

The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
Bureau Health Professions Licensure
Board of Registration in Nursing
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www.mass.gov/dph/boards/rn

Nursing Program Application Prepared in Compliance with 244 CMR 6.05: Procedures for the Establishment and Continuing Operation of Nursing Education Programs

244 CMR 6.05(2): Initial Approval Status. A parent institution which has been granted Prerequisite Approval Status and which seeks Initial Approval Status for a proposed program shall:

- (a) submit an application for Initial Approval Status prepared by the program administrator; at least six-months before the proposed date for student admissions to the proposed program.
- (b) include in the application a report describing the parent institution's ability to comply with 244 CMR 6.04; and
- (c) secure written Initial Approval Status from the Board before the admission of students.

Guideline for Application for Initial Approval Status

Report Format:

- 1. A table of contents should be included, and pages should be numbered sequentially, including the appendices.
- 2. This document should be attached to the written report with page numbers and table numbers entered in the spaces provided.
- 3. All sections in the written report should be clearly labeled and sequential in relation to the regulation being addressed.
- 4. State the regulation followed by a narrative description of compliance. At a minimum the narrative must address the essential questions for each regulation.
- 5. If the required documentary evidence is not yet available, please provide the plans for implementation and the anticipated date of availability.
- 6. A hard copy (mailed to the Board of Registration in Nursing) and an electronic version must be submitted.
- 7. Reports that are not submitted in the correct format will be returned to the program for revision.

BORN REGULATIONS 244 CMR 6.04	Narrative Guidelines with Essential Questions to Address in Application	Documentary Evidence/ Exemplars
(1) Program Accreditation, Mission and Governance (a) The program shall be affiliated with a parent institution that has and maintains its accreditation.	Is the parent institution accredited? Which accrediting body? When was the last accreditation and when is the parent institution due for another review? Report p.____	Official parent institution accreditation letter. Report p.____
(b) The program shall obtain and maintain program accreditation as follows: 1. A program that receives written notice of Full approval status dated before July 1, 2016, and has never obtained program accreditation, shall obtain program accreditation candidacy on or before December 31, 2022 and program accreditation on or before the December 31, 2025. 2. A program that receives written notice of Initial approval status shall apply for and obtain program accreditation within the time period specified in the notice. 3. Except as provided in 244 CMR 6.04(1)(b)1. and 2., programs receiving written notice of Full approval status shall maintain program accreditation at all times.	What is the program's current accreditation status? Report p.____ If your program is not accredited at the time of this application, please detail the program's plans to be accredited. Report p.____	Program accreditation letter. Report p.____
(c) Accredited nursing education programs must submit to the Board a copy of accreditation-related correspondence with the program's Board-recognized accrediting agency in nursing within 15 days of receipt.	N/A	N/A
(d) A program shall have a published mission or philosophy, or both, and	Describe how the program's mission or philosophy and objectives or goals are	Table ____ highlighting congruence between published parent institution mission and core

<p>nursing education outcomes, which shall be consistent internally and with those of its parent institution, or with differences that are justified by the program outcomes.</p>	<p>consistent with those of its parent institution? Justify any differences. Report p. ____</p> <p>How are the program's mission, philosophy and objectives, or goals internally consistent. Report p. ____</p>	<p>values program goals and student learning outcomes. Report p. ____</p> <p>Systematic evaluation plan demonstrating that the consistency of the program's mission or philosophy and objectives with those of the parent institution is evaluated on a regular basis. Report p. ____</p>
<p>(e) The parent institution shall appoint an Administrator, qualified under 244 CMR 6.04(2)(a), on a full-time basis and shall provide adequate resources to effectively administer the program.</p>	<p>Do the role responsibilities of the program administrator include:</p> <ul style="list-style-type: none"> • Administration of the program. • Participation in parent institution governance. • Faculty leadership in the development, implementation, and evaluation of program policies; and • Faculty leadership in the development, implementation, and evaluation of policies • Faculty leadership in the development, implementation, and evaluation of a written plan for evaluation of all components of the program? Report p. ____ <p>What is the program administrator's role in the budget process? Report p. ____</p> <p>Is the program administrator position a full-time position? Report p. ____</p> <p>Does the program administrator have duties other than administration of the program assigned to them i.e. teaching? Report p. ____</p>	<p>Program administrator's current curriculum vitae Report p. ____</p> <p>Program administrator's job description Report p. ____</p> <p>Transcript demonstrating that the program administrator possesses an earned masters degree or an entry level doctorate in nursing Report p. ____</p> <p>Program administrator's workload Report p. ____</p> <p>Systematic evaluation plan demonstrating the evaluation of administrator qualifications and job description on a regular basis. Report p. ____</p>

