



GENEVA
COLLEGE

*Nursing
Department*

BSN Nursing Program Student Handbook

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Welcome from the Director of Nursing

Welcome to the BSN Nursing Program at Geneva College. We are so excited that you have decided to join us as you begin preparing for your life's mission. The BSN program will build and expand on the RN competencies needed for you to lead change and positively affect healthcare, as well as, preparing you for graduate school.

The Nursing Program has assembled some resources to help you gain the most from your educational experience. This handbook will help you access and use available resources, however, faculty and advising staff can provide additional assistance if needed.

We realize that seeking a Bachelor of Science Degree in Nursing represents a significant commitment. Geneva College's mission is a Christ-centered academic community that provides a comprehensive education to equip students for faithful and fruitful service to God and neighbor. We hope your experience will be personally satisfying, as well as professionally stimulating and challenging.

Lynette Fair, MSN, Ph.D.(c), RN, NE-BC



Lynette Fair, MSN, Ph.D. (c), RN, NE-BC
Director of Nursing/Department Chair
Associate Professor
Science & Engineering 211C
Phone: 724.847.6707
Email: lfair@geneva.edu
3200 College Ave. Beaver Falls, PA 15010

Nursing Program Contact Information

Director of Nursing

Lynette Fair MSN, RN, NE-BC
Department Chair, Associate Professor
3200 College Avenue
Beaver Falls, PA 15010
Phone: 724-847-6707
Email: lfair@geneva.edu

Nursing Faculty

Chawndel Edmonds, DNP, MSN, RN, CMSRN-BC
Part-time Faculty Geneva
3200 College Avenue
Beaver Falls, PA 15010
Email: cledmond@geneva.edu

Kendra Detwiler, MSN, BSN, RN
Part-time Faculty Geneva
3200 College Avenue
Beaver Falls, PA 15010
Email: kjdetwil@geneva.edu

Geneva Nursing Program

The Geneva BSN Nursing program is a collaboration with the Community College of Beaver County (CCBC). Students are dual enrolled when taking clinical courses. New students will begin the nursing program with nursing pre-requisite courses and Geneva CORE courses. After successful completion of pre-requisite courses and clinical entrance exam, nursing students start clinical coursework. Nursing students spend three days a week completing class, lab, and clinical through CCBC and are enrolled in BSN coursework on the remaining days of the week. After completion of the CCBC associate degree, nursing students are eligible to sit for their NCLEX-RN exam. Students in their senior year complete all of the upper-level nursing bachelor courses and complete their CORE requirements. Students complete a nursing capstone their last semester and present their evidence-based practice proposal as a graduation requirement.

Why is the nursing program at Geneva beneficial?

- The BSN program at Geneva invites students to experience a vibrant college environment while studying nursing.
- Nursing students achieve an associate degree before their senior year. Students may have opportunities to work as graduate nurses while taking the NCLEX and completing their last year at Geneva College
- The program is streamlined so students are working toward their associate degree in nursing at CCBC and their bachelor degree in nursing at Geneva together.
- Once clinicals are successfully completed, students complete their BSN in two semesters.

Mission

The mission of the Division of Nursing at Geneva College is to prepare professional nurses at a bachelor's level of practice. We view nursing as a ministry of compassionate care for the whole person, in response to God's grace. We engage students in the inherent values of altruism, autonomy, dignity, integrity, and social justice as well as nursing leadership and professional concepts. We equip students to meet the challenges of professional nursing practice, their calling, and commitment to lifelong learning.

Philosophy and Values

The Geneva Nursing Program follows the Geneva College Foundational Concepts of Christian Education found in the College Catalog page 6. Education at Geneva College is firmly rooted in its Mission and Doctrinal Statements, Foundational Concepts of Christian Education, Aims, and Statement of Commitment. Relying on these statements as the appropriate points of departure, and acknowledging that our central interest is to understand the implications of a Christian worldview for all that we do, we desire that all students graduating from Geneva College will:

