system will ask you to change it (password must be at least 6 characters).

3. As soon as you complete this process you have activated your Portal account and are ready to take advantage of the services offered.

4. You can also access CANVAS directly from the portal without having to reenter your email and password. This is done through a link on the menu called "Online Courses".

5. Remember, very important! To activate your new email in Office 365, you just have to visit Microsoft Office 365: (http://mail.office365.com) and enter the your email and new password.

6.

Information Technology Requirements for Distances Education Courses

NUC University has selected Canvas as a technological tool to support its online courses. Canvas is a platform for delivering online courses, it is simple and allows you remote access to your courses.

Minimum technical requirements to use Canvas:

This is an institutional account used exclusively for contacting professors and classmates, and provides official Institutional notifications. (Do not confuse it with your personal email.) The link for Canvas technical support:

https//nuc.instructure.com/courses/5535/pages/technical-support

Operating Systems

- Windows 7 and newer
- Mac OSX 10.10 and newer
- Linux – ChromeOS

Mobile Operating System Native App Support

- iOS 12 and newer (versions vary by device)
- Android 5.0 and newer

Computer Speed, Processor and Peripherals

- Use a computer 5 years old or newer when possible
- 1GB of RAM minimum
- 2GHz processor minimum
- Audio Card (integrated)
- Webcam

- Headset for virtual class sessions and develop audio presentations

Internet Speed

- Minimum of 512kbps

- Wired connection preferable. Wireless connections are sensitive to weather changes; thus, they are unstable and may cause trouble when you are working or taking a test in the platform.

Browser Compatibility

- Chrome 80 and 81

- Firefox 74 and 75 (Extended Releases are not supported)

- Edge (Windows only—functionally supported; may exhibit slight visual differences from other browsers, but these differences do not restrict product functionality)

- Microsoft Edge 80 and 81 (Windows only)

- Safari 12 and 13 (Macintosh only)

Mobile Browsers Compatibility -

- IOS

- Safari (default browser with limited Canvas support)

- Chrome

- Photon Flash Player (supports Flash)

Android

- Chrome (default browser with limited Canvas support)*

- Internet

- Firefox

Screen Reader (Accessibility Feature)

- Macintosh: VoiceOver (latest version for Safari)

- PC: JAWS (latest version for Internet Explorer)

- PC: NVDA (latest version for Firefox)

- There is no screen reader support for Canvas in Chrome

Software1 and Plugins2

- Adobe Acrobat Reader 1

- Flash Player1

- Java Player2 (Latest version. Uninstall previous versions.) Should be enabled in your browser
- Apple Quicktime1 (Optional)
- Windows Media Player2 (Optional)
- Microsoft Office2 2007 or latest: Word, Excel, PowerPoint, Access. (Windows ser)
- Office for MAC2 2008 or latest: Word, Excel, PowerPoint
- Institutional Microsoft Office for Students – Web Apps and Installer
- Open Office2 (Microsoft Office Alternative) Freeware

Required Knowledge

- Ability to manage, send and receive e-mails
- Ability to open, close, create and save files in the following formats: Word (DOCX), Plain text (TXT), Rich text format (RTF), Power Point (PPTX), Excell and PDF. Basic Computer Skills

SCHOOL OF NURSING

Mission

The graduates of NUC University nursing programs, upon licensure, will be proficient professionals with a strong commitment toward the discipline of nursing and public service. They will be critical/ethical thinkers who use positive clinical judgment in their professional practice, within the multidisciplinary health team, and their service to diverse individuals, families and the community. As such, they will be committed to learning, as a dynamic and continuous process, throughout life.

Vision

The creation of nursing professionals committed to confident and competent practice as leaders in new healthcare trends and challenges for the improvement of a diverse, dynamic and complex society.

Nursing Program Philosophy

The Nursing Department believes in the individual and professional development of our nursing students, so they can become responsible citizens with the ability to work effectively for their own well-being, making significant contributions to society, to the economy of Puerto Rico and to the world in general. Our department is inspired by the highest human values and sound principles of professional nursing practice.

In addition, the Nursing Department believes in:

Nature of Person

Each individual is a unique personality who is shaped by their genetic and environmental exposure to the world. In turn this forms a person's moral and ethical value system. Through a process of growth and development, the individual reaches adulthood where the expectation is that of a responsible being who promotes independent and competent thinking with socially acceptable actions. Human life has value and every person has the right to achieve their optimum state of health (wellness).

*Nature of Society***:**

Every human being is a social being. Individuals may form community aggregates to satisfy their needs, whether that is a family, a local, regional or national community or the world.

It is the society that determines the mores and values that regulate its existence. These interactions are the basis for the type of socialization that exists among its members. It is through the family and society that a human being acquires knowledge and internalizes values. Individuals, families and, social groups work together on their individual and collective behaves to effectively and significantly contribute to the bio-psychosocial, economical welfare and quality of life for all.

Health:

Society must be healthy in order to survive. Health within the society is a continuous and cyclic process that is defined within the individual, family, groups (both small and larger) and the global community. Optimum health is more than the absence of physical illness as it also includes the mind and spirit. There are various levels on the health/illness continuum – primary, secondary and tertiary, which emphasizes that an individual's health can vary according to their own life stage and development. Maximum health can, therefore, include illness prevention; promotion and maintenance of health; or, maintenance of disease.

Nature of Nursing:

Nursing is the art and science of holistically caring for individuals, families and communities. It draws on the biological and social sciences as the background for providing care and incorporates the fine arts into one's portrait of wholeness for the person – maximum physical, mental, social and spiritual welfare. Within its realm is the ability to think critically, draw conclusions, make decisions and act with clinical judgment in different scenarios within various cultural venues. Nursing includes both dependent and independent functions in relation to the multidisciplinary healthcare team.

Teaching/Learning:

Through instruction or study, skills and knowledge are acquired. This is learning. Through the recognition of an individuals' learning style, faculty facilitates student learning. Teaching strategies are student entered and selected to encourage autonomy and self-direction while providing individual support. These strategies encourage critical thinking, exploration of research and evidence based practice. Learning is meaningful when faculty plan and select rich and varied experiences that progress from the simple to complex. Participation in learning is necessary for achieving goals and establishing patterns of life-long learning. This life-long

process may include the desire to: continue learning, seek answers for questions, remain connected with the profession, create new personal opportunities, etc.

Nursing Education:

Nursing education is a systematic and continuous process based on scientific knowledge. It includes both general education and nursing specific content. It is further defined, in Puerto Rico; according to the type of nursing practice, the individual will perform (Rule 254).

The LPN a person who performs selective care to individuals, which requires skill and judgment proper to their nursing training, but not the knowledge required of advanced practice nurses, specialists, generalists or associate degree nurses, and therefore, can only work under the direction of these or of physicians and dentists authorized to practice in Puerto Rico.

The ADN or associate nurse may perform basic client care skills under the direction of a general BSN nurse, doctor or dentist in hospitals, doctors' offices, laboratories, ambulatory and elderly care facilities.

The BSN or general nurse may perform independently across the life care spectrum and in all healthcare environments.

The professional MSN can act in a manner independently and may exercise the private practice in Puerto Rico and the United States offering their services through contract with agencies or individuals in any setting in your area of practice.

Accreditation Responsibilities.