	<p>Does the program administrator have authority and responsibility for the development and administration of the program and adequate time and resources to fulfill the role responsibilities? Report p. ____</p>	
<p>(f) The Administrator, faculty 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 nursing education outcomes</p>	<p>How does the organizing structure provide for participation in parent institutions and program governance for administration, faculty and students? Report p. ____</p> <p>How will administrators, faculty, and students participate in governance of the parent institution and the program? Report p. ____</p> <p>What opportunities will exist for student representation in governance activities and how will students be made aware of them? Report p. ____</p> <p>On what governance committees do nursing faculty and the nurse administrator serve? Report p. ____</p>	<p>Bylaws and or policies which identify the role of faculty, administrator, and students in governance of both the parent institution and the program. Report p. ____</p> <p>Faculty and administrator job descriptions requiring participation in governance is part of the role responsibilities. Report p. ____</p> <p>Parent institution and program organization chart Report p. ____</p> <p>Systematic evaluation plan demonstrating the evaluation of faculty, administrator and student participation in governance on a regular basis Report p. ____</p>
<p>(g) 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 nursing program outcomes.</p>	<p>How will program faculty be involved in the development, implementation, and evaluation of policies? Report p. ____</p> <p>Will policies for nursing students be the same as those of the parent institution? Report p. ____</p>	<p>Faculty job description demonstrating that development, implementation, and evaluation of policies is a component of the role responsibilities. Report p. ____</p> <p>Comparative table _____identifying congruence of program and parent institution policies and rationale for differences. Report p. ____</p>

	<p>If policies differ, how are the differences justified by the goals of the program? Report p. ____</p> <p>How will data be used by faculty to evaluate the effectiveness of a policy and the need for revisions? Report p. ____</p>	<p>Systematic evaluation plan demonstrating faculty responsibility in the evaluation of policies on a regular basis. Must at a minimum demonstrate the evaluation of the 14 policies required by the Board [ref. 244 CMR 6.04 (3)(b)] Report p. ____</p>
<p>(h) Faculty shall develop and implement a plan for systematic evaluation. The plan shall include, but need not be limited to, measurable expected levels of achievement, evaluation methodologies, frequency of evaluation, responsible person(s), aggregated and trended data and other findings, actual outcomes and resulting actions. The results of the evaluation shall be used for the development, maintenance and revision of the program</p>	<p>Did the faculty develop the systematic evaluation plan and how is it used to evaluate all components of the program? Report p. ____</p> <p>Is the evaluation of the 14 Board required policies evident in the written plan? [ref. 244 CMR 6.04 (3)(b)] Report p. ____</p> <p>Is the evaluation of all components of 244 CMR 6.04 evident in the written plan? Report p. ____</p> <p>How will faculty use aggregated and trended data to demonstrate program effectiveness in meeting program outcomes and guide program decision making? Report p. ____</p> <p>Does the systematic evaluation plan contain the following elements for identified program outcomes (including but not limited to: program administrator and faculty retention; NCLEX performance; complaints regarding the program; student admission, retention and graduation rates; graduate satisfaction; and employment</p>	<p>Systematic evaluation plan including all program components, BORN regulations, operating definitions, expected level of achievement, multiple strategies for data collection, established timelines (month/year) and responsible person or group. Report p. ____</p> <p>Faculty job description demonstrating that participation in systematic evaluation of all components of the program is part of the role responsibilities Report p. ____</p> <p>Systematic Evaluation Plan annual calendar Report p. ____</p>

