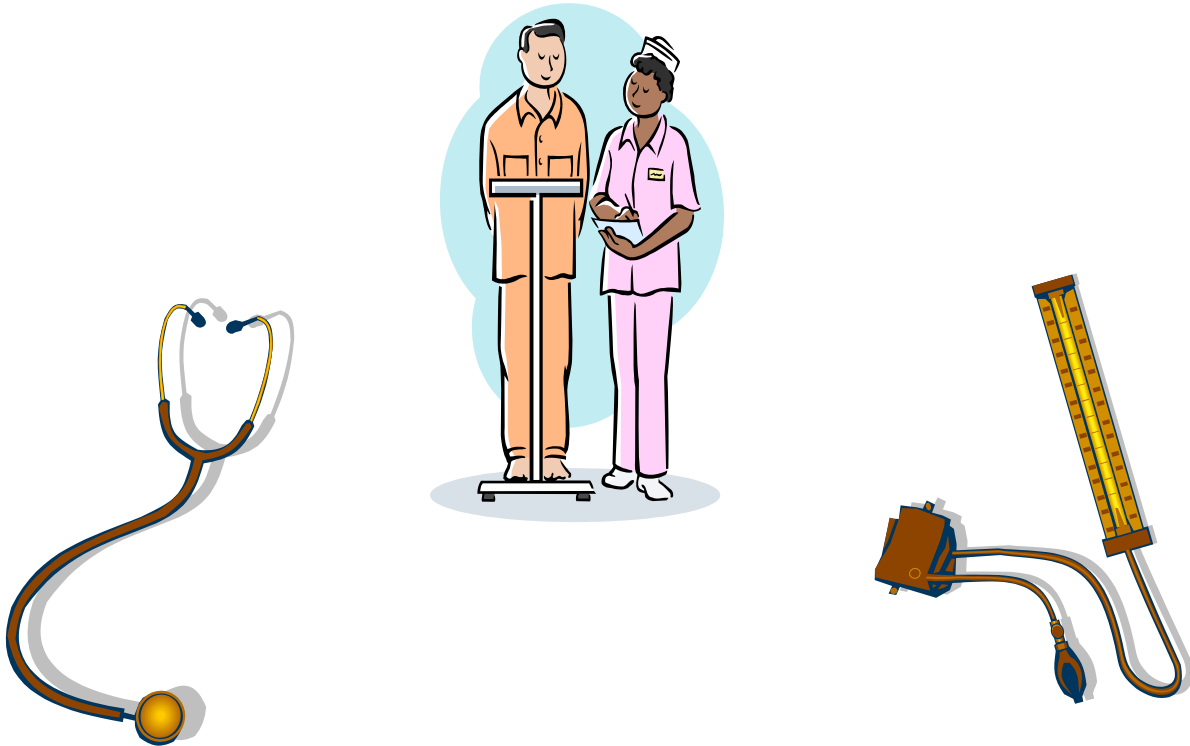


# Department of Nursing

## Millersville University



### Masters of Science in Nursing Handbook 2009-2010

Millersville University Department of Nursing is accredited by:

National League for Nursing Accrediting Commission  
61 Broadway  
33<sup>rd</sup> Floor  
New York, NY 10006

# **INDEX**

WELCOME

PHILOSOPHY

GRADUATE PROGRAM GOALS AND STUDENT LEARNING OUTCOMES

ORGANIZING FRAMEWORK

CURRICULUM STRANDS

PROGRAM OUTCOMES ASSESSMENT

POLICIES AND PROCEDURES

ADMISSION AND PROGRESSION POLICIES

INFORMATION RELATED TO CLINICAL PRACTICE

APPLYING FOR BACKGROUND CHECKS

NURSING SCHOLARSHIP AND AWARDS

FAMILY NURSE PRACTITIONER OPTION

REQUIREMENTS FOR ADMISSION

CORE COURSES

SUGGESTED SEQUENCE

NURSING EDUCATION OPTION

REQUIREMENTS FOR ADMISSION

CORE COURSES

SUGGESTED SEQUENCE

NURS 698 SCHOLARLY PROJECT

PROJECT INFORMATION AND SUGGESTIONS

GUIDELINES FOR COMPLETION OF PAPER

FACULTY RESEARCH INTERESTS AND EXPERTISE

DEPARTMENT OF NURSING FACULTY

APPLICATION FOR CERTIFICATION AS A CERTIFIED REGISTERED NURSE  
PRACTITIONER

IMPORTANT STUDENT LINKS

DEPARTMENTAL FORMS (links coming soon)

VERIFICATION OF STUDENT UNDERSTANDING

## **WELCOME**

Welcome to the MSN program of Millersville University. Your decision to pursue a Master's Degree in nursing marks an important step in your career as a professional nurse. The faculty of the Department of Nursing has developed programs which build upon your previous experiences in nursing practice in an effort to enhance your attainment of the knowledge and skills to practice autonomously as a Nurse Practitioner or Nurse Educator. We hope your experiences at Millersville University will both be challenging and rewarding.

This Student Handbook contains specific policies of the Department of Nursing. The handbook supplements the Millersville University Student Handbook (<http://www.millersville.edu/~handbook/>) and the Millersville University Graduate Catalog (<http://www.millersville.edu/~gcatalog/>).