Whenever necessary, the VP of Nursing Programs will establish procedures in support of the institution's practices to facilitate compliance with the accreditation policies for the program. The VP of Nursing Programs is the person responsible for communicating with Institutional Governance regarding accreditation processes that must be carried out in accordance with the requirements established by ACEN. Notification of substantial modifications that may affect the program or accreditation will be the responsibility of the directors, who inform and prepare a report for the VP of the Nursing Program. The VP of the Nursing Program will report changes in institutional accreditation and authorization status for the Programs. In addition, any report related to the fulfillment of the accreditation criteria will

be prepared by the VP of the Nursing Programs and will be submitted to the President for appropriate follow-up of the process.

End-of-Program Student Learning Outcomes

End of Program Learning Outcomes (EPLOs) are the competencies upon graduation that the student achieves, which, in turn, reflect the program completion, licensing approval and job placement rates.

End of Program Learning Outcomes (EPSLOs)

NUC University Institutional Learning Goals	*Nursing Program*	
	Associate Degree	Bachelor Degree
1. Professional Competence and Technical Skill	Perform the basic technical skills of nursing in a safe manner, in hospitals, doctor's offices, laboratories, ambulatory care and elderly care centers, within the legal and ethical limits of the scope of practice of associate degree nursing in Puerto Rico.	Acts independently, paying attention to leadership, management, and research through technological processes, in all areas of health care and within the legal and ethical limits of the practice of the bachelor's degree nurse in Puerto Rico.
2. Communication Skills	Choose effective verbal, non-verbal, written, or electronic communications with patients, families and the collaborative interdisciplinary health team, to achieve positive client care outcomes.	Generate assertive verbal, non-verbal, written or electronic communications with clients, families and the collaborative interdisciplinary health team, to achieve constructive, managed client care outcomes.
3. Critical and Creative Thinking	Use critical thinking and the nursing process to provide holistic and caring strategies, for clients of all ages, to maintain and re-establish wellness.	Synthesize a decision making framework to holistically implement the nursing process for clients of all ages, to maintain and re-establish wellness.
4. Logic Reasoning	With an awareness of technological advances, research and evidence based practice, identify and apply the steps of the nursing process to perform nursing care for clients across the lifespan.	Integrate innovative technological advances, research and evidence based practice to improve nursing care for clients across the lifespan.

NUC University Institutional Learning Goals	Nursing Program	
	Associate Degree	Bachelor Degree
5. **Information Literacy and Technological Competency**	Use the technology in an ethical and critical manner to manage client data for health care decisions.	Analyze critically and ethically the types of informatics for the development and management of interdisciplinary health care team plans for the improvement of the health of the client, the community and the world.
6. **Ethical and Moral Behavior**	Demonstrate the use of: the cannons of professional ethics; social norms; and, the regulations and laws governing the practice of nursing in Puerto Rico	Evaluate the implications of policy issues on access, equity, affordability and social justice in healthcare delivery.
7. **Respect for Diversity**	Incorporate individual uniqueness, cultural diversity, and human responses when formulating holistic nursing interventions.	Compare individual uniqueness, cultural diversity and human responses when formulating holistic nursing interventions.

Admission Criteria

Admission to the Nursing Program at NUC University:

Admission to the College: This is in compliance with the process described in the NUC University Catalog and includes:

- NUC University Admissions Application and documents

- Proof of high school graduation or GED or its equivalent

- Official transcripts from high school and all colleges attended

- Completion of the entrance/placement exam

Admission index requirements and minimum grade point average for graduation

GRADE	Admission Index (High school graduation index)	Admission Index	Transfer Admission Index	Minimum grade point average for Graduation	Approved courses
ADN	2.00	220 points	GPA 2.00 Minimum 1 approved course	GPA 2.25 All courses Minimum C	All courses Minimum C
BSN	2.25	225 points	GPA 2.25 Minimum 1 approved course	GPA 2.50 All courses Minimum C	All courses Minimum C

			GPA 2.25 Associate's Degree Conferred and Active RN License	GPA 2.50 All courses Minimum C	All courses Minimum C
RN to BSN (on-line)	N/A	N/A	GPA 2.25 Associate's Degree Conferred and Active RN License	GPA 2.50 All courses Minimum C	All courses Minimum C

Nursing Department Grading System

The nursing program follows a modified College grading system. Theory courses are graded as:

A = 100-90
B = 89-80
C = 79-70
D= 69-60
F = Below 59 -0

Only grades of "C" qualifies as acceptable grades for progression

CURRICULUM SEQUENCING

Associate's Degree in Nursing

The Associate's Degree in Nursing trains students in the application of knowledge, skills and abilities in collaboration with the multidisciplinary health team, participating in the planning and provision of care centered on the client, family, and community. Furthermore, students will integrate safety principles when performing their clinical practice based on evidence and intervention in the field of nursing in a variety of settings. Graduates of this program will demonstrate competence in methods of the natural sciences and human behavior, under the direct supervision of a nursing professional in the general, specialist, or advanced practice categories.

Minimum Requirements:

19 Credits in General Education
13 Credits in Core Courses
38 Credits in Major Courses
70 Total Credits

Assoicate Degree: 2021

FIRST TERM: 12 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
MATH 1010	Basic Mathematics	3	***	***
BIOL 1010	Introduction to Biology	3	***	***
NURS 1000	Nursing Theory and Evolution	2	***	***
SEMI 101	University Environment Seminar	1	***	***
ITTE 1031L	Computer Literacy and Lab	3	***	***
SECOND TERM: 13.5 CREDITS				
Code	Curse	Credits	Prerequisites	Corequisites
MICR 1000	Basic Microbiology	3	BIOL 1010	BIOL 2000
MICR 1011L	Basic Microbiology Lab	1	BIOL 1010	BIOL 2000
NURS 1300	Fundamentals of Nursing	3	BIOL 1010, MATH 1010, NURS 1000	NURS 1311L, 1315P, BIOL 2000
NURS 1311L	Fundamentals of Nursing Lab.	2	BIOL 1010, MATH 1010, NURS 1000	NURS 1300, NURS 1315P, BIOL 2000
NURS 1315P	Simulation and practice of Fundamentals of nursing	1.5	BIOL 1010, MATH 1010, NURS 1000	NURS 1300, NURS 1311L, BIOL 2000
BIOL 2000	Human Anatomy and Physiology	3	BIOL 1010	NURS 1300, NURS 1311L, 1315P
THIRD TERM: 14.5 CREDITS				
Course Code	Course	Credits	Prerequisites	
NURS 1O61L	Pharmacology and Skills Laboratory for the Medicines Administration	2	BIOL 2000, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 1050
NURS 1050	Pharmacology and Nursing Implications	3	BIOL 2000, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 1061L
NURS 2540	Nursing Care in Mental Health and Psychiatry	2	BIOL 1010, BIOL 2000, MICR 1000, MICR 1011L, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 2545P, NURS 1050, NURS 1061L, PSYC 2510
NURS 2545P	Practice of Nursing Care in Mental Health and Psychiatry	1.5	BIOL 1010, BIOL 2000, MICR 1000, MICR 1011L, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 2540, NURS 1050, NURS 1061L, PSYC 2510
ENGL 1010	Basic English I	3	***	
PSYC 2510	Psychology	3	***	
FOURTH TERM: 15.5 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
NURS 2550	Nursing Interventions with Adult and Elder I	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L	NURS 2555P
NURS 2555P	Simulation and Practice of Nursing Interventions with the Adult and Elder I	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1321P, NURS 1050, NURS 1061L	NURS 2550

