

Eastern Wyoming College Nursing Program



Nursing Student Handbook 2024-2025

EWC's Nursing Program is approved by:
Wyoming State Board of Nursing
130 Hobbs Avenue, Suite B Cheyenne, WY 82002
(307) 777-7601
<https://nursing-online.state.wy.us>

EWC's Nursing Program is nationally accredited by:
Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
Phone: (404) 975-5000
Fax: (404) 975-5020
Email: info@acenursing.org Web: www.acenursing.org

Effective 2023-2031:



The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree Nursing Program is Initial Accreditation.

Eastern Wyoming College is accredited by the Higher Learning Commission
230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1411
Phone: 800.621.7440 / 312.263.0456 | Fax: 312.263.7462 | info@hlcommission.org

NONDISCRIMINATION STATEMENT

Eastern Wyoming College (EWC) does not discriminate on the basis of race, color, national origin, marital status, sexual orientation, sex, religion, political belief, veteran status, age, or disability in admission or access to, or treatment, or participation in or employment of its educational programs or activities. Inquiries concerning Title II, Title VI, Title VII, and Section 504, may be directed to the Director of Human Resources, 307-532-8330. Inquiries concerning Title IX may be directed to the Vice President for Student Services, 307-532-8257. Both may be reached at Eastern Wyoming College, 3200 West C Street, Torrington, WY 92440. Alternatively, you may contact the Wyoming Department of Education, Office for Civil Rights Coordinator, 23000 Capitol Avenue 2nd Floor, Cheyenne, WY 82002-0050, or 307-777-7675.

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DISCLAIMER: The purpose of the EWC Nursing Student Handbook is to provide students, faculty, and applicants to the program with consistent, current information about the program. While every effort has been made to ensure the accuracy of information presented, EWC reserves the right to make changes as circumstances arise. Students enrolled in the nursing program may refer to the EWC website (ewc.wy.edu) for the updated nursing student handbook version. The contents of the handbook do not, in whole or in part, constitute a contractual obligation on the part of EWC, its employees or agents. The information provided herein is solely for the convenience of the reader and EWC expressly disclaims any liability which may be otherwise incurred.

Students should be advised that all Federal and Wyoming State regulations and laws shall be adhered to. The Wyoming State Board of Nursing's Rules and Regulations, found at: <https://wsbn.wyo.gov/> and the Eastern Wyoming College Board of Trustees' Policies and the College's Administrative Regulations, found at: <https://ewc.wy.edu/about-eastern-wyoming-college/presidentscabinet/board-of-trustees/board-policies/0/> are referenced in this handbook.

The Nursing Department may require more stringent consequences than EWC Board Policies and EWC Administrative Regulations in order to remain in compliance with the Wyoming State Board of Nursing's Rules and Regulations.

Welcome to Eastern Wyoming College Associate Degree Nursing (ADN) Program

The Eastern Wyoming College Nursing Program faculty and staff welcomes you to a rewarding future. We are so glad you made this great decision to join the ranks of the most trusted profession in the world. We will strive to provide you with the best possible professional education. Our faculty strives to provide evidence-based teaching and continued exposure to current nursing issues in both lecture and clinical experiences. We take our responsibility seriously in preparing knowledgeable, caring, and clinically proficient registered nurses. Each person on the EWC Nursing Program team is committed to assisting you in achieving success in school and in your nursing career.

The entire program has an “open door policy” so never hesitate to reach out to any faculty or the director with any concerns or needs that you may experience. We are here for you to succeed in the world of nursing.

Within the pages of this EWC Nursing Student Handbook is information, policies, and processes that will guide you along your journey. The Nursing Student Handbook is a companion to the current EWC College Catalog and EWC Student Handbook. This handbook is publicly accessible at the EWC website: <https://ewc.wy.edu/academic-services/majors/nursing/>. It is non-discriminatory and consistently applied.

Whether a current or prospective student, take time to familiarize yourself with the EWC Nursing Student Handbook, as it provides an extremely useful and continuing orientation to the program. Students entering or reentering the Nursing Program at any level will fall under the academic regulations and policies of the current year handbook.

We are honored to have your interest in our program. If you are a student in our program, we want to congratulate you for being selected to be a part of our EWC Nursing Program. We are your partner in your educational process and welcome you aboard this wonderful experience to change the world as a Registered Nurse.

EWC Nursing Department

EWC Program Purpose and Philosophy

The purpose of the Nursing Program is to educate nursing students to provide appropriate, safe, and competent nursing care to diverse populations in a variety of health care delivery settings. Upon successful completion of this program, students will be successful in meeting all End of Program Outcomes and are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Nursing Mission Statement:

The EWC Nursing Program is committed to enhancing the quality of nursing and health care in Wyoming by:

- Providing a revolutionizing nursing education (ReNEW).
- Holding the belief in the intrinsic value and worth of every person.

Nursing Philosophy Statement:

Health is a state of homeostasis influenced by forces impacting on the person. Nursing is a practice-oriented discipline that uses evidenced-based knowledge derived from the biological, physical, and behavioral sciences to provide safe and humanistic care to persons, families, groups, and communities. The art and the science of nursing is the nucleus of the interdisciplinary health care system.

Learning is a dynamic lifelong process, occurring in the cognitive, psychomotor, and affective domains. Learning is the joint responsibility of the educator and the learner with each assuming the responsibility for learning and continued self-development. The role of the educator is to facilitate learning and leadership by providing an environment wherein students have the opportunity to establish goals, examine various means of attaining them, and evaluate the course of actions selected. Practitioners of nursing have a responsibility for professionalism and the mentoring of others. The nurse is a role model for clients, families, and communities in terms of practicing appropriate health behaviors". Nursing is also an art; an art of caring, compassion, and concern for complete strangers and all people we encounter.

Nursing Vision and Value:

The vision of the EWC Nursing Program is consistent with its purpose and is to educate nursing students to provide appropriate, safe, and competent nursing care to diverse populations in a variety of health care delivery settings. EWC's Nursing Program values include the belief that the goal of nursing is to use the nursing process and clinical judgment to promote and maintain health, prevent disease and disability, care for and rehabilitate the sick, and support the dying.

Curriculum Framework

There are 6 core curricular concepts from the Revolutionizing Nursing Education (ReNEW) statewide curriculum that form the organizing framework of the EWC Nursing Program. More information on the ReNEW curriculum can be found at: <https://wynursing.org/renew/>

These 6 concepts are threaded through each course and include:

- Safety
- Clinical Judgment
- Leadership
- Patient Centeredness
- Professionalism
- Health Promotion.

For EWC nursing students, these 6 concepts provide the necessary framework to successfully become a Registered Nurse.

Upon completion of this program the graduate will be expected to meet the End of Program Student Learning Outcomes (EPSLO):

Safety: Provide safe nursing care within the healthcare system.

Clinical Judgment: Incorporate prior knowledge, current research, and clinical experience in decision-making.

Leadership: Demonstrate leadership skills as part of an interprofessional team to promote desired outcomes.

Patient Centeredness: Use effective communication and advocacy to provide individualized care.

Professionalism: Practice within the core values, principles, and standards of the nursing profession.

Health Promotion: Utilize the nursing process and a broad knowledge base to maximize health.

Each nursing course is guided by semester student learning outcomes, which are published in each course syllabus. The EPSLOs are reached through successful achievement of course student learning outcomes, which increase in complexity as the student progresses from 1 semester to the next. The student utilizes the nursing process when building on knowledge gained from general education and support courses as nursing concepts are mastered.

ReNEW Curriculum

Revolutionizing Nursing Education in Wyoming (ReNEW) Curriculum is the result of a group of dedicated Wyoming nurse educators who decided to develop a “shared” curriculum with Wyoming Community Colleges and the University of Wyoming in 2013. The intent is to have students be able to make a “seamless” progression from the Associate Degree in Nursing (ADN) to the Bachelor’s degree in Nursing (BSN) and fulfill the Institute of Medicine report to increase the number of BSN prepared nurses. With this common philosophy, the curriculum will be taught at Community Colleges including EWC and the University of Wyoming undergraduate program.