- 1) Worldview: Students can articulate the nature, strengths and weaknesses, and uses of worldviews, can use worldview analyses critically, articulate the critical elements of an evangelical, reformed Christian worldview.
- 2) Bible knowledge and Christian life: Students can articulate the essential Biblical truths of the Christian faith, have evaluated their own faith with respect to those truths, have considered the claims of Christ on their own life, and articulate their calling to participate biblically in relationships, family, church and vocation.
- 3) Communication: Students communicate clearly, responsibly, and with integrity in written and oral forms, and evaluate the written, oral and artistic communications of others based on the same criteria.
- 4) Liberal Arts and Critical Thinking: Students demonstrate value in developing the lifelong learning skills necessary to critically respond to world-shaping intellectual and artistic works and complement those skills with lifelong habits that nurture physical, mental and emotional well-being.
- 5) Cultural Engagement: Students offer analyses of both historic and current causes and effects of contemporary cultural issues and consider active participation in civic life as shaped by principles of Biblical justice.
- 6) Professional: Students acknowledge that all vocations are arenas for honoring God and demonstrate competency in the essential skills, literacies, data, theory, and methods of their major field to a professionally recognized standard for a graduate and sufficiently for their vocational calling.

(Adopted by the Geneva College Faculty Senate, 2010.)

Accreditation

Geneva College Bachelor's Degree in Nursing (RN-BSN) program is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC 20037, 202-909-2526

CCBC holds accreditation through Accreditation Commission for Education in Nursing (ACEN) for their ADN program, located at 3343 Peachtree Road NE, Suite 850, Atlanta GA, 30326

End of Program Learning Outcomes

The generalist nurse practices from a holistic and caring framework. Holistic nursing care is comprehensive and focuses on the mind, body, and spirit as well as emotions. The roles for the baccalaureate generalist nurse are derived from the discipline of nursing and include provider of care, designer, manager, coordinator, and member of the profession. Nursing generalist practice includes both direct and indirect care for patients, which includes individuals, families, groups, communities, and populations. Additional concepts of Essentials in professional nursing are clinical judgement, communication, compassionate care, diversity, equity, and inclusion, ethics, evidence-based practice, health policy, and social determinants of health (American Association of Colleges of Nursing, 2008; American Association of Colleges of Nursing, 2021).

Upon completion of the BSN program, graduates will:

1. Integrate knowledge, skills, and values from the liberal arts to develop a usable understanding of cultural heritage of mankind, presented from a Christian point of view.
2. Apply leadership concepts, skills, and decision making in the provision of high-quality nursing care, healthcare team coordination, and the oversight and accountability for care delivery in a variety of settings.
3. Evaluate and utilize research findings to facilitate critical thinking, clinical reasoning and clinical judgment in Evidence-Based Practice.
4. Utilize technologies to deliver high-quality care within a variety of systems.
5. Articulate knowledge of policy, finance, and regulatory environments including local, state, national and global healthcare trends.
6. Engage in ethical reasoning and actions to provide leadership promoting advocacy, collaboration, and social justice as a socially responsible citizen.
7. Facilitate collaboration/communication within an interprofessional system to improve patient outcomes.
8. Embrace the inherent values of altruism, autonomy, dignity, integrity, and social justice through professional nursing practice.
9. Provide appropriate patient care across the lifespan in complex environments using a variety of resources.
10. Promote the image of nursing by modeling the values and articulating the knowledge, skills, and attitudes of the nursing profession.
11. Design nursing care within a Christian framework by integrating the mission and philosophy of Geneva College into individual practice.

(Language utilizes American Association of Colleges of Nursing, Essentials of Baccalaureate Education for Professional Practice, 08 and The Essentials Core Competencies for Professional Nursing Education, 21) Revised 11/2009, Revised 8/2014, Revised 10/2018, Revised 4/2021

RN to BSN Nursing Program Academic Policies

Geneva College Catalog

The Geneva College Nursing Program follows all Academic Policies as written in the Geneva College Catalog and Student Handbook. Please refer to these publications as reference.

Standards of Conduct

All Geneva Nursing Students are to adhere to the Geneva College codes of conduct in the Geneva Student Handbook found at <https://www.geneva.edu/student-life/vp/student-handbook>

Academic Integrity Statement

Please refer to the College Catalog for policies and procedures related to academic dishonesty.

Academic Standards: enrolled in the CCBC Associate Degree

All Geneva Nursing Majors must achieve a C or better in all Associate Degree CCBC required courses. If a student is unable to continue in the CCBC program due to academic deficiencies, the student may have the opportunity to continue general studies and re-apply for entrance into clinical courses. Students must abide by CCBC standards for readmission to clinical courses. Students are welcome to enroll in another degree program at Geneva College if they meet academic standards. Students must complete the pre-requisite standards for clinical entrance. The Geneva student may be readmitted to the Nursing Program at Geneva after successfully completing CCBC coursework and restoring any GPA requirements.