Course Code	Course	Credits	Prerequisites	Corequisites
NURS 2620	Nursing Intervention in Mother and Newborn	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, MICRO 1311L, MICRO 1321P, NURS 1050, NURS 1061L	NURS 2625P
NURS 2625P	Simulation and Practice of Nursing with the Mother and Newborn	1.5	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L	NURS 2620
ENGL 1020	Basic English I	2	ENGL 1010	***
SPAN 1010	Basic Spanish I	3	***	***
FIFTH TERM: 14.5 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
NURS 2630	Nursing Interventions in Adult and Elder	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	NURS 2635P
NURS 2635P	Simulation and Practice of Nursing Interventions with the Adult and Elder	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	NURS 2630
NURS 2710	Nursing Interventions with the Child and Adolescent	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L , NURS 2550, NURS 2555P	NURS 2725P
NURS 2725P	Simulation and Practice of Nursing Interventions with Child and Adolescent	1.5	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	NURS 2710
NURS 2730	Integrating Seminar of Nursing	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1321P, NURS 1050, NURS 1061L, NURS 2550, NURS 2551P, NURS 2620, NURS 2625	***
SPAN 1020	Basic Spanish I	3	SPAN 1010	***
			Total	**70 Credits**

Bachelor's Degree in Nursing

The Bachelor's Degree in Science in Nursing trains students in the development of the knowledge and skills of the profession related to human care and teaching with a holistic approach. Graduates of this program will be able to apply the competences of leadership, management, critical thinking, assertive communication, and ethical and legal decision making, specific to the different needs of groups, populations and situations. In addition, students will employ their skills in the clinical and biopsychosocial aspects during their intervention with clients, families and the community, therefore contributing to the betterment and development of the quality of life in the society.

MINIMUM REQUIREMENTS:

37 Credits in General Education

21 Credits in Core Courses

<u>64</u> Credits in Major Courses

122 Total Credits

CURRICULUM SEQUENCE
Bachelor's Degree: 2021

FIRST TERM: 12 CR EDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
MATH 1010	Basic Mathematics	3	***	***
BIOL 1010	Introduction to Biology	3	***	***
NURS 1000	Nursing Theory and Evolution	2	***	***
SEMI 101	University Environment Seminar	1	***	***
ITTE 1031L	Computer Literacy and Lab	3	***	***
SECOND TERM: 13.5 CREDITS				
Code	Curse	Credits	Prerequisites	Corequisites
MICR 1000	Basic Microbiology	3	BIOL 1010	BIOL 2000
MICR 1011L	Basic Microbiology Lab	1	BIOL 1010	BIOL 2000
NURS 1300	Fundamentals of Nursing	3	BIOL 1010, MATH 1010, NURS 1000	NURS 1311L, 1315P, BIOL 2000
NURS 1311L	Fundamentals of Nursing Lab.	2	BIOL 1010, MATH 1010, NURS 1000	NURS 1300, NURS 1315P, BIOL 2000
NURS 1315P	Simulation and practice of Fundamentals in nursing	1.5	BIOL 1010, MATH 1010, NURS 1000	NURS 1300, NURS 1311L, BIOL 2000
BIOL 2000	Human Anatomy and Physiology	**3**	**BIOL 1010**	NURS 1300, NURS 1311L, 1315P
THIRD TERM: 14.5 CREDITS				
Course Code	Course	Credits	Prerequisites	
NURS 1O61L	Pharmacology and Skills Laboratory for the Medicines Administration	2	BIOL 2000, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 1050

Course Code	Course	Credits	Prerequisites	Corequisites
NURS 1050	Pharmacology and Nursing Implications	3	BIOL 2000, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 1061L
NURS 2540	Nursing Care in Mental Health and Psychiatry	2	BIOL 1010, BIOL 2000, MICR 1000, MICR 1011L, MATH 1010, NURS 1000, NURS 1300, NURS 1311, NURS 1315P	NURS 2545P, NURS 1050, NURS 1061L PSYC 2510
NURS 2545P	Practice of Nursing Care in Mental Health and Psychiatry	1.5	BIOL 1010, BIOL 2000, MICR 1000, MICR 1011L, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P	NURS 2540, NURS 1050, NURS 1061L PSYC 2510
ENGL 1010	Basic English I	3	***	
PSYC 2510	Psychology	3	***	
FOURTH TERM: 15.5 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
NURS 2550	Nursing Interventions with Adult and Elder I	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L	NURS 2555P
NURS 2555P	Simulation and Practice of Nursing Interventions with the Adult and Elder I	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1321P, NURS 1050, NURS 1061L	NURS 2550
NURS 2620	Nursing Intervention in Mother and Newborn	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, MICRO 1311L, MICRO 1321P, NURS 1050, NURS 1061L	NURS 2625P
NURS 2625P	Simulation and Practice of Nursing with the Mother and Newborn	1.5	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L	NURS 2620
ENGL 1020	Basic English II	2	ENGL 1010	***
SPAN 1010	Basic Spanish I	3	***	***
FIFTH TERM: 14.5 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
NURS 2630	Nursing Interventions in Adult and Elder	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	NURS 2635P
NURS 2635P	Simulation and Practice of Nursing Interventions with the Adult and Elder	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L,	NURS 2630

			NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	
NURS 2710	Nursing Interventions with the Child and Adolescent	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L , NURS 2550, NURS 2555P	NURS 2725P
NURS 2725P	Simulation and Practice of Nursing Interventions with Child and Adolescent	1.5	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 1050, NURS 1061L, NURS 2550, NURS 2555P	NURS 2710
NUTR 1000	Introduction to Nutrition	2		***
SPAN 1020	Basic Spanish I	3	SPAN 1010	***

SIXTH TERM: 15 CREDITS				
Course Code	Course	Credits	Prerequisites	
CHEM 2031	General Chemistry	3	MATH 1010, BIOL 1010, 2000	***
SOSC 1010	Social Sciences I	3	***	***
STAT 2000	Introduction to Statistics	3	MATH 1010	
SPAN 2040	Writing and Composition	3	SPAN 1010, 1020	****
NURS 3006	Transition of the Role of Nurses in Current Society	3	NURS 1000	

SEVENTH TERM: 12 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
ENGL 2050	Conversational English	3	ENGL 1020	***
NURS 3015	Physical Assessment	3	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, NURS 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 2550, NURS 2555P, NURS 2620, NURS 2625P, NURS 2630, NURS 2635P, NURS 2710, NURS 2725	*****
NURS 3050	Research in Nursing	3	MATH 1010, STAT 2000	***
HUMA 1010	Humanities I	3	***	***

EIGHTH TERM: 12 CREDITS				
Course Code	Course	Credits	**Prerequisites**	
HUMA 1020	Humanities I	3	HUMA 1010	***
NURS 3040	Informatics in Healthcare Systems	3	NURS 1000,	***
NURS 3055	Leadership and Management	3	NURS 3006	***
NURS 3130	Critical Interventions in Professional Nursing with Adults	3	NURS 3015	***

