

**Commonwealth of Massachusetts
Board of Registration in Nursing**

244 CMR 6.06(2):

- (a) The Board may waive its on-site survey based on its review of a written waiver request submitted by the program administrator within three months of the program's receipt of its notice of full accreditation status by a Board-recognized accrediting agency in nursing, and accompanied by:
1. the program regulation compliance report addressing its compliance with 244 CMR 6.04 1 through 5;
 2. written evidence of the program's full accreditation;
 3. the program's report evaluating its compliance with the accreditation standards of the Board-recognized accrediting agency in nursing; and
 4. the written findings and recommendations of the Board-recognized accrediting agency in nursing based on its review of the program. The Board may request a progress report from the program in response to the recommendation(s) of the accrediting agency.
- (b) The Board shall notify the program administrator of its action on the waiver request.

Guideline for 244 CMR 6.06(2): Waiver of 244 CMR 6.06(1)(a) Waiver of Site Survey for Fully Accredited Programs

In accordance with regulation 244 CMR 6.06(2)(a), the Board of Registration in Nursing (Board) may waive the 244 CMR 6.06(1)(a) site survey of an approved nursing education program (Program) that is fully accredited by a Board-recognized accrediting agency in nursing. The Board will only consider a 244 CMR 6.06(1)(a) waiver application that is submitted in accordance with Board regulation, 244 CMR 6.06(2)(a) and its corresponding guideline. The Board will recognize the Program's Annual Report to the Board and any supplemental correspondence as equivalent to the documentation required at 244 CMR 6.06(2)(a)1-4.¹

Waiver Application Format:

1. An electronic version of the waiver application must be submitted by the due date.
2. A table of contents should be included and pages should be numbered sequentially, including the appendices.
3. The waiver guideline should be included with page numbers and table numbers entered into the spaces provided.
4. All sections in the report should be clearly labeled and sequential in relation to the regulation being addressed.
5. Enter page number in submitted documents that addresses each regulation.
6. Do NOT include student names (use codes or legends to identify students)
7. Include a current electronic version of the following: **the Program's current systematic evaluation plan, nursing program student handbook, faculty handbook, and college catalog.**
8. Reports that are not submitted in the correct format will be returned to the program for revision.

The Program application included the following, as required by 244 CMR 6.06(2)(a) 1 - 4:

- Yes No
 1. the program regulation compliance report addressing its compliance with 244 CMR 6.04 (1) through (5)
- Yes No
 2. written evidence of the Program's full accreditation;
- Yes No
 3. the Program's report evaluating its compliance with the accreditation standards of the Board-recognized accrediting Agency in nursing;
- Yes No
 4. the written findings and recommendations of the Board-recognized accrediting agency in nursing based on its review of the program;
- Yes No
 5. written plan for the systematic evaluation of all components of the program.

BORN REGULATIONS 244 CMR 6.04	Evidence Provided
(1) Program Mission and Governance (a) A program shall have a published mission or philosophy and objectives, or goals which shall be consistent with those of its parent institution, or with differences that are justified by the objectives or goals of the program. The program's mission,	Program Regulation Compliance Report p. Program Accreditation Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.

¹ Action of the Board of Registration in Nursing on January 9, 2002.

philosophy and objectives, or goals shall be internally consistent.	
(b) Program faculty, administrators, and students shall participate in the governance of the parent institution and the program, as appropriate, for the accomplishment of the goals of the parent institution and program.	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
(c) A program administrator, qualified under 244 CMR 6.04(2)(a), shall be appointed to administer the program on a full-time basis.	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
(d) Program faculty shall develop, implement and evaluate policies which are consistent with the policies of the parent institution, or with differences that are justified by the goals of the program.	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
(e) Faculty shall develop and implement a written plan for the systematic evaluation of all components of the program. This evaluation shall include the measurement of the outcomes of the program. The results of the evaluation shall be used for the development, maintenance and revision of the program.	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
(f) The Board shall be notified immediately in writing of a change in administrative personnel within the	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p>

<p>program, or a change in the chief executive officer of the parent institution, or both.</p>	<p>Accreditation Site Visitor Report p. Addressed in SEP p.</p>
<p>(g) The program shall have a written policy for the maintenance and retirement of school, faculty, student and graduate records.</p>	<p>Attach policy</p>
<p>(h) The program shall publish its current approval status in its official publication.</p>	<p>Provide links to publications</p>
<p>(2) Faculty qualifications. (a) Administrator. The program administrator shall: 1. hold a current MA RN license in good standing; 2. possess an earned masters degree in nursing or an earned entry level doctorate in nursing; 3. possess a minimum of five years full-time nursing experience or its equivalent, within the last eight years, with at least three years experience in nursing education; and 4. maintain expertise appropriate to administrative responsibilities.</p>	<p>Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.</p>
<p>(b) Instructor. Faculty teaching either the theoretical or clinical component of a nursing course shall: 1. hold a current MA RN license in good standing; 2. possess an earned baccalaureate degree in nursing or an earned masters degree in nursing</p>	<p>Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.</p>