By special permission only, the student may be approved to register for NUR 330 and NUR 350 before readmission to the Nursing program. Students will not be permitted to register for NUR 300 or NUR 301 when not enrolled in CCBC clinicals.

Students must successfully pass their NCLEX in order to register for NUR 490. As each student's plan of study may be different, students should consult with the Nursing Director and Student Financial Services prior to making decisions about their degree plan.

Student Academic Difficulty

All Nursing students must successfully pass all the courses within the degree requirements and complete the Clinical Capstone to graduate from the BSN Nursing program. The Geneva Nursing Program follows all Geneva College academic standing and continuation policies found in the College Catalog.

Academic Grievance Procedure

The Nursing program adheres to the academic grievance procedure as established in the Geneva College Catalog. Students are to refer to the College Catalog.

Geneva College Nursing Vaccination/Exemption Policy

Geneva College nursing program is a dual enrolled BSN program which collaborates with the local community college where students achieve their RN. Geneva College does not require vaccines for the general population of students. However, nursing students are required to show proof of vaccination or exemption to the community college where they are dual enrolled.

For Capstone hours where students are completing 126 hours with a Master's prepared preceptor, students are required to follow hospital and health system policies for proof of vaccination.

It is the policy of the Nursing Department at Geneva to keep a record of vaccination or exemption for students in their Capstone.

Exemption is accepted from a licensed practitioner stating either medical reason for exemption or religious reason for exemption. However, if hospitals or health systems require students to apply individually for exemption, students will comply.

Geneva Nursing students comply with all hospital or health system vaccination requirements for students and on-site experiential learning activities.

Academic Success

Nursing Program Grading Scale

Geneva College Nursing program follows the Geneva College Grading scale-located in the Geneva College Catalog. All grading policies follow the College Catalog.

Geneva Grading Policy	
Percentage	Letter Grade
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
<60	F

Grade	Evaluation	Points per hour
A+	Excellent (Plus)	4.0
A	Excellent	4.0
A-	Excellent (minus)	3.7
B+	Good (plus)	3.3
B	Good	3.0
B-	Good (minus)	2.7
C+	Satisfactory (plus)	2.3
C	Satisfactory	2.0
C-	Satisfactory (minus)	1.7
D+	Poor (plus)	1.3
D	Poor	1.0
D-	Poor (minus)	.7
F	Failure (no credit)	0
IN	Incomplete	
IP	In progress	
CR	Credit (CR/NC option)	
NC	No Credit (CR/NC option)	
WX	Withdrawal before judgment could be formed	
WP	Withdrawal, passing	
WF	Withdrawal, failing	
AU	Audit (no credit)	

****Please note that CCBC courses will follow all CCBC grading policies. Grades will be transferred to Geneva transcripts as a letter grade only.***

CCBC Grading Scale –

All Nursing Courses: Theory:

92 – 100 A

83 – 91 B

74 – 82 C

60 – 73 D

Less than 60 - F

Clinical: Satisfactory or Unsatisfactory

****There will be no rounding of percentages used to determine final grades.**

A student must earn a grade of C or better in each course in the nursing program to continue in the program.

Academic Advisor

The advisors in the Nursing Program look forward to building a strong relationship with our students.

All students will meet with the Department Chair or designated advisor who should be consulted regarding questions or concerns about courses, experiences, and/or career options.

Consult with your assigned advisor to learn how best to communicate with him/her throughout the year. Some options may include

- Open Walk-In Hours: Walk-ins are used for quick questions and are on a first-come, first served basis. The Department Chair will notify you if/when open walk in-hours are offered.
- Schedule an appointment: An appointment allows time to discuss more in-depth issues such as transitioning to college, minors or certificates, academic difficulty, etc. You can schedule an in-person or phone appointment with your advisor.
- Send an email or call your advisor directly. This is an option if you have a quick question. Please remember that your advisor may be in meetings, working with other students, or out of the office and might not be able to respond immediately. Allow your advisor time to return your email or phone call. If you are sending multiple emails or calling frequently, it may be best to schedule an in-person appointment.
- All Nursing Students will meet with the Department Chair or designated advisor at least once during the semester to review the nursing degree plan and scheduling of the following semester classes. Most times these advising appointment will occur around mid-term. Nursing students will be notified when to sign up for schedule advising meetings.