NINTH TERM 13 CREDITS				
Course Code	Course	Credits	Prerequisites	

NURS 2730	Integrating Seminar of Nursing	2	BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1321P, NURS 1050, NURS 1061L, NURS 2550, NURS 2551P, NURS 2620, NURS 2625	***
NURS 4000	Global and National Health Policies	3	NURS 3006	***
NURS 4020	Nursing Interventions with Families and Communities	3	NURS 3006, 3015, NURS 3050, NURS 3055	NURS 4025P
NURS 4025P	Practice in Nursing Interventions with Families and Communities	2	NURS 3006, NURS 3015, NURS 3050, NURS 3055	NURS 4020
SOSC 1020	Social Sciences I	3	SOCS 1010	***
			Total	**122 Credits**

Bachelor's Degree (RN to BSN)

The Bachelor's Degree in Science in Nursing (RN to BSN) option trains students in the development of the knowledge and skills of the profession related to human care and teaching with a holistic approach. Graduates of this program will be able to apply the competences of leadership, management, critical thinking, assertive communication, and ethical and legal decision making, specific to the different needs of groups, populations and situations. In addition, students will employ their skills in the clinical and biopsychosocial aspects during their intervention with clients, families and the community, therefore contributing to the betterment and development of the quality of life in the society.

MINIMUM REQUIREMENTS:

18 Credits in General Education

  8 Credits in Core Courses

26 Credits in Major Courses

52 Total Credits

Admission Requirements:

• Complete and submit the admission application.

• Have an associate degree in nursing from an accredited institution that is recognized by the United States Department of Education or by an official agency from the country of origin.

- Have a minimum GPA of 2.25 or its equivalent, according to the grading system of the institution of origin.

- Have a permanent RN license in United States or Puerto Rico and show evidence that such license is active. *All students must keep their license active during their time of study.

Transfer of credits for the Bachelor's Degree in Science in Nursing (RN to BSN) Program

The RN license plus an associate degree in nursing from an accredited institution will transfer into NUC University's nursinig program as 70 credits. The total credits are as follows:

Transfer credits: 70

RN to BSN credits: 52

Credits required for graduation: 122 credits

CURRICULUM SEQUENCE
Bachelor's Degree (RN to BSN): 2021

FIRST TERM: 15 CREDITS				
Course Code	Course	Credits	Prerequisites	
CHEM 2031	General Chemistry	3	MATH 1010, BIOL 1010, 2000	***
SOSC 1010	Social Sciences I	3	***	***
STAT 2000	Introduction to Statistics	3	MATH 1010	
SPAN 2040	Writing and Composition	3	SPAN 1010, 1020	****
NURS 3006	Transition of the Role of Nurses in Current Society	3	NURS 1000	
SECOND TERM: 12 CREDITS				
Course Code	Course	Credits	Prerequisites	Corequisites
ENGL 2050	Conversational English	3	ENGL 1020	***
NURS 3015	Physical Assessment	3	BIOL 1010, BIOL 2000, MATH 1010,MICR 1000, NURS 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P, NURS 2550, NURS 2555P, NURS 2620, NURS 2625P, NURS 2630, NURS 2635P, NURS 2710, NURS 2725	*****
NURS 3050	Research in Nursing	3	MATH 1010, STAT 2000	***
HUMA 1010	Humanities I	3	***	***
THIRD TERM: 12 CREDITS				
Course Code	Course	Credits	Prerequisites	

HUMA 1020	Humanities I	3	HUMA 1010	***
NURS 3040	Informatics in Healthcare Systems	3	NURS 1000	***
NURS 3055	Leadership and Management	3	NURS 3006	***
NURS 3130	Critical Interventions in Professional Nursing with Adults	3	NURS 3015	***
FOURTH TERM: 13 CREDITS				
Course Code	Course	Credits	Prerequisites	
NUTR 1000	Introduction to Nutrition	2	***	***
NURS 4000	Global and National Health Policies	3	NURS 3006	***
NURS 4020	Nursing Interventions with Families and Communities	3	NURS 3006, 3015, NURS 3050, NURS 3055	NURS 4025P
NURS 4025P	Practice in Nursing Interventions with Families and Communities	2	NURS 3006, NURS 3015, NURS 3050, NURS 3055	NURS 4020
SOSC 1020	Social Sciences I	3	SOCS 1010	***

COURSE DESCRIPTION

NURS 1000: Nursing Theory and Evolution: 2 credits

In this course, students will examine the origin and evolution of the nursing practice and its historical background. Likewise, they will identify theories and ethical and legal principles regulating the nursing practice as a profession in Puerto Rico. Additionally, students will analyze concepts related to health promotion and maintenance, disease prevention, the importance of computing skills, and the integration technology in contemporary nursing practice.

Co-requisites: None

Pre-requisites: None

NURS 1050: Pharmacology and Nursing Implications: 3 credits

In this course the student will analyze the basic principles of pharmacology and its implications on drug administration when providing nursing care to clients and their families. It will examine the professional standards and regulations for prescription law, administration and control of drugs in Puerto Rico and the United States and the implications for nursing practice. It will highlight the importance of the knowledge of pharmacology to safely manage drugs or medication for clients/families. It will integrate the knowledge of the different body systems and pharmacology into managing and administering medications as part of nursing practice. This course includes the use of simulator.

Co-requisites: NURS 1061L

Pre-requisites: BIOL 2000, MATH 1010, NURS 1000, NURS 1300, 1311L, NURS 1315P

NURS 1061L: Pharmacology and Skills Laboratory for the Medicines Administration: 2 credits

In this course, students will apply the nursing process to the proper medication administration according to the patient's growth and development stage. In addition, they will interpret the medical prescription language for the correct management of medications. Students will also execute basic skills needed for calculating, dosing, and administering medications, as well as documenting the nursing care interventions offered to the client, their family, and the community. Students will perform simulated laboratories.

Co-requisites: None

Pre-requisites: BIOL 2000, MATH 1010, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P

NURS 1300: Fundamentals of Nursing: 3 credits

In this course, students will demonstrate the critical thinking attitudes and skills used by nursing professionals in decision making and problem solving while providing health care. Students will integrate the nursing process as a tool to address client, family, and community health needs. They will explain the importance of communication in interacting with clients, family, community, their colleagues, and the multi- disciplinary staff team.

Co-requisites: BIOL 2000, NURS 1311L, NURS 1315P

Pre-requisites: BIOL 1010, MATH 1010, NURS 1000

NURS 1311L: Fundamentals of Nursing Lab.: 2 credits

In this course, students will develop the knowledge and technical skills necessary for safely performing basic nursing procedures with confidence in patient, family, and community care intervention. They will use this process as a framework for making decisions that show critical thinking skills development, as they perform safe and effective interventions with patients, family, and community. Additionally, students will effectively employ verbal, non-verbal, written, and technological communication skills when transmitting healthcare related information to clients, family community, colleagues, and the multi-disciplinary team. They

will also perform clinical practice in simulated laboratories. This course includes the use of simulator.

Co-requisites: BIOL 2000, NURS 1300, 1315P

Pre-requisites: BIOL 1010, MATH 1010, NURS 1000

NURS 1315P: Simulation & Practice of Fundamentals of Nursing: 1.5 credits

In this course, students will apply basic skills and competencies necessary for direct client, family, and community care, based on the philosophy of the school and the nursing process. They will perform clinical practice in simulated laboratories and different health care settings. Students will likewise use the nursing process for health promotion and disease prevention in clients, family, and the community. This course includes the use of simulator.