	positions, rates and patterns): BORN regulations, operating definitions, expected level of achievement, multiple strategies for data collection, established timelines (month/year), responsible person or group, and analysis of the data to be collected? Report p. ____	
(i) Faculty shall: 1. provide instruction, advice and oversight; and 2. evaluate student acquisition of nursing competence.	<p>Will faculty be responsible for evaluating student achievement of nursing competencies in theory and clinical? Report p. ____</p> <p>Are measurable appropriately leveled course objectives established for each nursing course and each clinical rotation? Report p. ____</p> <p>Who will be responsible for evaluation of student achievement of nursing competencies in the clinical setting? Report p. ____</p> <p>How will program faculty evaluate student achievement of nursing competencies in theory and clinical? Report p. ____</p> <p>How are course outcomes and evaluation methods linked to the student learning outcomes? Report p. ____</p> <p>How will learning experiences provide the opportunity for students to achieve the identified nursing competencies?</p>	<p>Faculty job description (clinical and theory) demonstrating that evaluation of student achievement of nursing competencies is a component of the role responsibilities. Report p. ____ Table ____</p> <p>Methods to evaluate student achievement of Program competencies. Report p. ____</p> <p>Examples from course syllabi and outlines demonstrating how faculty evaluate student achievement of nursing competencies Report p. ____</p> <p>Table ____ demonstrating correlation of nursing course and clinical objectives. Report p. ____</p> <p>Chart or table demonstrating how course outcomes and evaluation methods are linked to the student learning outcomes Report p. ____</p> <p>Example of a clinical affiliation agreement demonstrating that faculty is responsible for student evaluation Report p. ____</p>

	<p>Report p. ____</p> <p>How will faculty ensure that evaluation methods are reliable and valid? Report p. ____</p> <p>How will novice nurse educators be mentored (e.g. curriculum, student evaluation of competencies, learning expectations, etc.)? Report p. ____</p>	<p>Systematic evaluation plan demonstrating that the student achievement of nursing competencies by faculty is evaluated on a regular basis. Report p. ____</p>
(j) The Administrator shall respond to Board requests for information	N/A	N/A
(k) The program shall, within seven business days, notify the Board in writing of a change in administrative personnel within the program, or a change in the chief executive officer of the parent institution, or both.	N/A	N/A
(l) The program shall have a written policy for the maintenance and retirement of school, faculty, student and graduate records.	<p>Does a written policy or policies identify how school, faculty, student and graduate records will be maintained? Report p. ____</p> <p>Does it include a timeframe, a process for retirement and records custodian? Report p. ____</p>	<p>The written policy that identifies contents and locations for the maintenance and retirement of school, faculty, student and graduate records. P. ____</p>
(m) The program shall publish information about the program including, but not limited to program approval and accreditation status, number of graduates in each class, the annual NCLEX pass rate for first time writers and transferability of credits from other educational institutions (transfer credit policy). The program shall	<p>Is the program's approval status and outcomes published? Report p. ____</p> <p>Where is this information published? Report p. ____</p>	<p>Table ____: Name, location and links to published current approval status in official publications Report p. ____</p> <p>Student brochures Website link: _____ Student handbook p. ____</p>