Nursing Academic Requirements

The Geneva BSN Entrance Requirements:

- Accepted into Geneva Nursing Program
- Geneva CORE Study 1 Requirements (56-58 credits)
- 1 semester college level General Chemistry with lab (4 credits)
- 2 semesters college level Anatomy & Physiology with lab (8 credits)
- 1 semester college level English Composition (3 credits)
- 2 semester college level Psychology (6 credits)
- 1 semester college level Pharmacology (3 credits)
- SOC 120 Society (3 credits)
- MAT 105 Elementary Statistics (3 credits) *New Freshmen Fall 2020*
- NUR 300 Nursing Seminar (1 credit) *New Freshmen Fall 2020*
- NUR 301 Nursing Seminar (1 credit) *New Freshmen Fall 2020*
- NUR 310 Healthcare Informatics or CCBC HSCI 203 (3 credits)
- NUR 330 Called to Care-Worldview of Nursing (3 credits)
- NUR 350 Nursing Research & Scholarship (3 credits)
- NUR 420 Contemporary Nursing-Leadership (3 credits)
- NUR 440 Population Health (3 credits)
- NUR 490 Nursing Capstone (6 credits)

Any students that have not completed the entrance requirements will be expected to complete these courses at Geneva College prior to completing the BSN degree.

BSN Nursing students will be required to successfully complete all CCBC course credits to complete the Associate Degree in Nursing and Pass the NCLEX exam. Students will not be allowed to take the NUR 490 Clinical Capstone prior to successfully graduating from Community College of Beaver County (CCBC), passing the NCLEX and achieving their RN license.

Study Abroad Capstone Option

Should schedules allow, nursing students have the option to choose a study abroad option to complete their NUR 490 capstone experience. This option must be identified and developed prior to Junior year at Geneva college to plan coursework accordingly. Also, students must pass their NCLEX prior to starting NUR 490 and their study abroad courses. Students will also need to fill out additional paperwork required by Geneva and apply directly to Living and Learning International. The study abroad option is in Ecuador and students are required to complete their select Geneva and Living and Learning International courses successfully to graduate. Study abroad capstone options will occur spring semester of senior year. Students are encouraged to discuss financial options with student financial services and Crossroads.

Nursing Recommended Academic Plan- New Freshmen Fall 2021

Four Year Advising Plan Nursing (8.8.22)

Student ID:

Name:

Total Credits Completed/IP

0

Total Credits Required

126

Total Credits Completed

Year 1		
Fall	Credits	Grade
NUR 100 Pre-Nursing Seminar	1	
BIO 120 Fundamentals of A & P 1 (Note 1,3)	4	
CHM 111 General Chemistry (Note 2)	4	
ENG 101 English Composition (Note 1)	3	
BIB 112 Biblical Introduction I	3	
PED 103 Physical Fitness	1	
Credits	16	0

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Year 1		
Spring	Credits	Grade
BIO 121 Fundamentals of A&P 2 (Note 1,3)	4	
HUM 103 Invitation to the Humanities (Note 1)	3	
BIB 113 Biblical Introduction II	3	
PSY 201 Intro to Psychology (Note 1,3)	3	
COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
Credits	16	0

Year 2		
Fall	Credits	Grade
NURS 170 Nursing I (Clinical) (Note 1)	7	
BIOL 215 Microbiology (Note 1)	4	
NUR 300 Nursing Seminar	1	
PSY 250 Life Span Development (Note 1)	3	
Credits	15	0

Year 2		
Spring	Credits	Grade
NURS 171 Nursing II (Clinical) (Note 1)	7	
NUR 310 Health Care Informatics (HSCI 203)	3	
MAT 105 Elementary Statistics	3	
HUM 203 Making the West	3	
Credits	16	0

Summer	Credits	Grade
NURS 270 Nursing III (Note 1)	4	
HSCI 202 Pharmacology - (Online)	3	
Credits	7	0

Year 3		
Fall	Credits	Grade
NURS 275 Nursing IV (Clinical) (Note 1)	10	
CIST 100 Intro to Information Technology (Note 1)	3	
SOC 120 Society (Note 1)	3	
NUR 301 Nursing Seminar	1	
Credits	17	0

Year 3		
Spring	Credits	Grade
NURS 276 Nursing V (Clinical) (Note 1)	10	
NURS 278 Community Health Nursing (Note 1)	2	
HUM 303 Perspectives	3	
Credits	15	0

Year 4		
Fall	Credits	Grade
POL 352 Great Issues in Politics	3	
NUR 330 Called to Care	3	
NUR 350 Research & Scholarship	3	
BIB 300 Worldview	3	
Credits	12	0

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Year 4		
Spring	Credits	Grade
NUR 420 Contemporary Nursing	3	
NUR 440 Population Health	3	
NUR 490 Clinical Capstone	6	
Credits	12	0

Notes

1. Requirements that must be completed with an earned grade of C- or better
2. Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
3. Must be completed before NURS 170
4. PHI 100 or COM 101 may be used.