Please note that the EWC Nursing Program’s curriculum does not meet the standards for a Licensed Practical Nurse (LPN) certificate. **Students cannot test to become an LPN in this program. EWC Nursing is educating students to be registered nurses (RN).** Students completing the Associate Degree of Nursing (ADN) shall be eligible to sit for the RN license in the state of Wyoming.

The ReNEW Curriculum consists of these Core Courses:

Professional Nursing Care in Health Promotion: (9 credits of didactic and clinical) This course introduces the learner to the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. Health promotion includes learning about self-health and health in children, adults, older adults, and the family experiencing a normal pregnancy. Learners will value evidence about healthy lifestyle patterns and risk factors. Nursing Labs for disease and illness apply growth and development theory, develop therapeutic relationships, conduct age appropriate and culturally sensitive health assessment, and promote health using the nursing process and standards of professional nursing.

Professional Nursing Care of the Patient with Chronic Illness: (9 credits of didactic and clinical) This course introduces the learner to the patient and family with chronic illness building on the concepts of health promotion, safety clinical judgment, leadership, patient centeredness, and professionalism. Learners will use caring behaviors, therapeutic communication and advocacy when providing care to patients with chronic illness across the lifespan. The learner will identify the roles and values of the members of the interprofessional healthcare team. The patient and family lived experience is emphasized.

Professional Nursing Care of the Patient with Acute Illness: (9 credits of didactic and clinical) This course introduces the learner to the patient and family with acute illnesses building on the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, caring behaviors, therapeutic communication and advocacy when providing care to patients with chronic illness across the lifespan and utilizing professionalism. The learner will facilitate the effectiveness of the interprofessional healthcare team. The patient and family lived experience is emphasized.

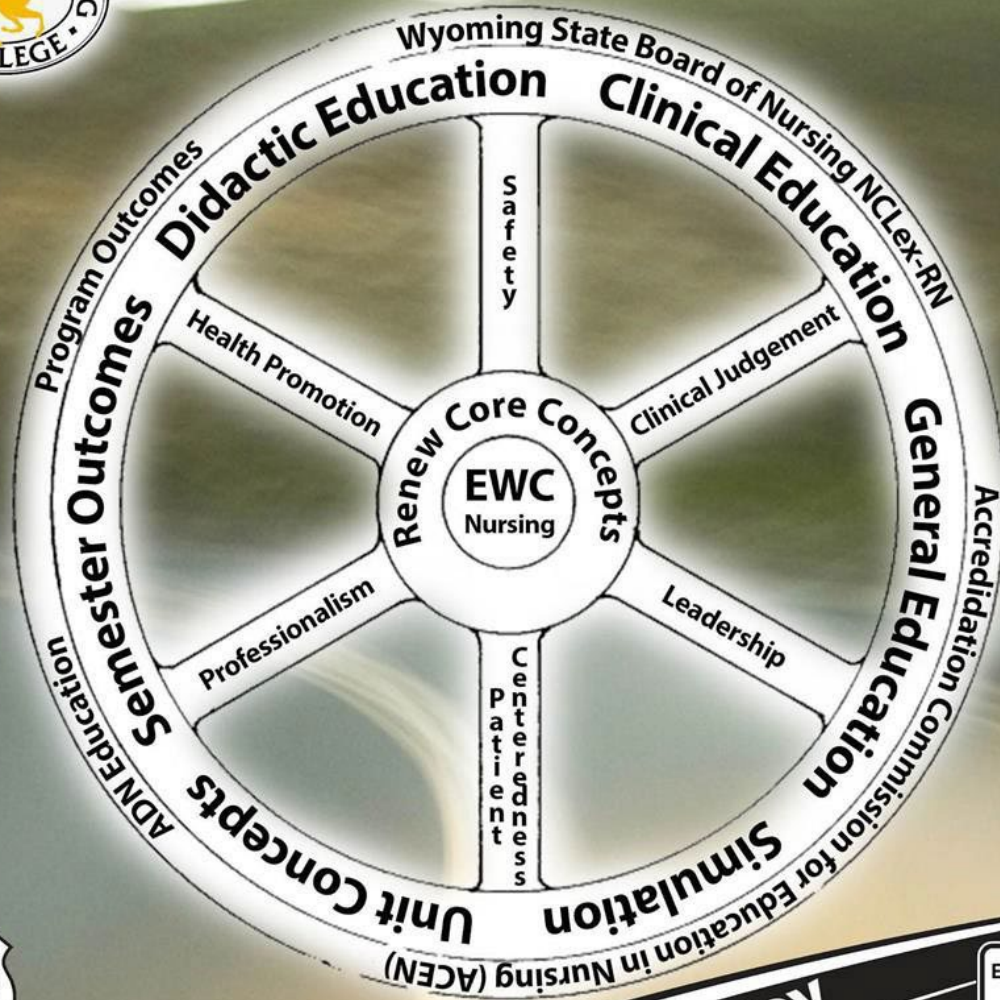
Professional Nursing Care of the Patient with Complex Illness: (9 credits of didactic and clinical) This course introduces the learner to the patient and family with complex illness using the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. This semester is focused on the vulnerable patient which could include multisystem acute and chronic

diseases, process and physiological, mental and socioeconomic factors that put the patient at risk. The patient and family lived experience is emphasized. This semester has the “capstone” experience with one-to-one assignment with a preceptor in a clinical facility.



Eastern Wyoming College

Nursing Program



Classroom and Clinical Expectations

The Nursing Faculty will provide every student with a syllabus for each course. It is the student's responsibility to closely follow the syllabus. The nursing classes are very demanding, and students should devote up to 30-40 hours of studying per week to accomplish the goal of graduating. Due to the nature of nursing classes, children will not be allowed in the Nursing Lab or classrooms. Because this is a learning environment, please make necessary arrangements for childcare prior to coming to campus.

Critical information will be taught and reinforced with at-home assignments, therefore, all assignments listed in the syllabus are mandatory. Failure to submit an assignment is considered non-completion of the course and can result in failure to progress in the program.

Students in observation only clinicals: During observational clinical assignments, students are **not** to perform hands-on nursing care nor is there an EWC clinical instructor present. Should the student be found to be performing any hands-on nursing care, they will immediately be dismissed from the nursing program without the option for readmission. (Note: Students may decide to pursue due process, as explained on page 26.)

Post-Clinical Conferences: Students are expected to participate in post clinical conferences and self-reflection activities. These activities are a means of assisting students in evaluating their effectiveness in the clinical area, and help faculty determine the level of understanding and response to clinical events to provide appropriate, individualized learning experiences and feedback.

Preceptorship: During the final semester of the program students will be paired with a preceptor. Efforts will be made to accommodate the student's request for facility, unit, and shift times. However, these requests are not guaranteed. During this semester, the student will be required to match the schedule of their assigned preceptor; however, EWC nursing students are prohibited from working more than 4 consecutive shifts without permission from their instructor. Working more than 4 consecutive days prevents maximum learning opportunities.

Requirements of classroom behavior will be published in the course syllabus. Please note that the use of cell phones in the classroom or clinical settings will be used only when directed by the instructor. Students may be asked to leave the classroom according to EWC Board Policy 5.13 and accompanying regulations. Your behavior matters, you are all role models and EWC Nursing Faculty hope that you will learn and practice professionalism on day 1 in the classroom.

Chain of command is critically important in the field of nursing. Students that have a concern about a class must start by addressing the issue with the instructor. The instructor or student may request a meeting with the Nursing Director, at which time a plan will be completed to address the concern. Further steps can be found in the EWC Student Handbook and board policy 5.14 for filing a grievance and the chain of command.

Other Guidelines

Strict guidelines in the clinical setting are also discussed under the heading of clinicals. Absolutely no cell phone use will be allowed in any clinical setting unless directed by a faculty member or nurse. There will be no tolerance for utilizing Facebook, or any other social media in the clinical setting, including "selfies" or any picture taking. Should you be found to be taking pictures in a clinical setting, without explicit permission from faculty or the clinical site, you will be asked to leave the facility. Removal from the clinical setting can result in dismissal from the program. Violations of HIPAA are grounds for removal from the program.