<p>ensure accuracy, consistency and integrity of the information about the program in its publications, including catalogs and websites.</p>	<p>How often is the published information reviewed?</p> <p>Report p. ____</p>	<p>Website link: _____</p> <p>College catalog p. ____</p> <p>Website link: _____</p> <p>Parent Institution and Program Website links: _____</p>
<p>2. Administrator, Faculty and Preceptor Qualifications.</p> <p>(a) Administrator. The Administrator of the program shall:</p> <ol style="list-style-type: none"> 1. hold a current Massachusetts Registered Nurse license in good standing; 2. possess an earned graduate degree in nursing; 3. develop and maintain competence appropriate to administrative responsibilities including, but not limited to: a. orientation and mentoring to the administrator role; b. knowledge of M.G.L. c. 112, §§ 74 through 81C and 244 CMR c. participation in professional development in nursing education such as certification, continuing education; and 4. possess a minimum of five years full-time nursing experience with at least three years full-time experience, or its equivalent, in nursing education in either: <ol style="list-style-type: none"> a. a nursing education program designed to prepare a graduate to practice as a Licensed Practical Nurse or a Registered Nurse; or b. a post-licensure graduate nursing education program. 	<p>What are the program administrator's credentials?</p> <p>Report p. ____</p> <p>How often will the MA RN license be verified?</p> <p>Report p. ____</p> <p>Does the program administrator hold a current MA unencumbered RN license?</p> <p>Does the program administrator have an earned master's degree in nursing or an earned entry level doctorate in nursing?</p> <p>Report p. ____</p> <p>Does the program administrator 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?</p> <p>Report p. ____</p> <p>How does the program administrator maintain expertise appropriate to administrative responsibilities?</p> <p>Report p. ____</p>	<p>Verification from the MA BORN website indicating that the Program Administrator holds a current MA RN license in good standing Report p. ____</p> <p>Administrator current curriculum vitae Report p. ____</p> <p>Transcript demonstrating that the program administrator possesses an earned master's degree or an entry level doctorate in nursing Report p. ____</p> <p>List of relevant professional development over the past three years. Report p. ____</p>
<p>(b) Faculty shall:</p> <ol style="list-style-type: none"> 1. hold a current Massachusetts Registered Nurse license in good standing; 	<p>How often will the MA RN license be verified?</p> <p>Report p. ____</p>	<p>Faculty job description Report p. ____</p>

<p>2. develop and maintain competence appropriate to teaching responsibilities including, but not limited to:</p> <ul style="list-style-type: none"> a. orientation and mentoring to the nurse educator role; b. knowledge of M.G.L. c. 112, §§ 74 through 81C and 244 CMR; c. participation in professional development in nursing education such as certification, continuing education; <p>3. 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(s) of clinical instruction; and 4. possess the following academic and experiential qualifications as appropriate to the faculty member's appointment:</p> <ul style="list-style-type: none"> a. faculty appointed to a Practical Nursing program shall possess: <ul style="list-style-type: none"> i. an earned baccalaureate degree in nursing; or ii. an earned graduate degree in nursing. b. faculty appointed to a Registered Nursing program, teaching the theoretical component of a nursing course, shall possess an earned graduate degree in nursing; c. faculty appointed to a Registered Nursing program, teaching the clinical or skills lab component of a nursing course, shall possess: <ul style="list-style-type: none"> i. an earned graduate degree in nursing; or ii. an earned baccalaureate degree in nursing and also meet at least one of the following: 	<p>How will the program support professional development? Report p. ____</p> <p>How will faculty be orientated to their role? How are new faculty mentored? Report p. ____</p> <p>How will faculty be evaluated for participation in professional development to ensure development and maintenance in nursing education? Report p. ____</p> <p>How does the program ensure academic and experiential qualifications? Report p. ____</p>	<p>Description of planned budget line item for faculty professional development. Report p. ____</p> <p>Description of plan to monitor professional development, academic and experiential qualifications. Report p. ____</p>
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<p>(i) be matriculated in a graduate nursing program with an expected graduation date within five years of the date of the appointment; or</p> <p>(ii) possess a related non-nursing graduate degree; or</p> <p>(iii) possess a current Nurse Education certification by a Board recognized certifying organization; or</p> <p>(iv) possess a minimum of five years full-time Registered Nurse experience within the last eight years, be mentored by faculty who possesses a graduate degree in nursing; and - have been appointed before January 6, 2023; or - be matriculated in a graduate nursing program within one year of appointment with an expected graduation date within five years of the date of matriculation; or - obtain a current Nurse Education certification by a Board recognized certifying organization within three years of appointment.</p>		
<p>(c) Preceptors shall:</p> <ol style="list-style-type: none"> 1. possess a Massachusetts nursing license in good standing or authority to practice under federal law, or both; 2. possess a minimum of one-year full-time experience in nursing, or its equivalent, within the last five years. 3. maintain competence in the clinical area precepting including, but not limited to, orientation and mentoring to the preceptor role; and 4. be educationally prepared at or above the level of the student. 	<p>How often will the MA RN license be verified? Report p. ____</p> <p>How will the program ensure preceptors have the academic and experiential qualifications? Report p. ____</p> <p>How will preceptors be oriented, mentored, and monitored in their preceptor role? Report p. ____</p>	<p>Description of planned evaluation of preceptors for academic and experiential qualifications. Report p. ____</p> <p>Description of orientation and mentoring plan for preceptors. Report p. ____</p> <p>Orientation/mentoring preceptor documents. Report p. ____</p>