Nursing Recommended Academic Plan- Prior to Fall 2020

Four Year Advising Plan Nursing (8-19-19)

Student ID:	Name:																																																			
	Total Credits Completed/IP 0																																																			
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Notes

1. Requirements that must be completed with an earned grade of C- or better
2. Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
3. Must be completed before NURS 170
4. PHI 100 or COM 101 may be used.

Nursing Recommended Academic Plan-Study Abroad Capstone

Four Year Study Abroad Advising Plan Nursing (7-26-21)

Student ID:			Name:		
Total Credits Completed			Total Credits Completed/IP		
			Total Credits Required		
Year 1			Year 1		
Fall	Credits	Grade	Spring	Credits	Grade
NUR 100 Pre-Nursing Seminar	1		BIO 121 Fundamentals of A&P 2 (Note 1,3)	4	
BIO 120 Fundamentals of A & P 1 (Note 1,3)	4		HUM 103 Invitation to the Humanities (Note 1)	3	
CHM 111 General Chemistry (Note 2)	4		BIB 113 Biblical Introduction II	3	
ENG 101 English Composition (Note 1)	3		PSY 201 Intro to Psychology (Note 1,3)	3	
BIB 112 Biblical Introduction I	3		COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
PED 103 Physical Fitness	1				
Credits	16	0	Credits	16	0
Year 2			Year 2		
Fall	Credits	Grade	Spring	Credits	Grade
NURS 170 Nursing I (Clinical) (Note 1)	7		NURS 171 Nursing II (Clinical) (Note 1)	7	
BIOL 215 Microbiology (Note 1)	4		CIST 100 Intro to Information Technology (Note 1)	3	
NUR 300 Nursing Seminar	1		MAT 105 Elementary Statistics	3	
PSY 250 Life Span Development (Note 1)	3		HUM 203 Making the West	3	
Credits	15	0	Credits	16	0
Summer					
NURS 270 Nursing III (Note 1)	4				
HSCI 202 Pharmacology - (Online)	3				
Credits	7	0			
Year 3			Year 3		
Fall	Credits	Grade	Spring	Credits	Grade
NURS 275 Nursing IV (Clinical) (Note 1)	10		NURS 276 Nursing V (Clinical) (Note 1)	10	
NUR 310 Health Care Informatics (HSCI 203)	3		NURS 278 Community Health Nursing (Note 1)	2	
SOC 120 Society (Note 1)	3		HUM 303 Perspectives	3	
NUR 301 Nursing Seminar	1				
Credits	17	0	Credits	15	0
Year 4			Year 4		
Fall	Credits	Grade	Spring	Credits	Grade
POL 352 Great Issues in Politics (T/H am)	3		LLT Spanish	3	
NUR 330 Called to Care (Online)	3		LLT 250 or 350 Ecuador History & Arts	3	
NUR 350 Research & Scholarship T 12:30-15:20	3		LLT Internship w/NUR 490 Clinical Capstone	6	
NUR 420 Contemporary Nursing (online)	3		LLT Worldview & Global Religions (for BIB 300)	3	
NUR 440 Population Health (online)	3				
Credits	15	0	Credits	15	12

Notes

- Requirements that must be completed with an earned grade of C- or better
- Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
- Must be completed before NURS 170
- PHI 100 or COM 101 may be used.

Courses being delivered by Community College of Beaver County (CCBC)

Geneva College Core

Geneva Nursing Major Requirements

Italicized Courses are Required for CCBC Associate Nursing

Nursing Course Requirements and Course Descriptions

NUR 100 Pre-Nursing Seminar (1) This course is a one-credit hour academic core course requirement for first-time freshmen nursing students during the fall semester of their first year. Geneva College helps students succeed by focusing on the characteristics responsive to transformation: promoting higher levels of academic, interpersonal, and intrapersonal performance within a college environment. To accomplish this goal, students will develop a valuable perspective of college while concurrently developing skills useful in navigating college life and preparation into the nursing field. Introduction to a career in nursing, test taking strategies, nursing math support, and general science overviews to assist with HESI test preparation. In effect this course explores the topic of college as its primary subject to help students thrive in this newly discovered context. This class is a graduation requirement for all incoming nursing freshmen, it is not required but is recommended for honors and transfer students. Fall semester.