Co-requisites: BIOL 2000, NURS 1300, NURS 1311L

Pre-requisites: BIOL 1010, MATH 1010, NURS 1000

NURS 2540: Nursing Care in Mental Health and Psychiatry: 2 credits

In this course, students will analyze the historical evolution of psychiatric nursing and basic theoretical concepts of mental health. They will examine professional and ethical and legal responsibilities in nursing comprehensive care, focused on mental health at primary, secondary, and tertiary levels. Additionally, students will support the importance of maintaining good therapeutic communication aimed at establishing effective relationships with patients in mental health care. They will likewise incorporate the nursing process in the management of common mental health and psychiatric disorders.

Co-requisites: NURS 1050, NURS 1061L, NURS 2545P, PSYC 2510

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS NURS 1300, NURS 1311L, NURS 1315P

NURS 2545P: Practice of Nursing Care in Mental Health and Psychiatry: 1.5 credits

In this course, students will apply the nursing process in offering direct care to clients, families, and communities with mental health problems and psychiatric disorders in different stages of growth and development. Additionally, they will implement activities for the promotion, maintenance, and restoration of mental health, with a focus on the ethical and legal responsibilities of nursing staff in mental health care and psychiatric assistance at primary,

secondary, and tertiary levels. Students will perform clinical practice in simulated laboratories and different health care settings. This course includes the use of simulator.

Co-requisites: NURS 1050, NURS 1061L, NURS 2540, PSYC 2510

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1300, NURS 1311L, NURS 1315P

NURS 2550: Nursing Interventions with Adult and Elder I: 3 credits.

In this course, the student will evaluate the management of individual therapeutic regimens, including activities that are used to promote health and prevent disease which affects adults and the elderly. Issues discussed relate to the concepts of oxygenation (cardiac and respiratory), inflammation, fluid/electrolyte balance, sensory/perceptual, cellular damage (surgery) and reproductive stability. This course includes the use of simulator.

Co-requisites: NURS 2555P

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P

NURS 2555P: Simulation and Practice of Nursing Interventions with the Adult and Elder I: 2 credits

In this course, students will demonstrate the competencies for managing therapeutic regimens, planning nursing care, being attentive to diversity, and activities for promoting health and prevention of diseases that affect adults and the elderly. They will also integrate concepts related to conduction, oxygenation, inflammation, liquid and electrolyte balance, sensory perception, cell damage, surgical care, and reproductive stability in nursing interventions with adult and elderly clients. Students will perform their clinical practice in simulated laboratories and different healthcare settings. This course includes the use of simulator.

Co-requisites: NURS 2550

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, 1011L, NURS 1000, 1050, 1061L, 1300, 1311L, 1315P

NURS 2620: Nursing Intervention in Mother and Newborn: 3 credits

In this course the students will analyze the fundamental concepts, historical evolution and ethical-legal aspects in the care of the mother and newborn. Students will review the anatomy and function of the female and male reproductive system and evaluate the process of nursing intervention in the

direct care of the mother and newborn. They will discern the nursing role during antepartum, childbirth, postpartum and newborn stages. This includes discussion of the anticipated physical and neurological changes and the general complications during the maternal and newborn periods. This course includes the use of simulator.

Co-requisites: NURS 2625P

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, 1315P

NURS 2625P: Simulation and Practice of Nursing Interventions with the Mother and Newborn: 1.5 credits

In this course, students will demonstrate competencies in the direct care of mother and newborn by applying the nursing process. They will also apply the necessary nursing skills to assist the mother and newborn to adapt to the psychological and physiological changes produced during the different pregnancy stages and the newborn's development phases. Students will perform their clinical practice in simulated laboratories and different healthcare settings. This course includes the use of simulator.

Co-requisites: NURS 2620

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P

NURS 2630: Nursing Interventions in Adult and Elder II: 3 credits

In this course, students will examine the physiological changes that occur in adults and the elderly during the aging process. They will analyze the causes and common patho-physiology that affects individual stages of adulthood and old age. Students will use the nursing process to assess, plan, implement and evaluate selected nursing interventions required for the direct care of adult and elderly with health disorders within the digestive, renal, endocrine, nervous and skeletal muscle systems. This course includes the use of simulator.

Co-requisites: NURS 2635P

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, 1315P, NURS 2550, 2555P

NURS 2635P: Simulation and Practice of Nursing Interventions with the Adult and Elder II: 2 credits

In this course, students will demonstrate competencies required for the direct care of adults or the elderly who present eating, elimination, metabolism, movement, balance, or sensory disorders. They will also apply the principles of growth and development, therapeutic communication, information management, legal-ethical aspects, and activities to promote health and prevent diseases that affect adults and the elderly. Students will perform their clinical practice in simulated laboratories and different healthcare settings.

Co-requisites: NURS 2630

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P, NURS 2550, NURS 2555P

NURS 2710: Nursing Interventions with Children and Adolescents: 3 credits

In this course, students will describe concepts related to the health of children and adolescents, as well as the historical background and evaluation of pediatric nursing care. They will integrate the education process into the pediatric client and family in the promotion and prevention of health through different stages of growth and development. Students will integrate the process of nursing interventions to maintain and promote the physiological, psychological, social and spiritual integrity of children and adolescents. This course includes the use of simulator.

Co-requisites: NURS 2725P

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, NURS 1000, MICR 1000, MICR 1011L, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P

NURS 2725P: Simulation and Practice of Nursing Interventions with Child and Adolescent: 1.5 credits

In this course, students will demonstrate the necessary knowledge and competencies for children and adolescent nursing care in simulations and clinical practice. They will also analyze the health and physical state of children and adolescents according to a care plan adjusted to the patient's needs. Students will consider the growth and development principles, therapeutic communication, information management, legal-ethical aspects, and activities to promote health and prevent diseases in the direct care of children and adolescents. Furthermore, students will apply care plans intended for children, adolescents, and their families according to their health conditions, through research and evidence-based practice. This course includes the use of simulator.

Co-requisites: NURS 2710

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P, NURS 2550, NURS 2555P

NURS 2730: Integrating Seminar of Nursing: 2 credits

In this course, students will analyze health concepts and the levels of care followed in Puerto Rico as reflected by the professional competencies needed to offer nursing care to patients, families, and communities. In addition, they will utilize the nursing process and the categories of patient needs specified by the Puerto Rico Board of Nursing—a safe and effective care environment, health promotion and maintenance, psychosocial integrity, and physiological integrity—to facilitate the development of strategies that will aid them in their preparation for the nursing exam provided by this Board and increase their probability of passing it. Moreover, they will apply different study strategies, including clinical situations, in order to develop the critical thinking required to make assertive decisions and solve patients' health problems. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: BIOL 1010, BIOL 2000, MATH 1010, MICR 1000, MICR 1011L, NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P, NURS 2540, NURS 2545P, NURS 2550, NURS 2555P, NURS 2620, NURS 2625P