Turnitin is a cloud-based text review service utilized by EWC for originality checking, including proper citations or potential plagiarism. Student work in any of the courses will be submitted to and retained by this service, though the student retains copyright of their written work. Students can view information regarding Turnitin's privacy and copyright policy. All APA papers submitted via Turnitin must be less than 25% similarity. If the paper has over 25% similarity, it will be subject to review to determine appropriate action.

Exposure to Blood and Body Fluids:

- Students in the clinical area face a risk of exposure to bloodborne pathogens. Bloodborne pathogens are infectious microorganisms in human blood that can cause disease in humans.
- In the event of exposure, the student is advised to take the precautions listed below. Students are responsible for costs that may be incurred related to exposure.
- Follow facility policy for blood and body fluid exposure, which may include a facility incident report, an examination from a qualified healthcare provider in the emergency department or urgent care center, and blood work.
- Notify the clinical instructor immediately; however, do not delay evaluation and treatment.
- The nursing instructor will then notify the director of nursing and the Human Resources Department and file a detailed incident report with EWC.
-

Currently, nursing students are not provided personal health insurance coverage by the college or clinical agency. (Students are encouraged to obtain their own health care coverage.) In the event of an illness or injury to the student while in the educational environment, the student is responsible for charges.

Academic Dishonesty

EWC regards all forms of academic dishonesty as serious offenses that cannot be condoned. These forms include inappropriate dependence upon the aid of other persons in carrying out class or laboratory assignments, plagiarism and cheating on quizzes, tests or exams. For a first offense, a student will be subject to the instructor's disciplinary action, which may include a grade of zero on the affected coursework, thus lowering of the final grade in the course, receiving a grade of "F" in the course, or dismissal from college. The student who commits such an offense at a subsequent time will be assigned the grade of "F" and may be subject to dismissal from EWC with the reason for dismissal specifically stated and retained in college records. A student who has been the subject of disciplinary action for academic dishonesty may follow the EWC Grievance Policy included in the Student Code of Conduct, Section 5.13 of the EWC Policies and Procedures Manual. See individual syllabi for further instructions.

Please note that finding “answer keys” for assignments or tests online is considered cheating. Please alert your instructors immediately if you have found an answer key online.

Participating in Nursing Faculty Meetings and EWC Nursing Advisory Committee Meetings

Students are encouraged to attend any of the open Nursing Faculty meetings which are set each semester at a convenient time. Students must participate fully in all course/clinical evaluations. Students are also invited to attend all EWC Nursing Advisory Committee meetings and will be invited to attend in person if possible or by Google Meet/ZOOM.

Students will be told of all policy changes in a variety of ways including but not limited to: in class announcements, email, GroupMe, and text.

EWC Nursing Admission Requirements

- Prospective students must submit an Application for Admission to EWC online and ask that official transcripts be sent electronically to: Eastern Wyoming College Attn: Admissions Office 3200 West “C” Street Torrington, WY 82240
- Prospective students must also submit a separate application to the EWC Nursing Program by the published deadline online at www.ewc.wy.edu/nursing (January 1 through March 1).
- Human Anatomy and Human Physiology must have been taken within 5 years of when the student submits for admission into the EWC Nursing Program. The EWC Nursing Director has the discretion to waive this rule.
- Should the EWC Nursing Director waive a Human Anatomy older than 5 years, this decision is objectively based on whether the student tests proficient on the TEAS test in this area. Human Physiology will not be waived if older than 5 years from admission application submission date. These courses must then be retaken during the students ADN plan of study.
- Prospective nursing students applying for admission must complete or be in the process of completing the prerequisites prior to full admission with a grade of “C” or better and have a **prerequisite GPA of at least 2.5**. Midterm grades will be accessed and used for GPA for those completing the prerequisites and must be completed by the end of May prior to fall admission. Successful completion of the prerequisites will be required by the end of the semester for provisional admission.
- Prospective students applying for admission to the Fall cohort in 2024 must hold an active Wyoming certified nursing assistant (CNA) certificate by the start of the Fall 2024 semester. This requirement will be waived for active licensed practical nurses (LPN). The CNA requirement will not be waived for certified medical assistants (CMA). The EWC nursing director has the discretion to determine any exceptions to these rules.
- Prospective students must have, at minimum, a proficient score on TEAS Test of 58.7%.

Admission to the EWC Nursing Program is based on combining a student's nursing prerequisite GPA, bonus points, and TEAS score (see Criteria for Admission). The highest scoring students will be admitted until slots are filled. In case of a tie, a random drawing will determine the selected student. Additional students will be chosen as alternates in the event 1 of the original selected students drop out prior to courses beginning.

Admission will be announced by phone, email, and/or in a letter mailed to the student’s preferred mailing address.

Prior to Full Admission, Students Must:

- Agree to and pass a background check and drug screening. These need to be completed by July 30th prior to beginning the EWC Nursing Program through EWC’s approved vendor. Instructions will be provided to the student. Background checks and drug screens are a cost incurred by the student and paid directly to the vendor.
- The prospective students that do not complete the drug and background checks by the above deadline will be removed from the program and an alternate will be put into their place. Alternate students will have 2 weeks to complete all documentation, or they will be dismissed from the program.

- All students conducting clinicals in Nebraska will be required to complete an additional background check through Nebraska Child/Adult Abuse and Neglect Central Registry and will be paid for by the student. <https://ecmp.nebraska.gov/DHHS-CR/>
- All students are required to provide proof of Basic Life Support (BLS) training through American Heart Association (AHA) by the start of the Fall semester. It is the responsibility of the student to ensure that the BLS card is active through the clinical time. BLS proof must be submitted to the nursing office. No student will be allowed into a clinical setting without proof of valid BLS certification. This will constitute a failure of clinical and failure of all nursing classes in the semester.
- Provide proof of active CNA certificate or LPN license by the 1st day of the start of the nursing program.
- Provide proof of required immunizations via titers and/or record of immunization. All immunizations, titers, or proof of initiation of a vaccination series must be turned into the nursing office by **July 30th** prior to beginning the nursing program. Prospective students that do not complete the immunization requirement by the above deadline will be removed from the program and an alternate will be put into their place. Alternates will have 2 weeks to supply all records. All vaccination records will be reviewed for accuracy by the instructor. Failure to complete this will constitute a failure of clinical and failure of all nursing classes in the semester. **Clinical requirements are subject to change per the clinical site requirements and students will be expected to meet any changes or additions to the below requirements.** Should a titer result not indicate immunity, the student will be required to abide by the clinical site recommendations.

Douglas Campus Nursing Students:

- Proof of immunity or immunization to varicella
- Proof of immunity or immunization to measles, mumps, and rubella
- Hepatitis B vaccination series, or signature by individual on a waiver declining the series
- Proof of recent negative result from an IGRA test (QuantiFERON, T-Spot)
- Annual Flu vaccination on or before December 1st of each calendar year
- TDAP within the past 10 years

Torrington Campus Nursing Students:

- Proof of Varicella IgG positive titer; if negative, record of 2 doses then re-titer
- Proof of Hepatitis B antibody; if negative, record of 3 doses of vaccine, then re- titer, if still negative, record of booster #4, then re-titer, if still negative, record of 2 more booster doses, then re-titer. If still negative, then non-converter.
- Record of Measles IgG Positive. If negative, record of 2 doses of vaccine. Then re-titer. If still negative, record of booster #3. Then re-titer. If still negative, non- converter
- Record of Mumps IgG Positive. If negative, record of 2 doses of vaccine. Then re-titer. If still negative, record of booster #3. Then re-titer. If still negative, non- converter
- Record of Rubella IgG Positive. If negative, record of 1 dose of vaccine #1. Then re-titer. If still negative, record of booster #2. Then re-titer. If still negative, non-converter.
- Proof of recent negative result from an IGRA test (QuantiFERON, T-Spot)
- Annual Flu vaccination on or before December 1st of each calendar year
- TDAP within the past 10 years

- Primary series of the COVID vaccination OR the most recent bivalent booster OR a declination form submitted to RWMC. The COVID vaccination is not currently required by the clinical sites. COVID vaccination requirements are subject to change per clinical site requirements.
- Respirator Fit Test (Can be completed in the 1st semester)
- - Attend EWC's student nursing orientation that will be announced in advance (over the summer). It is the responsibility of the prospective student to supply accurate contact information.
 - Students are advised that the inability to gain clinical education can and will result in the inability to meet end of program objectives. These circumstances may prevent acceptance into the program and/or continuance in the program. This may include but not limited to: inability to be rehired as an employee or public discourse of a facility in any form including social media. Certain background check findings may also be grounds for dismissal if the clinical agency will not allow a student to attend as a student nurse.
 - Agree to simulation activities, travel, participation in lab scenarios, and consent to video recording to optimize instruction and learning.
 - Meet the minimum General Nursing Core Performance Standards.