	<p>Are the roles and expectations of preceptors clearly defined and communicated to preceptors? How is this information communicated?</p> <p>Report p. ____</p>	
<p>(3) Students. The program shall:</p> <p>(a) 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>Does the admission policy state that all candidates must provide satisfactory evidence of secondary school graduation or its equivalent?</p> <p>Report p. ____</p> <p>Does the program require compliance with the immunization requirements specified by the MA DPH?</p> <p>Report p. ____</p>	<p>Admission policy that states all candidates must provide satisfactory evidence of secondary school graduation or its equivalent</p> <p>Report p. ____</p> <p>Immunization policy that is compliant with the immunization requirements specified by the MA DPH.</p> <p>Report p. ____</p>
<p>(b) publish current policies which describe the specific nondiscriminatory criteria for admission; progression; attendance; academic integrity; use of social media; course exemption; advanced placement; transfer; advanced placement or transfer of military education, training or service for a military health care occupation; educational mobility; withdrawal; readmission; graduation; and student rights and grievances.</p>	<p>Does the program have policies which describe the specific nondiscriminatory criteria for admission; progression; attendance; academic integrity; use of social media; course exemption; advanced placement; transfer; advanced placement or transfer of military education, training or service for a military health care occupation; educational mobility; withdrawal; readmission; graduation; and student rights and grievances?</p> <p>Report p. ____</p>	<p>Provide all policies which describe the specific nondiscriminatory criteria for:</p> <p>Admission</p> <p>Progression</p> <p>Academic Integrity</p> <p>Attendance</p> <p>Use of Social Media</p> <p>Advance Placement</p> <p>Course Exemption</p> <p>Advanced placement or transfer of military education, training or service for a military health care occupation</p> <p>Transfer</p> <p>Educational mobility</p>

	<p>Will rubrics be used for any of the above policies? If so, please describe. Report p. ____</p> <p>How will the program ensure that the policies required by the Board are applied to all applicants and students in the same manner? Report p. ____</p> <p>How will the program ensure transparency in the implementation of the policies required by the Board? Report p. ____</p>	<p>Withdrawal Re-admission Graduation Student rights and grievances Report p.____</p> <p>Rubrics if being used Report p. ____</p> <p>Systematic evaluation plan demonstrating that the Board required policies are evaluated on a regular basis. Report p. ____</p>
(c) publish the common clinical placement requirements among the cooperating agencies; and	<p>Are the common clinical placements published? Report p.____</p> <p>Where are the clinical placements published? Report p.____</p>	<p>Name, location and links to published current clinical placements in official publications Report p. ____</p>
(d) provide opportunities for students to regularly participate in the development and evaluation of the program.	<p>Describe all anticipated opportunities for students to regularly participate in the development and evaluation of the program. Report p. ____</p> <p>How will the program gather student evaluation and feedback? Report p. ____</p> <p>How will the program use student feedback to develop and evaluate the program? Report p. ____</p>	<p>Systematic evaluation plan demonstrating that the opportunities for students to regularly participate in the development and evaluation of the program exist and that data will be used to make program changes on a regular basis. Report p. ____</p>