NURS 3006: Transition of the Role of Nurses in Current Society: 3 credits

In this course, the student will examine the historical evolution of the nursing profession, holistic concepts, nursing theories and the educational levels of nursing practice. Additionally, the student will examine critical thinking skills, which will enable him/her to make clinical judgments. The student will analyze the legal and ethical aspects and cultural diversity in the face of professional challenges; nursing roles within the changing healthcare systems; and, the use of research, evidence based practice and technology in today's nursing environment. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 1000

NURS 3015: Physical Assessment: 3 credits

In this course, students will assess the history of the role of nursing in holistic care health assessment for adult and elderly clients. They will learn about physical assessment methodology and the techniques of performing the physical exam as part of the nursing professional role. Included will be attention to documenting a clients' health history and physical exam as part of the process for clinical decision-making. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 1000, NURS 1050, NURS 1061L, NURS 1300, NURS 1311L, NURS 1315P, NURS 2540, NURS 2545P, NURS 2550, NURS 2555P, NURS 2620, NURS 2625P, NURS 2630, NURS 2635P, NURS 2710, NURS 2725P

NURS 3040: Informatics in Healthcare Systems: 3 credits

In this course, students will examine the fundamental concepts and roles of nursing professionals regarding informatics and their use. They will also analyze the management, practices and applications of information systems in clinical and educational settings; and, explain the ethical and legal controversies involved when dealing with information in a healthcare system. At the same time, they will evaluate the impact of technology and its applications in clinical, educational and research environments. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 1000

NURS 3050: Research in Nursing: 3 credits

In this course, students will evaluate the role, as well as the importance, of research in professional nursing practice, including the conducting and dissemination of research and its principles and evidence-based practice models. They will also examine the ethical and legal considerations related to the subjects within nursing research. In addition, they will describe the nursing research process and interpret evidence-based research in order to apply it to nursing practice.

Co-requisites: None

Pre-requisites: MATH 1010, STAT 2000

NURS 3055: Leadership and Management: 3 credits

In this course, the student will analyze concepts of leadership and management, as well as the necessary tools for the fulfillment of the nursing professional role in light of new perspectives in health services administration. The student will evaluate theories and models for management practice in nursing. The student will design effective organizational structures for determining administrative and management resources applicable to nursing services. Also, the student will justify the importance of establishing effective and safe work environments in order to sustain the motivation of the nursing professional and the quality of the health services. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 3006

NURS 3130: Critical Interventions in Professional Nursing with Adults: 3 credits

In this course, students will examine the importance of the role of nursing and holistic care in the critical care environment for adult patients and their families. They will also value the role of the nursing professional when caring for critically ill adults. Students will differentiate between diagnoses and treatments in the collaborative management of critical conditions. In addition, they will analyze the nursing skills required for care of critical and acute pathological conditions in adults that require intensive care. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 3006, NURS 3015

NURS 4000: National and Global Health Policies: 3 credits

In this course, students will analyze national and global health policies and their financing. They will also evaluate the processes for health service rendering, the field's ethical-legal aspects at national and global levels, and the role of the nursing professional. Students will examine the principles of public policy in the rendering of services at a national and global level, as well as the influence of epidemiology and *Healthy People 2030* have had on the tendencies and controversies of the national and global health systems. This course includes the use of simulator.

Co-requisites: None

Pre-requisites: NURS 3006

NURS 4020: Nursing Interventions with families and communities: 3 credits

In this course, students will apply the nursing process to the client, their family, and the community. They will demonstrate leadership skills in the promotion of health and disease prevention for the client, their family, and the community. Students will integrate the principles of public health in the nursing process to promote health and control risks in groups and populations through the primary, secondary, and tertiary levels of prevention in the community's health. This course includes the use of simulator.

Co-requisites: NURS 4025P

Pre-requisites: NURS 3006, NURS 3015, NURS 3050, NURS 3055

NURS 4025P, NURS 4025-*(RN–BSN)*: Practice in Nursing Interventions with families and communities: 2 credits

In this course, students will apply competencies required for the direct care of patients, families, and communities based on the nursing process. They will also demonstrate skills for communication, interpersonal relations, leadership, management, teaching, and critical thinking in the treatment of patients, their families, and communities. Furthermore, students will perform their clinical practice in communities or simulated environments with diverse populations or groups. This course includes the use of simulator.

Co-requisites: NURS 4020

Pre-requisites: NURS 3006, NURS 3015, NURS 3050, NURS 3055

POLICIES & PROCEDURES

NUC University's main objective is that its students complete their program within an excellent academic environment and receive quality services. Such services require an atmosphere of adequate behavior conducive to an optimum learning environment.

To know the Policies and Procedures, with its Institutional Rules and Regulations, as established by NUC University, please refer to the web page of: www.nuc.edu under the catalog option you will find the following links:

Institutional Policies:

↓ Institutional Scholarship Policy

- ↓ Sexual Harassment and Bullying Policy
- ↓ Academic Integrity Policy
- ↓ Policy on Institutional Integrity
- ↓ Policy on the Implementation of the Immunization Law Number 25
- ↓ Policy on Prohibition of the Use of Social Security Numbers as Routine Identification
- ↓ Annual Security Policy
- ↓ Nursing Program Policies and Procedures

Institutional Regulations, Manuals and Guides:
- ↓ Student Guide
- ↓ Handbook for Students with Disabilities
- ↓ Student Regulations

Consumer Information:
- ↓ Complaint Policy
- ↓ Certification on Orientation to Special Academic Program Requirements
- ↓ Financial Aid Code of Conduct
- ↓ Tuition, Fees and Fees
- ↓ Disclosure of Information - Licenses or Certifications
- ↓ Disclosure of Information - Student Right to Know
- ↓ Textbook List
- ↓ FERPA Notification
- ↓ Institutional Withholding Rates
- ↓ Request for Change of Address

UNIFORM POLICY

Gala Uniform: This uniform is required for all activities outside NUC University, including clinical practice and/or community fairs

- ▪ Women's Uniform: pale green

- Men's Uniform: white pants and pale green shirt
- Badge NUC University: placed on the left arm
- Nursing shoes: white
- Name tag with the following information
  - → Surname, Name SN NUC ADN (Associate Degree) or
  - → Surname, Name SN NUC BSN (Bachelor)

Women's Uniform   Men's Uniform

RULES AND REGULATIONS IN CLASSROOMS
AND CLINICAL EXPERIENCES

Classroom Rules:

These rules apply to all NUC classrooms:

1. Use photo identification of the institution at all times.
2. Class attendance is an indispensable requirement for the achievement of the course objectives.
3. After three (3) absences to the classroom, the student will be referred to the Director of Nursing and Student Affairs.
4. Any student who is absent from class is responsible for the material discussed and homework assigned.
5. Punctuality to class is a must.

6. Once the session has begun, if the student is absent or out of the classroom for a period of ten (10) minutes or more, it is equivalent to an absence.

7. Students children are prohibited in the classroom.

8. Cell phone use in the classroom is prohibited and must be on vibrate mode.

9. Smoking or eating food is prohibited.

10. The use of the Nursing Uniform (blue scrub) is required for Nursing courses.

11. Ear rings outside the earlobe and on males are NOT permitted.

12. Tattoos that are visible must be covered.

13. Artificial and acrylic nails are prohibited.

14. Respect for the rights of other students in the classroom is required.

15. Work and assignments must be handed in according to the dates established by the teacher. Work delivered to third parties, in mailboxes, or left in the Department Offices will NOT be accepted.