Returning Students

Returning EWC nursing students (second year or repeat) are required to submit all updated immunizations, drug screening, and background information by the first day of class. No student will be allowed into class or clinical without complete and up to date records. Background and drug screening tests are only valid for 1 year therefore all second-year students are required to complete another background and drug screen.

General Nursing Core Performance Standards

Admission to and progression in the program is not based upon these standards, rather they will be used to determine whether accommodations or modifications are necessary. Enrolled students to EWC are responsible for providing medical and other documentation related to any disability and the appropriate accommodations needed to meet the Essential Performance Standards set forth by the American Nurses Association, Performance Standards. Reasonable accommodations will be considered on an individual basis.

Critical Thinking: Critical thinking ability to exercise non-clinical & clinical judgment in a timely manner.

Interpersonal: Interpersonal abilities sufficient to interact professionally and therapeutically with peers, faculty, staff, administrators, patients/clients, families and groups from a variety of social, emotional, cultural, ethnic, and intellectual backgrounds.

Communication: Communication skills sufficient for interaction with peers, faculty, staff,

administrators, patients/clients, families and groups in verbal, nonverbal, and written form.

Mobility: Physical abilities sufficient to move from room to room, safely perform treatments/procedures and assist patients/clients; lift and transfer patients/clients; manipulate equipment; walk and/or stand for extended periods of time.

Motor Skills: Gross and fine motor skills sufficient to provide safe and effective patient/client care.

Hearing: Auditory ability sufficient to monitor and safely assess health needs.

Visual: Visual ability with or without corrective lenses sufficient for observation and assessment necessary in safe patient/client care.

Tactile: Tactile ability sufficient for physical assessment of patient/client.

Professionalism: The ability to understand and demonstrate sufficient respect for others in non-verbal, verbal, and written communication in the classroom, laboratory, clinical settings in the community, and related public settings. The ability to demonstrate sufficient understanding of the cumulative effect that behavior, appearance, and communication has on the nursing professional image.

Test of Essential Academic Skills (TEAS)

The TEAS test is a product of Assessment Technologies Institute (ATI) and is a computerized multiple-choice standardized assessment of basic academic knowledge in reading, mathematics, science, and English and language usage. The outcomes assessed on the exam are those which nurse educators deem most appropriate and relevant to measure entry level skills and abilities of nursing program applicants. The goal is to predict those candidates with the highest likelihood of academic success.

Applicants must take the TEAS as part of the EWC Nursing Program's application process. The total score of 58.7% or higher must be achieved. Arrangements can be made to take the test at the Douglas or Torrington campus as well as other Wyoming Community Colleges. Dates will be announced on the EWC website. Scores are valid for only 1 calendar year per EWC policy.

ATI's best practice to follow for administering TEAS retakes, to help ensure students' best results, is to limit the number of retakes per year with remediation periods between retakes.

Students retaking the TEAS should be administered a different form from their previous TEAS attempts. Each student shall be limited to 3 retakes in 1 calendar year. The highest score will be used for admission into the EWC nursing program. The suggested remediation period is 2 weeks to 30 days, which is an appropriate time length and follows the majority of institutions' remediation period. Eastern Wyoming College does not provide any remediation services for the TEAS test.

All students will be given instructions at the time of the scheduled testing time. Scores are automatically sent to the location where the student tested. Students who want their test scores sent to other nursing programs must select those schools on the drop-down menu and there will be an

additional cost. Test results are posted within 48 hours and all scores must be sent electronically to EWC prior to the deadline of application to EWC Nursing. EWC will not and cannot accept results directly from students.

A TEAS study manual and online practice assessments are available for purchase at www.atitesting.com. There is also a free site for the TEAS test that students have found useful. Go to http://www.testprepreview.com/teas_practice.htm

Student Support Services

Please refer to the EWC Student Handbook, the current EWC Catalog, and the EWC webpage for a review of all Student Services available to EWC students. (Support services may be found at: <https://ewc.wy.edu/academic-services/>)

Inclement Weather

Students may be excused from classes or clinical when the weather bureau has issued weather advisories for hazardous conditions. In that event, it is the clinical instructor's responsibility to contact students with relevant information. Classes and clinicals may be canceled only by the instructor or by the EWC President's Office. Students should check EWC email/Code Red notifications for information concerning college cancellation. Virtual clinicals may be substituted for clinical or class time at the instructor's discretion only and are mandatory that they be completed within 24 hours. Virtual clinicals are utilized for missed clinical days.

All students must travel in the EWC Nursing Program. It is expected you will be in class or in clinical even in inclement weather unless the instructor cancels class. Clinical makeup will be at the instructor's discretion and can include makeup on site when the instructor is available, simulation, or virtual clinicals. Clinical experience is very important in a nurse's education and must take top priority.

Academic Progression Guidelines

To progress in the nursing program, the student must:

- Take all nursing courses in sequence as listed in the ADN Plan of Study.
- **The student must maintain an EWC Cumulative GPA of 2.5 and grades of "C" or higher in each nursing and corequisite course in order to progress to the next semester.** Instructors have the discretion to require a minimum testing average in order to pass a nursing course.
- The student must demonstrate competency in dosage calculations at the designated levels in order to progress in the next semester nursing courses (See Drug Dosage Examination section of this handbook).
- The student must have a "C" or higher in the required general education and support courses in order to progress to the next semester nursing courses:
 - ZOO 2025-Human Physiology (Pre-Requisite for NURS 1200)
 - PSYC 1000-General Psychology
 - MOLB 2240-Medical Microbiology
 - COMM 2010-Public Speaking

- POLS 1000 American and Wyoming Government
- The student cannot continue in the EWC Nursing Program if a “D” or “F” is received in any of the nursing courses or corequisite courses. Students must also achieve satisfactory clinical/skills/simulation lab rating in all nursing courses. Failure of any clinical portion of the course, including lab/simulation time, will result in dismissal from the nursing program and students will be issued an “F” for the entire nursing course.
- Maintain the College’s and EWC Nursing Program’s standards of student conduct.
- Withdrawal from course(s) must follow EWC withdrawal policies and without advisor input may delay program admission and/or progression.
- Readmission due to confidentiality breaches, unethical, or illegal behavior will not be allowed.
- Readmission to the EWC Nursing Program for a student who has withdrawn will be at the discretion of the EWC Nursing Director and dependent on available space in the program in the next cycle of admission.
- Advanced placement of a student who is a Licensed Practical Nurse (LPN) is currently not offered at EWC. EWC does not have an LPN option. However, an LPN could apply just as any other student if they meet the minimum requirements.