NUR 300 Nursing Seminar (1) This course is designed to offer students a guided opportunity to discuss and enhance the nursing student's learning. This forum will focus on relevant issues to the nursing student in practice. The seminar will serve to deepen the student's vision of the Christian Worldview in relation to secular society. Prerequisite: Nursing Major. Co requisite: Enrolled in CCBC Nursing Program. Offered Fall Semester

NUR 301 Nursing Seminar (1) This course is designed to enhance the nursing student's understanding of patient safety, quality improvement processes, and communication within multidisciplinary teams. This forum will focus on relevant issues to the nursing student in practice and key health care quality processes. Offered: Fall Semester

NUR 310 Health Care Informatics (3) This course is designed to provide students with concepts about information technology by demonstrating skills such as basic computer literacy, acknowledging reliable internet resources and integrating patient care technologies into safe health care practice. Students considering nursing or other healthcare careers will benefit from the information provided. Equivalent to CCBC HSCI 203. Prerequisite: Enrolled in Geneva College Nursing Major.

NUR 330 Called to Care- A Worldview of Nursing (3) NUR 330 Called to Care- A Worldview of Nursing (3) This course will seek to discuss and explain the role of a Christian nurse. This course will define nursing for today based on historically and theologically grounded understanding of the "nurse's call". A focus on the ministry of compassionate care with a holistic perspective. This course will engage the student with nursing ethics, ethical reasoning and actions, promoting advocacy, and social justice in the context of a Christian worldview. Prerequisite: Declared Geneva College Nursing Major, completed CCBC nursing program. Offered Fall semester.

NUR 350 Nursing Research and Scholarship (3) This course is designed for the BSN student and focuses on the cognitive and professional skills of nursing research and theory. The cognitive skills emphasized include critical thinking, problem solving, research critique, and theory utilization in professional nursing practice. This course examines essential concepts, principles and techniques utilized in scientific inquiry. The research process is systematically introduced with an emphasis on its application to nursing practice. Reading and critique of current nursing research is a central activity during this course. Students are assisted in the development of a realistic research proposal.

NUR 420 Contemporary Nursing-Leadership and Management (3) This course will provide the student of nursing practice to understand the complex issues facing today's healthcare systems. This course will provide practical solutions for implementing strategies from direct patient care level to that of the National legislative arena with a goal of improvement of patient care, the health-care system and nursing as a profession. Looking at nursing from a historical perspective to today's trends and issues that have effect on patient care and patient outcomes. Every nurse has the necessity to lead and manage within the realm of practice. From nursing theory to roles, budget, communication, delegation, staffing, to care delivery models a deeper understanding of basic leadership and management principles will help in decision making ability for quality improvement and patient safety. Prerequisite: Declared Geneva College Nursing major, completed CCBC nursing program and successfully passed the NCLEX. Offered Spring semester.

NUR 440 Population Health (3) This course addresses population focused health promotion and disease and injury prevention based on determinants of local, national, and global health, including lifestyle, environmental, cultural, and genetic factors. Population Health provides students with an overview of health and wellness regarding populations. It is designed to help students understand the importance of health promotion in populations, how policy and reform impacts populations, how the use of health education and marketing improves health and wellness, and trends for the future of population health. Prerequisites: Declared Geneva College Nursing Major, completed CCBC nursing program Offered: Spring semester.

NUR 490 Nursing Clinical Capstone (6) The Nursing Clinical Course will build upon and synthesis knowledge gained through previous learning. The student will be selecting a problem of interest and using the skills obtained in their Research course to create an evidence-based plan. Students will be working with a community, acute or abroad setting to explore their area of interest under the direction of an approved preceptor or director. As a Christian College, we believe our students come to campus with a Mission, this course can offer the Nursing Student an opportunity to travel to places in the World that are less fortunate to experience what Mission's Nursing could mean for them. Prerequisite: Declared Geneva College Nursing Major, completed CCBC nursing program, RN licensure, NUR 330 and NUR 350. Spring semester.

Geneva BSN Frequently Asked Questions (FAQs)

If I am accepted to Geneva as a Nursing Major, am I automatically accepted into CCBC Associate Degree Program? No

Because of entrance requirements for CCBC, you must take a clinical entrance exam and pass with a 58.7% or greater to be considered for the Associate Degree Program. If you do not pass the clinical entrance exam you will not be allowed to continue as a Geneva Nursing Major.