<p>for appointment to the faculty of a PN program;</p> <p>3. possess an earned masters degree in nursing, or possess an earned doctorate in nursing, for appointment to the faculty of a RN program;</p> <p>4. possess a minimum of two years full-time experience in nursing, or its equivalent, within the last five years and evidence of clinical competence in the area of clinical instruction; and</p> <p>5. maintain expertise appropriate to teaching responsibilities.</p>	
<p>Registered Nurse Programs only: (c) Waiver of 244 CMR 6.04(2)(b)(3) in accordance with Education Policy 02-02 c. an earned baccalaureate 1. After June 9, 2004 program may apply for a waiver of 244 CMR 6.04(2)(b)3 for the appointment of an instructor who possesses: a. an earned baccalaureate degree in nursing and is matriculated in a graduate nursing program with an expected date of graduation within five years of the waiver and is otherwise qualified in accordance with the 244 CMR 6.04(2)(b)4; or b. an earned baccalaureate degree in nursing and a related non-nursing graduate degree and is otherwise</p>	<p>Table of waived faculty (attached)</p>

<p>qualified in accordance with 244 CMR 6.04(2)(b)4; c. or an earned baccalaureate degree in nursing and possesses a minimum of five years full-time experience or its equivalent within the last eight years, and evidence of competence in the area of clinical instruction.</p>	
<p>(3) Students. (a) The program shall: 1. require all candidates for admission to provide satisfactory evidence of secondary school graduation, or its equivalent, and compliance with the immunization requirements specified by the Massachusetts Department of Public Health;</p>	<p>Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.</p>
<p>2. publish current policies which describe the specific nondiscriminatory criteria for admission, progression, attendance, course exemption, advanced placement, transfer, educational mobility, withdrawal, re-admission, graduation, and student rights and grievances; and</p>	<p>Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.</p>
<p>3. provide opportunities for students to regularly participate in the development and evaluation of the program.</p>	<p>Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p.</p>

	Addressed in SEP p.
(b) Program faculty shall evaluate student achievement of nursing competencies.	Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.
(4) Curriculum. a) Program faculty shall develop a nursing curriculum plan which shall provide a variety of learning experiences consistent with the program's mission or philosophy and objectives or goals. The sciences, arts, humanities, and foundations of the profession, shall be an integral part of the nursing curriculum plan.	Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.
(b) The curriculum shall: 1. extend over a period of time sufficient to provide essential, sequenced learning experiences which enable a student to develop nursing competence. For Practical Nursing programs, this period of time shall be a minimum of 40 academic weeks	Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.
2. be based on an organized pattern of instruction consistent with principles of learning and educational practice;	Program Regulation Compliance Report p. Program Self-Study Report p. Accreditation Site Visitor Report p. Addressed in SEP p.

<p>3. provide instruction in the discipline of nursing, appropriate to the Registered Nurse or Practical Nurse level, across the lifespan and include content relevant to national and local health care needs;</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>4. be designed in accordance with generally accepted academic standards and credit hours for Registered Nursing programs, and include a minimum of 1080 hours of theory, laboratory and clinical practice for Practical Nursing programs. A minimum of 945 hours shall be allocated to nursing courses in Practical Nursing programs, of which a minimum of 540 hours shall be for clinical experiences; and</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>5. identify the level of student achievement expected at defined points in the program.</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(5) Resources. The allocation of resources shall be appropriate in meeting the goals and outcomes of the program by: (a) utilizing an adequate number of full-time and part-time faculty and support personnel;</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(b) determining the student-faculty/ ratio in clinical practice by the complexity of the educational</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p>

<p>experience, the student s level of knowledge and skill, and patient needs. The ratio shall not exceed ten students to one faculty member (10:1);</p>	<p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(c) providing for current and comprehensive learning resources developed with faculty input. These resources shall be available and accessible to students and faculty;</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(d) maintaining appropriately designed and equipped physical facilities;</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(e) managing fiscal resources to maintain the program’s financial health; and</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p>
<p>(f) developing written agreements with cooperating agencies utilized as clinical learning sites. Agreements shall be developed and reviewed annually by both program and agency personnel. Agreements shall be current and specific in defining parameters of activities and the responsibilities of the program, the student and the cooperating agency.</p>	<p>Program Regulation Compliance Report p.</p> <p>Program Self-Study Report p.</p> <p>Accreditation Site Visitor Report p.</p> <p>Addressed in SEP p.</p> <p>3 samples of written agreements attached</p>

Person preparing report:

Name

Title

Signature

Date

As program administrator, I attest that the information I have provided in connection with this report is truthful and accurate.

Printed Name of Program Administrator

Title

Signature

Date

Waivered Faculty

244 CMR 6.04(2) and (5)

Last Name	First Name	<i>Licensure</i>		<i>Appointment</i>		<i>Education</i>		Waiver 1, 2, or 3
		MA RN License #	Date of Expiration	Date of Hire	Title & Rank	Year	Degree(s)	