Readmission to the Nursing Program

- A student who is academically dismissed or who withdraws from the EWC Nursing Program may be readmitted 1 time.
- If the second attempt of the same course or any subsequent course results in failure and/or withdrawal, the student is not eligible for re-entry at any point.
- The student seeking readmission to the EWC Nursing Program in the first semester will have the opportunity to do so once and will compete for admission with the applicant pool.
- Students who seek readmission into the course they were enrolled in at the point of departure must re-enter within 1 academic year.
- The student must meet with the EWC Nursing Program Director and sign a “Re-entry learning agreement” at least 2 months prior to the semester of reentry. The re-entry learning agreement will outline the terms for re-entry. Failure to meet the terms of the re-entry plan will forfeit re-entry into the program.
- The student may be required to submit evidence of remediation, counseling, tutoring, or other activities to enhance academic success.
- If the student left the program for health-related reasons, a release signed by a qualified healthcare provider indicating the student is cleared for return is required.
- A student dismissed from the EWC Nursing Program for disciplinary reasons is ineligible for readmission.
- Re-admission must be recommended by consensus of the faculty.
- Students re-entering the EWC Nursing Program must meet the current immunization requirements and may be required to submit to a drug test and criminal background check.
- The student must still meet the minimum GPA requirements at the time of re-entry. All nursing courses taken and co-requisites, in addition to the pre-requisite grades will be used for GPA readmission calculation.
- Approval for reentry is based upon available space and adequate clinical resources. Readmission cannot be guaranteed, regardless of the reason for withdrawal.

Transfer Nursing Students

Transfer of students from another Wyoming community college or the University of Wyoming will be based on meeting the minimum requirements and space availability in the EWC Nursing Program. Students will be accepted into the nursing program based on available space at the Director's discretion.

- The nursing transfer applicant must complete the Application for Admission to Eastern Wyoming College.
- The transfer request into the EWC Nursing Program must be initiated no less than 60 days prior to the semester they are requesting or found to be appropriately transferred into. The nursing transfer must be completed within 30 days of starting the semester that the student is transferring into.
- Transfer applicants must arrange for official transcripts to be sent by the issuing institution directly to: Eastern Wyoming College, Attn: Registrar's Office, 3200 West C Street Torrington, Wyoming 82240.
- The EWC's Nursing Director and Registrar will review courses for transfer credit eligibility on the basis of course equivalency.
- Coursework accepted for transfer must be from regionally accredited postsecondary institutions. Life experience or military training are not accepted for transfer.
- International transcripts must be translated by an approved credential evaluation service.
- Nursing courses and courses in the ADN plan of study considered for transfer credit must be completed with a C or higher.
- A minimum cumulative nursing program GPA of 2.5 on a 4.0 scale is required.
- The transfer applicant from another nursing school must:
 - Request for admission in writing with a brief narrative of why the prospective student wants to be a nurse and why that student wants to transfer nursing programs.
 - Provide a letter of recommendation from a former nursing instructor.
 - Provide a letter from the previous (or current) nursing program director that the student is still eligible to be in their current nursing program and a recommendation from the director for transfer and acceptance. Any student that is ineligible to continue in their current nursing program, is ineligible to transfer to the EWC program.
 - Provide syllabi from all of the previous nursing courses.
 - Provide skills checklists, hours completed, and clinical evaluations from previous nursing courses.
 - Provide the EWC Nursing Program Director any additional information needed to decide for transfer into the EWC Nursing Program.
- Nursing transfer applicants who attended another nursing program and have failed or withdrawn from more than 1 nursing course are not eligible for transfer.
- Nursing transfer applicants seeking admission into the EWC Nursing Program, must transfer from the previous nursing program within 1 calendar year from the point of departure of the previous nursing program.
- Nursing transfer applicants are not eligible to transfer into the EWC NURS 2400 course as clinical competency cannot be assessed prior to preceptorship.
- Nursing transfer applicants are required to submit a criminal background check and drug screen and must meet the immunization requirements of assigned clinical agencies.

- Nursing transfer admission is considered on an individual basis and is limited to available space and adequate clinical resources. Decisions may include interviews with the EWC Director of Nursing, nursing faculty, and or EWC administrative/leadership team.

Clinical Record Requirements

Eastern Wyoming College collaborates with community healthcare agencies to provide clinical learning experience in their organizations. Failure to meet the clinical record requirements of the agency may restrict the student from clinical assignment and will have a negative impact on the course grade.

EWC required clinical records include:

- Douglas Students:
 - Admission Calculation Worksheet (which includes TEAS score)
 - Yearly signature of review of the nursing handbook
 - American Heart Association (AHA) Basic Life Support (BLS) certification
 - Yearly Background Check
 - Yearly 10-panel Drug screen
 - Immunization Requirements
- Torrington Students:
 - Admission Calculation Worksheet
 - Yearly signature of review of the nursing handbook
 - American Heart Association (AHA) Basic Life Support (BLS) certification
 - Yearly Background Check
 - Yearly 10-panel Drug screen
 - N95 respirator fit test
 - Yearly DHHS Nebraska background check
 - Immunization Requirements

Nursing Academic Record Retention

Electronic or physical copies of examinations and written assignments are kept on file in the nursing office for 1 year after the student exits the program. Some records may be kept longer as examples for future reference. Transcribed records are maintained and retained by the EWC Registrar's Office according to the Wyoming state statutes.

Grading Guidelines

Grading will follow the EWC grading policies and nursing grading rubrics. The nursing faculty will post their grading criteria in each course syllabus. Late work will be accepted at the discretion of the instructor. Any extra credit is at the discretion of the instructor. There is no rounding up of any grade. A student may appeal grades following the guidelines outlined in the EWC Student Handbook and Catalog.

Class and Clinical Expectations

- Classroom, clinical, and lab attendance is required.
- Clinical and skills days are mandatory. Students can have, at most, 1 excused absence for clinical. Missing clinical or lab should be for extenuating circumstances only (such as the death of a family member or for medical reasons). You must contact your instructor at least 30 minutes prior to missing a clinical day. A no-show is considered an unexcused absence, which can be grounds for dismissal. Only 1 excused absence can be made up per semester. The clinical day may be made up via virtual clinical or on a make-up day at the discretion of the instructor and availability of the clinical site. Should Virtual Clinicals be used for make-up, they are mandatory and count as a clinical day. If you do not complete your virtual clinical assignment within 24 hours of the missed clinical, it will be counted as a missed clinical day. A medical excuse may be required to continue if more than 1 day is missed. Please discuss with the instructor prior to missing a skills lab, clinical, or class. You may be dismissed from the nursing program if more than 1 day of clinical is missed.
- Open lab will be by appointment only therefore, prior arrangements must be made.
- All clinical experiences will be graded by “S” (Satisfactory) or “U” (Unsatisfactory). If a student receives a “U” Unsatisfactory in clinical for the semester, they will receive a failing grade “F” for the entire 9 credit hour nursing course. See readmission procedure or the next steps. The student will be allowed to appeal the grade in accordance with the EWC Student Handbook/Catalog. Clinical competency and skills are introduced in the classroom and practiced in the clinical setting. Clinical facility locations include, but are not limited to: Wheatland, Torrington, Casper, Glenrock, Douglas, Lusk, and Scottsbluff. Students are responsible for their own transportation and any housing related expenses.

Clinical Evaluations

Clinical evaluations will be available in Canvas each semester. It is designed to be “leveled” each semester to show progression and proficiency. Students should demonstrate “Accomplished” (2) or above in all clinical judgment areas upon completion in 2400.

If a student does not meet these criteria when being evaluated by the preceptor, a review must be made by the clinical instructor to determine further action. Final course grades are ultimately determined by the course faculty. The student must be rated “Accomplished” (2) or above in the Safety clinical judgment area by the end of NURS 2300 or they cannot proceed in EWCs nursing program.

Simulation and Skill-Based Experiences

Simulated clinical experiences in the campus labs may consist of low, medium, or high-fidelity environments occurring on designated days on the clinical schedule. These experiences are as valuable to student learning as the days spent in settings where students provide direct patient care. Preparation for simulation through reading, skills practice, or other assigned activities is the responsibility of the student.

Simulation debriefing is critical to the learning process, and it begins with a one-on-one discussion immediately following the simulation when the student/team is provided performance feedback. Once all students have completed the simulation activity, the team will participate in collaborative reflection. This guided reflection is the final step in the debriefing process during which the student/team reflects on, reviews, and discusses the activity with the goal of improving individual and team clinical skills and judgment. Nursing faculty will lead the discussion to ensure application of concepts within the context of the experience. Reflection questions are derived from student learning outcomes to encourage deeper thinking and for assessment purposes.