	How will evaluation findings be shared with faculty and students? Report p. ____	
(4) Curriculum. (a) Program faculty shall develop a nursing curriculum plan which shall provide a variety of learning experiences consistent with the program mission or philosophy, or both, and nursing education outcomes. The sciences, arts, humanities, M.G.L. c. 112, §§ 74 through 81C, and 244 CMR, and other foundations of the profession, shall be an integral part of the nursing curriculum plan, including experiences that promote the development of nursing judgment, leadership and management skills, and professional role socialization consistent with the level of licensure. This includes demonstration of the ability to delegate, supervise others, and provide leadership.	How is the curriculum developed by faculty? Report p. ____ Does the nursing curriculum plan provide a variety of learning experiences consistent with the program's mission or philosophy and objectives or goals? Describe. Report p. ____ Identify how science, arts, humanities and foundations of the profession are included in the curriculum? Report p. ____ Provide rationale for placement within the curriculum plan. How do these courses support the nursing courses? Report p. ____ Identify how the nursing curriculum includes experiences that promote the development of nursing judgment, leadership and management skills, and professional role socialization consistent with the level of licensure? Report p. ____	Table or chart ____ that demonstrates consistency between the philosophy, program objectives, curriculum plan, and student learning outcomes. Report p. ____ Curriculum plan inclusive of all courses Report p. ____ Faculty job description (clinical and theory) demonstrating that development of the nursing curriculum plan is a component of the role responsibilities. Report p. ____ Systematic evaluation plan demonstrating that the faculty evaluate the nursing curriculum plan on a Nursing Program Application Prepared in Compliance with 244 CMR 6.05(2) on a regular basis. Report p. ____ Table____ describing the nursing curriculum plan that includes nursing judgment, delegation, leadership, and supervision of others.
(b) The curriculum shall: 1. extend over a period of time sufficient to provide essential, sequenced learning experiences which enable a student to	Is the proposed program length sufficient to enable a student to develop nursing competence? Report p. ____	Table of credit/clock breakdown allocation. Report p. ____

develop nursing competence appropriate to the level of licensure and educational preparation.	How will courses be sequenced to enable a student to develop nursing competence? Report p. ____	
2. be based on an organized pattern of instruction consistent with principles of learning and educational practice with expected levels of achievement at defined points in the program.	<p>How will student learning outcomes be used to organize the curriculum? Report p. ____</p> <p>How will student learning outcomes guide learning activities and evaluation methods? Report p. ____</p> <p>How is the curriculum organized? (i.e. from simple to complex, general to specialties) Report p. ____</p> <p>What is the ratio of classroom to lab and clinical hours? Report p. ____</p> <p>How will the faculty ensure that the placement of clinical learning experiences corresponds to classroom instruction? Report p. ____</p>	<p>Matrix demonstrating progression of leveled course objectives to program objectives throughout the program. Report p. ____</p>
3. provide instruction in the discipline of nursing, appropriate to the level of licensure and educational preparation, with articulated student learning outcomes, and legal, ethical and professional responsibilities; and	<p>How is the curriculum developed to provide instruction validated as current, comprehensive, evidence-based, preparing graduates for safe, competent, entry-level practice? Report p. ____</p> <p>Does the curriculum include nursing care across the lifespan? Report p. ____</p>	<p>Table ____ Correlate the curriculum to current, comprehensive, evidence-based, practice that prepares graduates for safe, competent, entry level practice Report p. ____</p> <p>Comparative analysis of curriculum and current NCLEX Detailed Test Plan– both didactic and clinical. Report p. ____</p>

	<p>Does the curriculum include content relevant to national and local health care needs? How is content selected? Describe content. Report p. ____</p>	<p>Evidence of congruence of program objectives with the scope of practice of graduate Nursing Program Application Prepared in Compliance with 244 CMR 6.05(2) Report p. ____</p> <p>Are professional nursing guidelines used to determine evaluation of competencies and development of student learning outcomes? Report p. ____</p> <p>Systematic evaluation plan includes evaluation of the curriculum including comparison to NCLEX Test Plan, professional nursing guidelines, national and local health care needs on a regular basis Report p. ____</p>
4. be designed in accordance with generally accepted academic standards.	<p>How does the nursing program meet generally accepted standards and credit hours? Report p. ____</p>	<p>Curriculum plan Report p. ____</p> <p>Credit breakdown of required courses Report p. ____</p> <p>Systematic evaluation plan includes evaluation of the curriculum including length of time Report p. ____</p>
(5) Resources: The parent institution shall allocate resources to the program in a manner appropriate to meeting the program outcomes. The resources must be sufficient to allow the program to:		
(a) maintain an adequate number of full-time and part-time faculty and support personnel	<p>Will the program have an adequate number of full and part-time faculty and support personnel to meet the goals and outcomes? Report p. ____</p>	<p>Systematic evaluation plan includes evaluation of utilization of an adequate number of full-time, parttime faculty and support personnel on a regular basis Report p. ____</p>