16. Quizzes or exams must be taken on the date and time established according to the course assignment. Make-ups are made according to the professor's discretion.

17. Students must demonstrate the highest standards of academic and professional integrity. Acts of intellectual dishonesty are strictly prohibited and will be referred to the Office of Student Affairs.

18. Expressions of affection between partners must be kept at a discreet level.

19. Sexual and gender-based advances are not permitted, regardless of the rank or position of the persons involved.

Skills Laboratory Rules:

The following rules apply to the Nursing Department laboratories. The Nursing laboratory seeks to recreate real health situations where students practice and apply knowledge and skills required for patient care. Therefore comply to the following:

1. Use photo identification of the institution at all times.

2. The student must be in uniform with the NUC scrub or dress uniform.

3. At all times, a professor or laboratory technician must be present in the lab.

4. Remain in the assigned area.

5. Visible tattoos must be covered.

6. Ear rings outside the earlobe and on males are NOT allowed.

7. Use a low tone of voice.

8. Demonstrate respect, fellowship and professionalism.

9. Keep the laboratory door closed during the performance of laboratory skills.

10. **NO** horseplay is allowed.

11. **No** food, chewing gum or smoking in the labs.

12. Listening to music inside the laboratory is NOT allowed.

13. **NO** cell phone use during procedures. Keep them in vibration mode.

14. **NO** children or people outside the nursing program are allowed in the laboratory.

15. **NO** acrylic or artificial nails.

16. For ladies, long hair should be tied back. Hair must have a natural color. No flashy colors, cuts or hairstyles are allowed.

17. In males, hair must be short, face shaved, no flashy colors, cuts or hairstyles are allowed.

18. **NO** hats may be worn.

19. Only the use of a watch with a second hand and a wedding ring is allowed.

20. Wash hands before starting work and as required in the procedure.

21. It is forbidden to sit or lie on the beds or on the laboratory floor.

22. Use the personal protective equipment required for the procedure.

23. Use gloves for handling the anatomical models.

24. Do not take pictures or record videos during the procedures.

25. Avoid damaging the facilities, equipment and materials used.

26. Deposit disposable material in the corresponding locker.

27. Deposit needles and sharp objects in the designated containers.

28. Do not handle electronic equipment or devices during the manipulation of the virtual model.

29. Place the equipment used in its area at the end of the practice.

30. Immediately inform the teacher of any equipment failure.

31. Expressions of affection between partners should be kept at a discreet and moderate level.

32. **NO** sexual or gender innuendo of any kind is permitted, regardless of the hierarchy or position of the persons involved.

33. Without prior authorization from the personnel responsible for the laboratory, **DO NOT** disconnect or move simulators or equipment from one place to another, or out of the laboratory,

34. When leaving the laboratory, take your belongings with you and leave everything tidy.

35. Know the location of the emergency exits and the fire extinguisher.

In the event that any of the above standards are not met, the individual will be referred to the Director of the nursing program for appropriate action.

Clinical Course Rules:

The following rules apply to courses that have clinical practices outside of NUC University

1. Use photo identification of the institution at all times.

2. Attendance to the clinical practice is an indispensable requirement for the achievement of the objectives of the clinical course.

3. Ear rings outside the earlobe and on males are NOT allowed.

4. Visible tattoos must be covered.

5. In ladies, long hair must be tied back. Hair must be of a natural color. No flashy colors, cuts or hairstyles are allowed.

6. In males, hair must be short, face shaved, no flashy colors, cuts or hairstyles are allowed.

7. The student must comply with all requirements established by the cooperating agency by the date established.

8. No student will be allowed to participate in the clinical orientation if he/she has not completed the required documentation or he/she will jeopardize the clinical experience.

9. No student may enter the institution or practice center without the authorization and company of the professor. The student will wait for his/her teacher in a previously identified place, and then go to the assigned area with the faculty.

10. If the student arrives after the established time, the professor will evaluate if the delay is reasonable and will determine whether or not to allow the student to have the clinical experience. If the determination is negative, the student will be considered absent for the day.

11. During the time established for the clinical practice, the student may NOT leave the practice area without previously notifying the professor of the reasons and being authorized to do so. Any student who violates this rule will be immediately referred to the Director of the Nursing Program. Violation of this rule will represent an absence from the clinical practice that day and may result in a failure for the day.

12. No student is authorized to remain in the institution or practice center after the end of the clinical experience schedule.

13. The student shall comply with the Administrative Order #163 of the Department of Health regarding the use of acrylic nails and clothing. Only the use of a watch with second hand and wedding ring is allowed.

14. The student will always maintain patient confidentiality and privacy as required by HIPAA. The student may NOT provide information of any kind, by telephone or in person, about patients and/or employees of the institution.

15. The use of cell phones or personal calls while in the clinical area is not allowed.

16. In accordance with the provisions of Law #40, smoking is not allowed inside the assigned practice areas, nor on the premises of the institution or practice center.

17. The student shall not accept gifts, money or food from patients or their family members.

18. The student shall not establish communication or non-therapeutic relationship with the patient/family. The student will not establish communication or affective relationships with employees or members of the health team of the institution.

19. The student is responsible for exhibiting safe conduct at all times in his/her clinical performance.

20. The professor reserves the right to remove the student from the clinical experience for violation of any of the norms established in the clinical courses, such as violations of the patient's rights and behaviors that threaten safe practice. The student will be interviewed by the professor and immediately referred to the Director of the Nursing Program and referred to the Student Affairs office.

21. The removal of the student from the clinical area for violations to the established norms will represent an absence from that day's practice.

22. Students must demonstrate the highest standards of ethics and professionalism.

23. Displays of affection between partners must be kept at a discreet level.

24. NO sexual or gender innuendo of any kind is permitted, regardless of the hierarchy or position of the persons involved.

25. In case of illness or emergency that the student is unable to attend the clinical experiences, the reasons for the absence must be communicated via email.

26. When a student incurs a second absence (with or without prior notice, justified by illness, work or personal problems, or hospitalization), he/she will be immediately referred to the Director of the Nursing Department and the Office of Orientation and Counseling.

    a. With two (2) absences, 5% will be subtracted from the final course grade, which puts the student at risk of an unsatisfactory grade.

    b. A third absence will represent failure of the clinical course.

Clinical Experiences:

To comply with the terms of the agencies used for clinical experiences, Nursing Department Students will submit the following documents in original form:

1. Infection Control Certificate (OSHA)

    a. Valid for 1 year

2. Certificate issued by agency approved by the Department of Health.

3. Certificate of Confidentiality (HIPAA Act)

    a. Valid for 1 year

4. Aspirable Particulate Matter Certificate (Mask Fitting)

    a. Valid for 1 year

5. American Heart Association Cardiopulmonary Resuscitation (CPR) course.

    a. Renewal every 2 years

6. Certificate awarded by the American Heart Association

7. Conference/Workshop Certificate in Preventive Intervention Techniques for the Management of Aggressive Patients (TIP) or Crisis Intervention (CPI) for the Management of Aggressive Patients (TIP).(Only - NURS 2541P)

    a. Effective 1 year

8. Certificate issued by person certified in intervention techniques .

9. Health Certificate (valid for 1 year).

10. Negative Criminal Record Certificate (valid for 3 months).

11. Certificate of Law 300 - Puerto Rico Police (Sex Offenders) (1 year) for all practices.

12. Birth Certificate (new)

13. Varicella Vaccine (2 doses) - Must be administered according to Department of Health requirements. If the sequence is not met or in case you have had the disease, a "Varicella Zoster" quantitative antibody lab test must be performed.