Students must pass the entrance exam with an overall 58.7% or greater to be considered for the CCBC associate degree program.

What courses need to be completed before Year 2?

Anatomy & Physiology I & II	Invitation to the Humanities (HUM 103)
General Chemistry	Bible Introduction I & II
English Composition	Psychology 201
NUR 100 Pre-Nursing Seminar	Intro to Com or PHI 100 Critical Thinking

When is the Clinical Entrance Exam and how do I register?

CCBC will visit Geneva close to Midterms, Fall of Freshman Year. CCBC will give all nursing majors an application packet to complete by the end of October. A schedule for Exams 1 & 2 will be given to the nursing majors to select test dates. In the past, testing has occurred in the first week of December and around the third week of January. Nursing majors can choose to test twice and CCBC will take the highest test score out of the two.

How do I purchase textbooks for my CCBC classes?

<https://ccbc.bncollege.com/shop/ccbc/page/find-textbooks>

Can I purchase a meal plan with fewer meals?

Since you will be enrolled in more than 7 credits at an off-campus location this fall, you are eligible for a flex or 7-meal plan option in addition to the 14- and 21-meal plan options. Anyone interested in enrolling in the 7-meal plan, should contact Bridgette Hinzman at bhinzman@geneva.edu. Keep in mind that Pioneer will provide meals-to-go in situations where you may be away from campus. For example, you could request a packed lunch to take with you in the morning before you leave campus for CCBC on class days. Please turn in the meals to go form Pioneer College Caterers 24 hours in advance.

What is Required for the CCBC Summer Session?

Students will have a mandatory summer session for CCBC clinicals and coursework. This session occurs between the first and second clinical years. Typical credits for the summer session is approximately 7 credits but is subject to change.

How do I pay for the Summer Session?

Summer session tuition is not included in your spring semester financial aid. Summer courses are extra. **You are responsible for Summer fees.** Nursing Majors will pay Geneva prices for summer courses and housing if needed for the 6-7 weeks required clinicals. Please refer to the Geneva Tuition and Fees webpage for all current summer tuition and housing costs.

<https://www.geneva.edu/student-financial-services/tuition-costs-billing/tuition-costs>

Taking 7 credits in the summer session allows students the option of applying for private student loans to cover the summer costs. Please contact student financial services to discuss loan processes.

How do I complete Chapel credits while I am in clinicals?

Nursing students apply for Chapel exemption during the semesters they are enrolled in clinical courses. Students are not penalized or required to make up Chapel attendance.

CCBC Clinical Specific

When are my physical forms, titer results, clearances due?

Before the start of Fall classes. Turn copies into CCBC.

CCBC has classes when Geneva does not. Can I move onto campus early? Yes for fall semester

How do I arrange for that? Contact Bridget Hinzman at bhinzman@Geneva.edu to make special arrangements

Do I need a vehicle? Yes, for clinicals, you will need a vehicle.

Where can I eat on CCBC's campus? CCBC has a full cafeteria to purchase breakfast and lunch. You may also pack a meal and store it in a designated refrigerator. Foods must be labeled and taken out at the end of each day. Refrigerators are cleaned out nightly. All left over food will be removed.

Will I be reimbursed for gas? No, students are responsible for gas and transportation. Some students ride-share but you are not guaranteed to be assigned with the same students each semester.

RN to BSN Program Clinical Capstone Requirements

Clinical Capstone Guidelines

The capstone will include an experiential learning opportunity that will be guided by a preceptor in your area of interest and will help you to gain experience in various nursing roles within the healthcare environment. In collaboration with your preceptor, you should select a project or learning experience which will help you become more proficient in the area of interest.

The capstone experience requires **126 clock hours** (average 9 hours/week). You are responsible for selecting an appropriate agency and a preceptor and ensuring that the agreements are signed and sent to the Capstone Coordinator (Nursing Department Chair). The selection and contract must be approved by the Capstone Coordinator. You will not be eligible to enroll in the Capstone course until the required documentation is submitted.