	<p>What is the anticipated faculty staff ratio in the classroom, lab, and clinical? Report p. ____</p> <p>How many support personnel will be utilized by the program? Report p. ____</p> <p>How will the support personnel contribute to meeting the goals and outcomes of the program Report p. ____</p>	
<p>(b) develop written agreements with cooperating agencies utilized as clinical learning sites;</p> <p>1. Agreements shall be reviewed annually by both program and agency personnel.</p> <p>2. Agreements shall be current and specific in defining the responsibilities of the program and the cooperating agency.</p>	<p>Will written agreements with cooperating agencies be utilized? Report p. ____</p> <p>Will written agreements with cooperating agencies state responsibility of instructors for student in clinical? Report p. ____</p> <p>Will written agreements with cooperating agencies state that the agency is ultimately responsible for patient care? Report p. ____</p> <p>Will written agreements with cooperating agencies state that the program is ultimately responsible for students' education? Report p. ____</p> <p>Will written agreements with cooperating agencies provide for review by program and agency personnel? Report p. ____</p>	<p>Example clinical affiliation agreements Report p. ____</p> <p>Systematic evaluation plan ensures regular review of written agreements with cooperating agencies utilized as clinical learning sites on a regular basis. Report p. ____</p>

<p>(c) maintain student-faculty ratio in clinical practice, up to a limit of ten students to one faculty member (10:1);</p> <p>1. Faculty, in consultation with the cooperating agency, shall determine student-faculty ratio based on the student level of knowledge and skill, the complexity of the learning situations, student learning outcomes and the safety of the patient.</p> <p>2. In programs that include preceptor facilitated learning experiences, the program shall designate a faculty member who is responsible for coordinating the experience and evaluating student acquisition of competence. The designated faculty member shall determine the student-preceptor ratio, up to a limit of two students to one preceptor (2:1);</p>	<p>What is the anticipated student-faculty ratio in clinical practice for each nursing course? Report p. ____</p> <p>How will the program determine that ratio? Report p. ____</p> <p>What factors will be considered when making decisions about clinical assignments? Report p. ____</p> <p>Systematic evaluation plan demonstrates that clinical practice areas and student-faculty ratios are evaluated on a regular basis Report p. ____</p> <p>How will the program coordinate preceptor experiences? Report p. ____</p> <p>Does your program offer mentorship and orientation to preceptors? What does the mentorship/orientation plan include? Report p. ____</p>	<p>Systematic evaluation plan demonstrates that clinical practice areas and student-faculty ratios are evaluated on a regular basis. Report p. ____</p>
<p>(d) provide current and comprehensive learning resources developed with faculty input. These resources shall be available and accessible to students and faculty;</p>	<p>What learning resources will be available to students? Report p. ____</p> <p>What learning resources will be available to faculty? Report p. ____</p> <p>Will those resources be available to all nursing faculty and students?</p>	<p>Systematic evaluation plan demonstrates that learning resources are evaluated for currency, comprehensiveness and will be developed with faculty input. Report p. ____</p> <p>Table of learning resources available to students and faculty.</p>

	<p>Report p. _____</p> <p>How will learning resources be developed/chosen? Report p. _____</p> <p>How long will library holdings be maintained and retired? Report p. _____</p>	Report p. _____
(e) maintain appropriately designed and equipped physical facilities; and	<p>How will the physical facilities contribute to meeting the goals and outcomes of the program? Report p. ____</p>	<p>Systematic evaluation plan demonstrates that the physical facilities are evaluated on a regular basis Report p. ____</p>
(f) manage fiscal resources to maintain the program's financial health.	<p>Are fiscal resources appropriate to maintain the program's financial health? Report p. ____</p> <p>Will the allocation of fiscal resources be appropriate to meet the goals and outcomes of the program? Report p. ____</p>	<p>Program operational budget (3 years) Report p. ____</p> <p>Systematic evaluation plan demonstrates that the fiscal resources are evaluated on a regular basis Report p. ____</p>