Simulations may be recorded and reviewed by each student so they can evaluate their performances and complete the reflection questions.

Conduct in Simulation and Skills Labs:

- Strict adherence to the on-campus simulation and skills lab rules are enforced. Students who are noncompliant will be asked to leave the learning environment and the infraction will be reviewed and disciplinary action may be taken.
- The lab is to be treated as a clinical setting. The clinical uniform code and behavior standards required for direct clinical care setting must be adhered to in the campus simulation and skills labs.
- No food or open container beverages are allowed near the computer stations or lab equipment.
- No ink pens or felt-tip markers are allowed near the manikins due to permanent staining.
- Tape, glue residue, and topical medications must be removed from the manikin(s) with approved cleaning products at the end of each simulation session.
- Items that can be re-used must be returned to the proper storage area. No equipment or supplies may be removed from the lab.
- All contacted surfaces and equipment must be properly disinfected between each student session and at the completion of each clinical day.
- All learning spaces must be left in a neat and orderly condition.
- Equipment damage or malfunction must be immediately reported to the instructor.
- Professional conduct and communication are expected in the lab. You will be observing and participating. Please maintain a respectful and safe learning environment for your colleagues.
- It is expected that you will come to the lab having completed the assigned preparatory work and a desire to actively participate in the learning experience.

Safe Practice

The following is considered **safe practice**:

- Student functions within the Wyoming Nurse Practice Act guidelines.
- Students adhere to the outcomes of the EWC Nursing Program and the rules and regulations of any of the health care agencies that might be attended.
- Students practice within the American Nurses' Association Code of Ethics and Standards of Practice.
- Students are accountable for preparation, documentation, and care of patients, including verbal and written communication.

- Students do not practice beyond the scope of preparation or practice.
- Students show respect for the individual patient, health team member, faculty, and self to include but not limited to ethical and cultural views.

Dismissal from the Program

Students, faculty, and administration have the responsibility to maintain high professional and ethical standards. Students, faculty, and administration have the responsibility to maintain patient safety in the classroom, laboratory, and clinical setting. Students, faculty, and administration must practice within legal and ethical frameworks adhering to state and national standards of practice. Immediate dismissal from the nursing program may occur if the Nursing Director/Nursing Faculty deems it necessary.

Dismissible offenses include but are not limited to the following:

- Unprofessional conduct and/or behavior.
- Breach of EWC College Student Handbook and/or the EWC Nursing Student Handbook.
- Violation of state or national standards of practice or actions outside the legal or ethical framework outlined by the ANA Code of Ethics for Nurses.
- Violation of facility policies that jeopardize facility relationships and/or penalize EWC Nursing Program from future facility experiences and opportunities.
- Violation of the substance abuse policy resulting in a positive drug screen that is not validated by medical professional documentation.
- Inability to pass the Medication Drug Dosage Exam each semester at an acceptable level to safeguard patient safety.
- Federal HIPPA Violations
 - Tier 1: unintentional violations will result in verbal and written reprimand with probation for the remainder of the program.
 - Tier 2: intentional access to records will result in dismissal from the Nursing Program without readmission options.
- Failing to meet leveled learning outcomes in all nursing courses indicated by a final course average of a “C” or below or “S”, Satisfactory.
- Behavior or action outside safe nursing practice as noted in the clinical and professionalism directives that jeopardizes the safety of patients, staff, or classmates. The unsafe behavior may be from isolated, related, or unrelated incidents, intentional or unintentional, resulting in harm or no harm to the client, facility, EWC staff, classmate, or faculty member.
- Being unable to practice nursing with reasonable skill and safety to patients by reason of physical, emotional, or mental disability.
- A failure to pass a drug screening.
- Sleeping or the appearance of sleeping (head down on table, head bobbing, snoring, closing eyes). This poses a safety risk that is unacceptable.
- Romantic or sexual relationships between students and someone who has influence or control over others’ conditions or a patient.
- Refusal to carry out a reasonable and lawful direct instruction by a faculty member or member of the health care team.
- Criminal, civil or unethical acts-deliberate inattentiveness.

- Behavior detrimental to the welfare, safety, convenience, or comfort of a patient, visitors, or employees of EWC or the clinical facility.
- Being unable to practice nursing with reasonable skill and safety to patients by reason of physical, emotional, or mental disability.
- A failure to pass a drug screening or background check.
- Violence in the facility including, but not limited to, verbal or physical altercations or threats.
- Reckless behaviors which are actions involving conscious disregard of substantial and unjustifiable risk of harm to self or others.

Student Due Process

Students wishing to appeal an EWC faculty or administrative decision are assured student due process. The EWC Nursing Program adheres to the Eastern Wyoming College grievance and appeals process which is outlined in the EWC Student Handbook. To initiate a grievance or appeal, students are expected to follow the chain of command to resolve all concerns and issues as described in the EWC Student Handbook.

Lactating Mothers

Eastern Wyoming College supports lactating students and students have rights covered under Title 9, The Civil Rights Act. In the classroom, a student may be excused to use a private area (but not relegated to a bathroom) to pump. The student is required to obtain the content while absent from the class. In clinical, a student may be excused to use a private area (but not relegated to a bathroom) to pump but must make up the time as described in the class syllabus. This time will need to be coordinated with the faculty members' availability.

Confidentiality Policy

Students are expected and required to maintain strict client, family and peer confidentiality in every setting. Confidential information is protected by federal law. Federal regulations prohibit any disclosures without the specific written consent of the person to whom it pertains.

Students will abide by the policies and procedures concerning patient confidentiality as established by the clinical agency. Students cannot divulge personal or medication information concerning any patient or patient record outside the educational setting. In addition, students may not copy or have in their possession any portion of the patient's medical record containing identifying information. Failure to maintain confidentiality regarding all matters of business and patient population, including fellow students and faculty medical conditions, will result in immediate dismissal from the program.

Clinical Accessibility Policy

The EWC Nursing Program utilizes a variety of health care agencies in the community and surrounding area for clinical practice. If you have been employed in 1 or more of the agencies and are not eligible for rehire as an employee, the agency may not permit you to participate in the essential clinical component of the program. Contact the EWC Nursing Director for a list of agencies. You may be asked to contact the Human Resources department of the affected agency and request documentation from

HR that states the agency's position on your participation in the clinical component of the program as a student nurse. If you receive a negative response from the agency, you are automatically ineligible to apply or continue in the EWC Nursing Program. If you are unable to fulfill clinical requirements due to a previous employment issue and have not complied with the above, you could be denied entry or continuation into the program. Written permission will also be required from a contracted agency if any public discourse including social media may jeopardize your ability to complete the necessary clinical requirements in that facility as EWC does not have alternative sites available.

Student Organizations

Nursing students are encouraged to participate fully in the activities of EWC Student Nurses' Association located on both the Douglas and Torrington Campuses. While not mandatory, it is highly recommended that EWC Nursing Students participate in this organization.

The EWC Douglas Campus Student Association (DCSA), aka Douglas Student Senate, has been established in conjunction with EWC Student Senate in Torrington. EWC Nursing Students are encouraged to fully participate in this as well as any other eligible club that EWC has to offer and is available to Douglas Campus Students and Torrington Students. Other EWC student clubs and organizations based in Torrington's main campus are available to Douglas students on a limited basis. Please check online or in the EWC Catalog for further information regarding student clubs.

Professional Appearance/Attire

All students are required to wear the EWC student uniform during skills lab check offs, clinical learning experiences, including simulation experiences, and as directed by EWC Nursing Instructors. The student uniform includes the appropriate style of uniform for the cohort; socks; well-fitting shoes that totally enclose the foot; an EWC issued name tag/badge that identifies that you are an EWC Nursing Student. Students may be dismissed at the discretion of the instructor or adjunct instructor from clinical or lab if professional appearance criteria are not followed.