Examples of Capstone Experiences sites:

- Colleges and Universities
- Hospitals
- Schools
- Home health facilities
- Healthcare clinics
- Hospice
- Extended care facilities
- Health departments

Student Responsibilities:

1. Submit a copy of your nursing license to the Capstone Coordinator (Department Chair). If your state no longer issues paper licenses, simply go to your state board of nursing's website and verify your license. You can then save a copy and fax or email it to the Capstone Coordinator.
2. Some facilities require students to provide proof of their own liability insurance. ONLY students completing capstone at these facilities must purchase professional liability insurance. You can purchase insurance through the provider of your choice, or you can purchase it through www.nso.com. Amount of coverage should be based on the requirements of your facility. Submit a copy of your certificate of insurance if necessary, to the Capstone Coordinator.
3. BSN Nursing Majors:
 - a. Students will need to complete off-campus studies information to the Crossroads department for the Capstone Hours. Student will be asked to complete information in the Operoo system. Key information required includes Capstone site, preceptor information, emergency contact or other relevant information.
 - b. Complete all the clearances required when accepted to CCBC.
 - c. Geneva College must be given copies of all 3 clearances prior to start of CCBC Clinicals
 - d. Background checks will be kept on file for the NUR 490 Clinical Capstone

- e. If disruption in schooling, out of the nursing program for longer than 1 semester, background checks will have to be completed again
4. Ensure that your agency/preceptor submits documents to the Capstone Coordinator. These documents include:
- Clinical site affiliation agreement (found in facility packet)
 - Preceptor Agreement Form (found in facility packet)
 - Preceptor résumé or Curriculum Vitae, (Showing Masters Prepared Nurse)
 - Verification of preceptor's nursing license

Clinical Capstone Facility Agreement

Agency Responsibility:

In order for you to complete your capstone with a facility, there must be a legal agreement between Geneva College and the agency that enables you to complete your capstone experience at that particular facility. The Agency Affiliation Agreement Form is to be signed by the appointed staff member of the agency where you will complete your capstone experience. Please check with the nursing education department at your facility to verify the appropriate individual to sign this agreement. It is your responsibility to have this agreement signed prior to the start of the capstone course. You will not be able to start your capstone experience without all forms being complete.

- Once the Affiliation Agreement (found in facility information packet) has been signed by the facility, return it via email to Lynette Fair, Department Chair, Capstone Coordinator Lrfair@geneva.edu
- If the agency has any questions or desires to use a different affiliation agreement, please have them contact Lynette Fair, Lrfair@geneva.edu or 724-847-6707.

Criteria for Selection of a Preceptor

Geneva prefers that you do your capstone outside of your workplace. Students are to select an agency that will help expand knowledge in the bachelor's prepared nursing role after graduation. Students may, with approval of the Capstone Coordinator, complete their capstone experience where they work, provided it: (1) is done outside of the normal working hours, (2) is different than the regular work setting(s), and (3) does not involve their immediate supervisor.

When approaching a facility to request a capstone placement, it is advised that you first contact someone in the Nursing Education Department or ask to speak to the individual who coordinates student clinical experiences. These individuals will be able to guide you through the processes at that facility to secure your capstone placement and will help to ensure that all forms are completed and signed by the appropriate individuals. If your chosen facility does not have a nursing education department or a student clinical coordinator, please ask your chosen preceptor or another individual in that facility who the appropriate person would be to assist you in capstone placement.

Preceptor Role and Responsibilities:

The preceptor is a role model for you. You will learn by observing, analyzing, and questioning the preceptor's style of practice, interactions with clients and colleagues, and the demands of the nursing profession. The preceptor will work closely with you in selecting a project that will be beneficial to you and the agency. (You will need to obtain approval of your project topic from your capstone instructor). The preceptor will also provide feedback and recommendations to the student during capstone.

Qualifications for Preceptor

- Minimum of a Master's degree in nursing
- Has the time and desire to mentor you
- Employed for a least one year in an accredited/certified agency with an affiliation agreement (or willing to sign an agreement) with Geneva College
- Agrees to precept only one student per term
- Agrees to fulfill responsibilities assigned to preceptor

Forms to be Completed by Preceptor

- Sign the preceptor agreement form and return via email to Lynette Fair, Lrfair@geneva.edu
- Email Lrfair@geneva.edu RN license or license verification and current CV/Résumé
- Complete student evaluation (at the end of capstone) and return it to the student to submit to the capstone course faculty.
- Verify time tracking form (at the end of capstone) and submit it to the capstone course faculty.

Role of the Geneva's Capstone Coordinator

- Provide the materials to help prepare you for the capstone experience
- Serve as a resource for facilities that have questions regarding Geneva requirements or the affiliation agreement
- Serve as a resource for preceptors who have questions regarding capstone requirements
- Verify all documents submitted prior to capstone
- Provide support and assistance in rare situations in which students are unable to locate their own clinical site and/or preceptor
- Verify documents submitted during the capstone experience