14. Influenza Vaccine or Letter of Exoneration where the physician indicates that the hospital will not be responsible for any disease acquired in the hospital facilities (valid for 1 year).

15. Hepatitis B Vaccine (3 doses) - 1st initial dose, 2nd dose 30 days after initial dose and 3rd dose 6 months after initial dose. If the sequence has not been complied with or has been administered for more than 10 years, a quantitative Hepatitis B antibody laboratory test should be performed.

16. Covid 19 vaccine (2 doses if Moderna or Pfizer-BioNTech. 1 dose if Johnson & Johnson} the first initial dose and the second dose at 21 or 28 after the first dose

17. Identification Card (NUC)

18. 2 Photos 2 X 2 (recent)

19. Medical Plan (copy)

20. Nose and Throat Culture, according to the request of the hospital institution (NURS 2555P, 2635P)

* Requirements may vary depending on the agency

Equipment and Materials for Clinical Experience:

The following materials are recommended for clinical experiences:

1. Sphygmomanometer

2. Stethoscope

3. Pen light

4. Black or blue ballpoint pen

5. small notebook

6. Analog wrist watch instead of clock with a second hand

Infection Control Policy:

Students should be aware that they are responsible for their personal health and safety. The following procedures are outlined in order to assist students in situations requiring infection control:

1. Universal precautionary standards shall be used at all times. The CDC (Centers for Disease Control and Prevention) defines precautionary standards as follows:

    a. Hand hygiene

    b. Use of personal protective equipment

    c. Safe Injection Practices

    d. Safe handling of potentially contaminated equipment or surfaces in the patient environment.

    e. Respiratory hygiene/cough protocol. (For more information, visit www.cdc.gov)

2. The Institution shall have materials available, such as gloves, masks, gowns, for use during handling of bodily substances.

    a. Gloves, gowns, goggles and mask must be worn when:

        → Contact with bodily substances is anticipated.

        → The possibility of aerolization and splashing of blood and body fluids is anticipated.

        → Airborne transmission of disease is known or suspected.

3. Hands are always washed before and after any contact with the patient or infected material.

4. Contaminated material will be placed in a plastic bag, securely tied and disposed of in the appropriate receptacle.

5. Needles and sharps shall be disposed of in the appropriate receptacle.

6. Equipment should be washed with soap, water and the appropriate disinfectant solution according to the specific procedure for the equipment.

Hazardous Substances and Exposure Control Procedure:

1. Faculty will orient students to hazardous substances used in the laboratory environment.

2. All containers, including small containers, will be clearly identified.

3.   Any student exposed to a needle stick, mucous membrane or other occupational injury resulting in exposure to hazardous body substances will follow the following procedure:

➢ Wash the affected area with soap and water. If it is an eye injury, flush with plenty of water.

    a.   Report it to the instructor/faculty.

    b.   Complete the incident report.

    c.   Maintain patient confidentiality following any event.

Safety of Program Lab Equipment:

The laboratory equipment must be used under supervision or with the approval of a faculty member. This equipment is inspected and calibrated annually. It is also repaired as needed. Operating instructions and calibration reports are available in the Director's or ACCE office.

1. Students should not use the equipment until the technique has been demonstrated and students have clarified their questions.

2. Students and teachers should wear closed-toed, rubber-soled shoes without cleats. Shoes must be completely white. Heels and sandals are not permitted.

3. The student must use the equipment properly and safely. This includes checking cables before using the equipment.

4. If a student notices any type of problem with a piece of equipment, he/she should immediately notify the faculty member and the equipment will be removed from the lab immediately. The faculty member will notify the Program Director or Lab Technician so that any necessary repairs can be made.

5. To protect the privacy of simulated or real patients:

    a. At all times, the student shall use appropriate vocabulary and attitude.

    b. Safe procedures for dressing and undressing patients shall be followed, always taking into consideration the importance of maintaining patient privacy and dignity.

    c. Laboratory doors will remain closed at all times.

>   *d.* All techniques will be practiced as demonstrated in class. If a student has any questions, he/she should not practice any technique until a faculty member has clarified them.

6. No outsiders are allowed inside the laboratory.

7. The student must inform the faculty member, prior to the class/lab, of any current condition or change in health status, which may affect his/her participation in the training courses.

8. Once the session is concluded, students will not be allowed to remain in the laboratory area.

9. Any inappropriate actions, comments or attitudes will be evaluated by the faculty member and reported to the Program Director or Faculty.

10. Avoid meetings in the laboratory area.

11. Any student who does not follow the instructions of the faculty member, endangering the faculty member's license or the prestige of the Institution, will be subject to sanctions.

12. Improper use of the equipment by the student resulting in damage or loss will be the responsibility of the student.

13. Students will not be allowed inside the laboratory without a faculty member.

14. In any incident/accident, the faculty member and students shall follow the Institution's protocol.

Glossary
Conceptuals and Curriculum Definitions

Conceptuals

Nursing Students: A person who is acquiring a higher education in nursing at an associate and bachelor's degree level.

Holism: A way of being in which the integrated whole has a reality independent of and greater than the sum of its parts.

Professionalism: The experience of being part of a profession - in this case the nursing. The nursing profession has a unique body and expansion of knowledge, is responsible for service to society, and is governed by the code of ethics which is incorporated in its "practice".

Health – Wellness: Defined by the individual according to their perception of a positive and unified feeling of body-mind and spirit.

Health Promotion: Behavior motivated by the desire to increase wellbeing and upgrade human health potential. The individual must assume responsibility for their own lifestyle.

Prevention: It has the purpose of preventing the emergence of health risks for the individual, family, and community.

Stress: Any pressure (biological, psychological, social, environmental, etc.) exerted upon an individual that creates negative responses.

Patient: Person that receives treatment or services.

Family: Any person related biologically or socially, perceived by another as a member of their group or "family."

Community: Anywhere people are: individually or in groups.

Nurse: One who provides care or service to another. May be either non-professional as in a nurse assistant or practical nurse or professional as in a registered nurse. Education determines the type of nurse.

Nursing Process: Cyclical and systematic process comprised of five steps (assessment, nursing diagnosis, planning, implementation, and evaluation) in order to provide individualized care.

Critical Thinking: A search for meaning that uses a variety of strategies in a disciplined, deliberate thought process.

Communication: The process of transmitting (verbal, non-verbal, written, electronic or telepathic) thoughts, feelings, facts and other information.

Diversity in Human Relations: The individual differences of people that result from ethnic, racial, cultural, biological and gender variables.

Legal/Ethical: Distinguishing right from wrong as defined in practice acts and standards of care

Teaching and Learning process: Active process of sharing information between faculty and students. The role of the faculty are facilitator, learner, guide, coach and mentor acting in parthenship with students. This process can also occur in other environments like between nurse and patient.

Lifespan: Encompassing any developmental stage between conception, life and death.

Technical Skills: The practice of psychomotor skill sets from a theoretical understanding.