While not an exhaustive list, the following rules will apply to nursing students:

- All visible tattoos/body-art need to be covered if found to be offensive or per policy of the clinical site.
- Students must wear a watch with a sweeping second-hand or digital second-hand indicator. Additional acceptable jewelry includes a wedding band only (no high-profile rings will be acceptable), 1 pierced post-style stud earring in each ear lobe is permitted. All other visible body piercings are not permitted and must be removed prior to entering the clinical site.
- If asked to get clinical assignments or to do reference work from charts, students are required to wear the complete uniform with a name tag. Hair must be neatly styled and pulled back from the face. Long braids or ponytails must be secured to prevent falling over the shoulder, and bangs must be out of the eyes. Mustaches and beards are permitted per facility policy. They must be clean, trimmed, and well groomed.
- Nails must meet facility policy. Most clinical sites do not allow artificial nails. Nails must be no longer than the fingertip.

- Good personal hygiene is expected every day. Bathing regularly and proper oral hygiene is an expectation to eliminate offensive body odors, including stale cigarette smoke. No perfumes, strongly scented deodorants, or scented essential oils will be allowed.
- Smoking or the use of e-cigarettes is not allowed in any clinical or classroom setting.
- No gum chewing or use of any oral tobacco (chew or snuff) is allowed in any clinical setting.

Clinical Supplies

The EWC Nursing Student is required to have bandage scissors, stethoscope, penlight, wristwatch with a second hand, and may be required to have a cell phone during clinical experiences. However, cell phones will only be used at the discretion of the instructor or a nurse in the facility. Students must adhere to the rules and regulations of the respective agency regarding use of electronic devices in the clinical area. No personal calls or texting is allowed during clinical time.

Criminal Background Check

- Upon admission to the EWC Nursing Program, the student will receive instructions and the necessary forms for obtaining the background check from the designated vendor.
- Prior to the required background check completed specifically for the EWC Nursing Program, the student is required to disclose to the EWC Nursing Director any previous criminal charges that may be encountered on the background check. Clinical agencies will require full disclosure of background information and may require additional background checks at the student's expense.
- The student is responsible for the cost of the background check, which will be valid for a period of 1 year prior to admission into the program and will need to be updated annually.
- The background check may include but is not limited to: criminal background check, positive identification/aka, National Sex Offender Registry, Motor Vehicle Driving Record, Sanctions, Drug Testing and Immunization Tracking. Students must submit to additional background checks per the state of Nebraska if any site in Nebraska is being used (Abuse and Neglect Central Registry). Students may be automatically denied admission or dismissed from the program if they have not been truthful or have provided inaccurate information on the application for admission into the nursing program.
- It is the responsibility of the student to report any changes in the status of their criminal background to the EWC Nursing Director.
- Flagged results on the background check will result in ineligibility to participate in clinicals until which time the matter may be investigated or resolved. Student suitability for clinical placement is based upon results of the background check that will be determined by EWC, the clinical agency requirements, and WSBN.
- Students may appeal the decision to deny clinical placement through the established grievance procedure noted in the EWC Student Handbook/Catalog.

Drug Testing

- The presence or use of drugs or alcohol, lawful or otherwise, which interferes with the judgment or motor coordination of nursing students in an educational setting, poses an unacceptable risk for patients, colleagues, EWC, and cooperating clinical agencies. The EWC Nursing Program recognizes its responsibility to maintain an educational environment conducive to academic achievement and to cooperate with clinical agencies in providing safe and effective patient care.
- Accordingly, all EWC Nursing Students must comply with the drug testing policy set forth and remain free of drugs or alcohol use while in the academic setting, including classroom and clinical, as well as college sponsored events and nursing association activities. In addition, EWC Nursing Students are subject to all applicable federal, state, and local laws addressing illegal drug and alcohol use. The drug testing policy is intended to complement the EWC prohibited conduct outlined in the EWC Student Handbook/Catalog, Student Code of Conduct.
- EWC Nursing Students are required to disclose to the EWC Nursing Director any prior chemical impairment, participation in treatment programs, or court convictions pertaining to the manufacture, use, possession, sale, or distribution of alcohol, illegal drugs, controlled substances or intoxicants. Individuals who have sealed their criminal records within a state's processes should know that the Criminal Background Check will still identify those criminal activities that were sealed. Failure to report such activities will result in dismissal from the nursing program. EWC Nursing Students are also required to disclose such information to the appropriate licensing agencies at the time of application for licensure in accordance with the established rules and regulations of the licensing agency.
- Drug testing refers to the scientific analysis of urine, blood, breath, saliva, hair, tissue or other specimens of the human body for the purpose of detecting the presence of a measurable amount of drug or alcohol. The cost of drug testing will be the responsibility of the student, including any additional costs, such as Emergency Department fees and costs, should the student be required to randomly drug test due to reasonable suspicion that the student is under the influence of alcohol, illegal drugs, controlled substances, or intoxicants (prescribed/non prescribed).
- Drug screening will be part of the initial background check. Dismissal from the program can occur for positive drug screening including "marijuana metabolites" from the use of CBD oil or any other cannabis derivative which is illegal in Wyoming.
- EWC establishes the right to further drug test 'for cause' or random drug screening for the remainder of the time in the nursing program.
- Test results are sent to the EWC Nursing Program Director by the testing agency. Records will remain on file in the nursing office at the college until the student exits the program. The College has the right to use and disclose the results of drug testing in connection with internal academic purposes and in defending any grievances and claims filed by the student or a personal legal representative.

Procedure for the Alleged Impaired Student:

In the event a nursing student demonstrates behaviors reasonably suspected of being under the influence of alcohol, illegal drugs, controlled substances, or intoxicants in the educational setting, to include the classroom, laboratory, or clinical area, the instructor or clinical agency supervisor will:

1. Notify the EWC Nursing Director.
2. Relieve the student of all clinical assignments effective immediately until which time the matter is investigated or resolved.
3. Remove the student to a private area and provide the student the opportunity to explain the observed behavior(s).
4. Require the student to undergo a drug test, at which time the student will be escorted to the designated testing site or emergency department.

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Refusal to submit to drug testing based upon reasonable suspicion of being under the influence of alcohol, illegal drugs, controlled substances, or intoxicants will result in immediate dismissal of the program.

Student's Agreement to Submit to Drug Testing

The EWC Nursing Program and cooperating clinical agencies reserve the right to require the EWC Nursing Student to submit to drug testing under the following circumstances:

- Upon initial enrollment in the program and subsequent clinical years.
- Upon re-entry to the program for students who interrupt their sequence of study.
- When there is reasonable suspicion a student is under the influence of alcohol, illegal drugs, controlled substances, or intoxicants (prescribed or non-prescribed). This may be evidenced by odor of alcohol or drugs, impaired behaviors, dilated/pinpoint pupils, decreased coordination, marked changes in personality, or unexplained accidents.
- Impairment may exist in 1 or more multiple domains, including psychomotor activity and skills, conceptual or factual recall, integrative or synthetic thought processes, judgment, attentiveness, demeanor, and attitudes as manifested in speech or actions.
- When there is reasonable suspicion or evidence of mishandling patient medications in the clinical setting.
- When the student's academic or clinical performance is deteriorating, or the student is experiencing increased absenteeism or tardiness.
- When the student is involved in an accident or injury likely to result in lost time from schooling and requiring a physician's care, as evidenced by diagnostic tests, prescriptions, or procedures.

Guidelines for a Positive Drug Test

- A positive test result will result in immediate dismissal from the program, unless the student is taking a prescribed legal drug and provides proof of this via a statement from a medical provider (see #5).
- A subsequent meeting may be scheduled with the student and EWC leadership team.
- In the event of dismissal from the program, it will be the responsibility of the student to withdraw from classes through the processes in place at EWC.

- Documentation of the meeting will include the noted behavioral problem or reported incident and prescribed academic consequences. Also included will be the student's intent to seek professional evaluation for a potential substance abuse problem at their own expense. The student must acknowledge that failure to abide by the recommended treatment plan will result in ineligibility to apply for readmission to the program at a later date.
- If a student tests positive for a prescribed drug, the student must obtain a written statement from a qualified physician/provider stating that the drug level is within prescribed limits and the level does not indicate abuse. The physician must indicate that the drug will not interfere with safe nursing practice in the clinical area.

