

VALLEY COLLEGE
Student Catalog Addendum
Addendum Date: November 17, 2021
Expected Effective Date: November 29, 2021
Effective Date of Catalog: September 15, 2021

The following change has been made to the Practical Nursing program.

Page 128 – Text in Red has been revised. The minimum test score is now 900 (and not 850).

Course Description:

NUR140 – Transition to Practical Nursing

3.0 Semester Credits

Pre-requisite: Must have successfully completed all other Practical Nursing courses with a minimum 78% grade (2.0) GPA, in each and, together with any approved credit transfers and grades on non-nursing courses achieve a minimum cumulative grade point average of a 2.0 or higher in the program. The student must meet the current attendance requirement.

Transition to Practical Nursing is a clinical based course that builds-on the full scope of the PN program and provides the students with an opportunity to culminate their program in a variety of clinical settings. At the clinical site, and under the supervision of an instructor, students will hone their skills and nursing techniques by performing all of the requirements under the Practical Nurse Scope of Practice.

The focus on nursing skills will be complimented with a deeper focus on how critical thinking skills, health promotion, reducing the risk for illness, working with a wide range of patients with different needs, and accounting for different forms of mental illnesses. Students will focus on skills that include nursing care of the adult and geriatric patient with emphasis on problems associated with Cardiovascular, Respiratory, Neurological, Special Senses, and the Integumentary systems. Students will also apply the principles of IV therapy in the clinical site.

Finally, students will be required to take and pass the NCLEX Practical Nursing Exit Exam with a minimum score of 900¹ in order to receive a passing grade in the course. Students will be provided with opportunities to re-take the exam until reaching a minimum 900 score within the program completion guidelines of the Practical Nursing program.

2) Page 52 – 55 – The reference to the Practical Nursing attendance policy on page 52 has been moved to page 53 and has been revised as follows. (Please read the entire section as all changes are not noted in red font.)

Attendance Policies

Students, in programs other than the Practical Nursing programs who are absent or tardy for any reason are expected to make up the class time and academic work. Attendance is tracked and rounded to the nearest fifteen (15) minutes, for all programs except the Practical Nursing program. Instructors take class attendance daily and record the attendance electronically in the student management system. The students' attendance percentages are tracked by Valley College staff.

Students are requested to notify the College if they are to be absent and why and may be asked for documentation concerning the absence. Students absent for approximately two (2) consecutive class days without notification to the College will be contacted by the College to ascertain the reason for the absence. If the student does not return to school, the College will continue to attempt to contact the student via various means of communication which may include, but are not limited to, text messaging,

¹ The passing score of 900 is effective as of 11-29-2021.

email, phone, written letter or social media. Additionally, Valley College may contact the references (contact people) that the student provided the College. If the College is unable to reach the student, or the student does not return to class, the student is subject to termination from his/her program. New students who do not attend class regularly during the Start Period (the first twelve calendar days from the class start date) may be reclassified as a No-Start status and withdrawn from the program at any point during the Start Period.

Attendance Policy for Practical Nursing and Makeup Policy

How Missed Class Time or Late Submission of Assign Work Affects Grades for the Practical Nursing diploma program. In addition to the general attendance policy, the Practical Nursing student must adhere to the following policy.

In addition to the general attendance policy, the Practical Nursing student must adhere to the additional rules/requirements that is described in the Valley College Practical Nursing Handbook. Students are provided with a link to this handbook prior to Orientation. A paper copy of the handbook is available upon request. (Go to the <http://valley.edu/catalog> web page and click on Practical Nursing Student Handbook)

General information on Absence, Supporting Documentation and Unexcused Absences

Practical Nursing program attendance requirements are aligned with internal standards and Ohio Board of Nursing rules/standards. Students in this program are required to make up all missed class time. The Practical Nursing program student is considered tardy (late/absent) after seven (7) minutes. Class instructors take class attendance daily and record the attendance electronically in the student management system. Based on supporting documentation, the instructor will determine if an absence is coded as excused or unexcused. Even though an unexcused absence must be made up, the hours that are made up do not cancel the unexcused absences.

The student must complete 924 hours of training. Students are strongly discouraged from missing class time. The students should inform their instructor (or her designee) if the student will miss class due for any reasons. Even though this communication may initially be verbal or electronic (email/text), the student is required to provide supporting documentation in paper format within a designated period, usually the next school day. The student is responsible for arranging a meeting with their instructor to discuss make up class time and missed assignments, tests and/or quizzes. **Failure to provide the supporting documentation will result in the absence being classified as an unexcused absence. (See Practical Nursing Student Handbook for examples of supporting documentation.)**

The instructor will consider if the student has an excused or unexcused absence when making the decision to accept missed class work, quizzes, tests, or skill competencies that were assigned/due on the dates the student was absent for class. The instructor has the right to impose point deductions for any work submitted after the original submission date regardless of an excused or unexcused absence classification. If the student is provided with a new submission date and fails to turn the work in by that date, the instructor may award a zero for the work.

The Practical Nursing program is a blended program. Some of the courses are designed to be delivered online. Others may have an online component and require students to take their labs/clinical on campus. Online classes (or segments of classes that) are taught via Moodle which allows attendance to be tracked via the submission of assignments, discussion questions, participating in live lectures or pre-record lectures, and student/instructor in-platform messaging.

Core Nursing Classes with the NUR prefix and have Clinical hours have strict attendance policies and make-up time may be restricted or not available. A student must contact their instructor and if directed by the instructor, their clinical site, prior to their expected absence including if they will be late arriving to work. A written excuse is generally required. The Clinical sites dictate when (if any) clinical hours can be made up at their sites. **Even though make-up hours may be made up at the campus by using simulations, the student loses the value of working in the clinical setting. Points may be deducted from the student final course grade for missed time at the Clinical site.**

Attendance Check Points 95% Attendance Policy goes in effect for students starting in the program on November 8, 2021. Student who were enrolled in the program prior to this date will still adhere to the attendance policy that was in effect when they enrolled in the program.

The Practical Nursing students' attendance is closely monitored by the PN staff. Check points have been established to review each student's attendance percentage throughout their program. If a student's attendance drops below a 95% cumulative rate, the instructor or designated staff member will meet with the student to determine an attendance make-up plan. If a student is chronically absent from classes or does not adhere to the agreed upon attendance plan, the student is subject to be withdrawn from the Practical Nursing program.

Students are required to have 840 total hours of attended hours, equally distributed to represent 100% attendance based on scheduled hours in all previous coursework to enter NUR140. If students do not meet these hour requirements, they will be placed on Retake status until hour requirements are met. The students will be provided with more information regarding the requirements on making up hours during a student academic coaching session prior to when they are placed in the Retake status. If the student does not make up the missing hours within the designated make-up time, the student may be withdrawn from the Practical Nursing program. **Failing to start the NUR140 class as scheduled will result in the student not completing their program by their contracted date.**