Technology Requirements

The EWC Nursing Program requires use of technology, including the possibility of e- texts, paperless clinical documentation, assignments, and regular interface with an online classroom. For this reason, students accepted into the program must be computer literate and have access to high-speed internet. It is highly recommended that students have access to Smartphones for clinical applications that will be recommended but is not required. The College does not assume responsibility for lost or stolen electronic devices. Students will be expected to have access to Canvas for announcements, topic outlines, discussions, and communication from the faculty.

Online services are available via high-speed internet. The Douglas Campus is open from 8am- 5pm M-F and 4 open computers are available on a first-come, first-serve basis in the Student Center. Converse County Public Library located at 300 Walnut Street, Douglas, WY is open 9- 6pm M, T, W, & F; Th 9- 8pm and Sat 10-4pm. Please review their public access policy for the use of their computers. Computers are also available on the Torrington Campus in the EWC Library and second floor of the CTEC building. Torrington Campus students check with your Faculty members for availability of hours of the lab and buildings.

There may be additional requirements for which the Chromebook and/or iPad are not compatible/recommended. Laptops are available for checkout.

Instructional Methodologies

A wide variety of techniques are used to assist the student in meeting the learning outcomes including: online products, concept mapping, nursing process, textbooks, eTexts. Carefully selected experiences in the skills/simulation lab will also be included.

The theory component for most nursing courses may be delivered face-to-face or virtual for special circumstances: COVID/weather related. A modified 'flipped-classroom' may be instituted by faculty in order for students to be well prepared for class which may include completing certain reading or other assignments prior to class. You must come prepared to discuss, contribute, and ready to learn.

Drug Dosage Examinations

Medication calculation competency will be demonstrated by students beginning the first semester and will continue to be evaluated during the remaining semesters.

The student must demonstrate competency in dosage calculations in order to progress in the EWC Nursing Program. At the beginning of each semester, students will be required to take a basic math calculation or drug dosage exam. Students will be provided with the information needed to adequately prepare for this exam and a student may use a basic calculator during the exam. A student may take this exam a total of 3 times to obtain a passing score. If the required score is not obtained after the third try, the student will no longer be allowed to continue in the nursing program in order to protect patient safety.

The passing score for each semester is as follows:

1st semester	100%	Basic Math Calculation Exam
2nd semester	100%	Drug Dosage Exam
3rd semester	100%	Drug Dosage Exam
4th semester	100%	Drug Dosage Exam

Eastern Wyoming College ADN Program Requirements

Fall 2024

Prerequisite	Credits
● ENGL 1010: English I: Composition	3
● HMDV 1000: College Studies (Freshman Foundations)	1
● BIOL 1010: General Biology I	4
● MATH 1400: College Algebra	4
● ZOO 2015: Human Anatomy**	4
● Art, Culture and Humanities Course	3
TOTAL	19

- Active Wyoming Certified Nursing Assistant Certificate required prior to the first day of the first semester of the ADN program (NURS 1100)
- TEST OF ESSENTIAL ACADEMICS SKILLS (TEAS) ENTRANCE EXAM

First Semester		Credits	Second Semester		Credits
NURS 1100:	Nursing Care: Health Promotion	9	NURS 1200:	Nursing Care: Chronic Illness	9
ZOO 2025:	Human Physiology**	4	COMM 2010:	Public Speaking	3
			PSYC 1000:	General Psychology	3
Total		13	Total		15
Third Semester		Credits	Fourth Semester		Credits
NURS 2300:	Nursing Care: Acute Illness	9	NURS 2400:	Nursing Care: Complex Illness	9
MOLB 2240:	Medical Microbiology	4	POLS 1000:	American and Wyoming Government	3
Total		13	Total		12
Portfolio Completion Total					72

For more information, please contact:

<p>Douglas Campus: 800 South Windriver Drive Douglas, Wyoming 82633 307-624-7000</p> <p>Director of Nursing: Kasey Powell, MSN, RN kpowell@ewc.wy.edu</p> <p>Blanca Jaime, Administrative Assistant bj Jaime@ewc.wy.edu</p>	<p>Torrington Campus: 3200 West C Street Torrington, Wyoming 82240 307-534-2999</p> <p>Director of Nursing: Kasey Powell, MSN, RN kpowell@ewc.wy.edu</p> <p>Blanca Jaime, Administrative Assistant bj Jaime@ewc.wy.edu</p>
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**If Anatomy and Physiology have been taken prior to applying, and/or will be transferred in, these courses must be within 5 years of applying, unless special permission is granted by the nursing director.

Eastern Wyoming College Nursing Program Admission Ranking Worksheet

Required	Criteria	Earned Points
1	Application for General Admission to EWC	0
2	Application to EWC Nursing Program	0
3	Official high school transcript or HSET certificate	0
4	Official transcripts from all colleges previously attended	0
5	Certified Nursing Assistant Certificate	0 points but required by the start of the fall semester
6	TEAS Test adjusted individual total score. A minimum score of 58.7% must be achieved.	TEAS Score: 58.7-100
7	College Grade Point Average: A minimum prerequisite GPA of 2.5 is required. All prerequisite courses must be completed or in progress with a grade of "C" or better	GPA added to TEAS Score
8	Bonus Points Assigned	Bonus Points added to GPA and TEAS Score
Total Possible Points		61.2-114

Revised/Approved 5/2023

Additional bonus points can be earned by having permanent residency in:
 Converse County, Crook, Weston, Niobrara, Platte, Goshen =5 points
 Other Wyoming counties =2 points.

Permanent residency is defined in the EWC Catalog.

You must meet the minimum of 61.2 points to qualify for the additional residency bonus points.

Memorial Hospital of Converse County (MHCC) Employee or Banner Health Employee =5 points

Students will be ranked according to GPA plus the TEAS Score. The top students will be admitted and additional students who are qualified will be chosen as alternatives provided they have met the minimum requirement of 61.2 points.

Examination for RN Licensure

Following successful completion of the EWC Nursing Program, graduates may apply to the Wyoming State Board of Nursing and other states to take the NCLEX-RN, national licensure examination. There are individual fees for licensure and the exam that will be discussed along with the application process in the last nursing course of the program. Prospective students need to know licensure may be denied to those with a misdemeanor/prior felony arrests or convictions or substance abuse history. In addition, applicants for licensure are required to be finger-printed and undergo an FBI background check. Consult with the Nursing Program Director for specifics or go to the Wyoming State Board of Nursing website: <https://nursing-online.state.wy.us>

Eastern Wyoming College Nursing Program Application

ACCEPTED ONLINE ONLY

Make certain that the Nursing Application Checklist is reviewed prior to submitting the Nursing Application. It is located online as "Nursing Application Checklist" found at:
<https://ewc.wy.edu/academic-services/majors/nursing/nursing-application-checklist/>

- Application Checklist EWC Nursing Program:
 1. Application to EWC completed online.
 2. Application to the EWC Nursing Program completed online by deadline.
 3. Submit ALL official transcripts from any College/university attended for any coursework you have taken by the application deadline.
 4. TEAS (Test of Essential Academic Skills) exam successfully completed and results submitted by ATI electronically to EWC by the application deadline. TEAS tests older than 1 calendar year prior to application will not be considered.
 5. Have met all the requirements on the Admission Ranking Worksheet.

EWC Nursing Handbook Verification Form

Must be signed every year and if substantive changes are made.

I have received and understand the information provided in the EWC Nursing Student Handbook. I have had the opportunity to ask questions for clarification and understanding.

I agree to abide by the Wyoming State Board of Nursing/EWC Board of Trustees' Policies, EWC Administrative Regulations and EWC Nursing Departmental Procedures outlined in the Nursing Student Handbook, while attending the program.

Student's Printed Name: _____

Student's Signature: _____

Date: _____

Please return this signed page to your nursing instructor.