Best wishes for success and happiness,

The Faculty of the Department of Nursing

## **PHILOSOPHY**

The Department of Nursing, within the School of Science and Mathematics, is an integral part of Millersville University of Pennsylvania. As such, it interacts with the mission statement of the University in the provision of undergraduate and graduate programs in nursing that achieve the highest standards of liberal arts education.

The nursing faculty believes that professional nursing is a practice discipline with a unique body of knowledge derived from the humanities, the physical, biological, psychological, and social sciences, and from nursing science.

The goal of professional nursing is the provision of rational, evidence-based humanistic health care in a technologically complex society which assists individuals, families, and groups to achieve, recover, or maintain optimal levels of wellness within institutional and community settings. Central to professional nursing is the nursing process, based on the scientific method of assessment, diagnosis, planning, implementation, and evaluation. As part of the interdisciplinary health care team, the nurse collaborates and coordinates with members of other health disciplines in the implementation of health care and acts as a change agent, advocate and educator for the individual, family, and community to promote wellness. The role of research in stimulating the acquisition of new nursing knowledge and in shaping health policy for a diverse and multicultural society is an integral part of professional nursing. Further, nurses must utilize evidence-based practice findings in the planning and implementing of care.

The nursing faculty recognizes the holistic nature of the person as a biopsychosocial spiritual being. The person is evolving and mutually interacts with the environment in a manner which promotes optimal function. The environment is composed of physical, spiritual, and biopsychosocial aspects with the family as the basic social unit. Health is defined, as the ability of a system to respond adaptively to a wide variety of environmental challenges be they physical, chemical, infectious, psychological, or social. Health is seen as a positive process, not merely the absence of symptoms. It moves beyond the restriction of health as biological or mental well-being and includes a consideration of the surrounding environment. As an evolving system, the person is constantly adapting in response to stressors in the environment.

Nursing education is an interactive process between students, teachers, and the environment, which is individualized, creative, goal oriented, and outcome based. The faculty believes that students bring with them past experiences which serve as a foundation for the examination, development, and understanding of professional development, personal growth, and affective awareness. Furthermore, nursing education facilitates multicultural awareness, intellectual curiosity, critical thinking, sound reasoning and judgment.

The faculty believes that education is a lifelong process and begins with a sense of responsibility for continued learning. The pursuit of knowledge may be engaged through continued education at the graduate level. It is envisioned that graduate education provides opportunities for individuals to expand on professional decision-making skills, utilizing critical thinking and theory-based practice. In developing and implementing innovative roles, graduate students are in a position to make a significant impact on the profession of nursing through political and social involvement.

Revised 2008  
Reviewed annually

## **GRADUATE PROGRAM GOALS**

The goals of the graduate nursing program are to provide:

1. An atmosphere and opportunities which develop intellectual curiosity, critical thinking, sound reasoning and judgment, and allow for the identification and exploration of researchable nursing problems, leading to evidence-based practice.

2. For the attainment of advanced knowledge of nursing and related theories and its application to advanced nursing practice.
3. For role development and relevant theoretical and applied learning experiences which incorporate leadership, management, and teaching for the advanced nursing practice.
4. A theoretical and clinical foundation to prepare the nurse in an advanced practice role with specialized knowledge, skills, and abilities in practice and teaching.

## **GRADUTE STUDENT LEARNING OUTCOMES**

The program is designed so each learner will be able to:

1. Synthesizes theories from nursing science and related disciplines to develop a theoretical basis which guides advanced nursing practice.
2. Analyzes the effects of cultural, economic, ethical, legal, and political influences on health care delivery.
- 3a. The graduate demonstrates advanced skills, which include assessment, diagnosis, development of treatment plan, and the ability to implement the treatment plan across the life span.
- 3b. Engages in scholarship of teaching.
- 4a. Consults with other members of the health care system as necessary especially in the management of complex health care concerns.
- 4b. Engage effectively win the multifaceted role of the nurse educator in an academic or institutional setting.
5. Demonstrates critical thinking and reasoning skills in decision-making engaging individuals, families and communities in diverse settings.
6. Analyzes strategies for implementing change at the individual, family, community, state, national, and international levels.
7. Engages in research utilization, dissemination, and/or generation to promote evidence-based practice.
8. Contributes to the continuing professional development of self and others.
9. Assumes accountability in the advanced practice specialty role.

Revised 2008

## **ORGANIZING FRAMEWORK**

The organizing framework reflects the philosophy, goals, and objectives for the undergraduate and graduate programs in nursing at Millersville University. The major metaparadigm concepts which have been identified in these curricula are person, environment, health, and nursing.

The primary focus of nursing is the holistic nature of the person and a biopsychosocial spiritual being. The person, as an open system, is evolving and mutually interacts with the environment in a manner which promotes optimal functioning. In this process, the person's position on the wellness-illness continuum varies as he/she strives to adapt to stressors in the environment in the attainment of optimal levels of wellness.

Nursing utilizes intellectual curiosity, critical thinking, and sound reasoning and judgment through the nursing process to facilitate the person's progress towards the goal of optimal health. The professional nurse assumes accountability for competence in nursing practice and functions autonomously in fulfillment of a variety of professional roles, as clinician, educator, leader, researcher, advocate, and consultant. In addition, the professional nurse is equipped to initiate and promote change in an effort to enhance effectiveness within the health care system.

The organizing framework evolves from these major metaparadigm concepts and is built upon horizontal and vertical strands which are interwoven throughout the curriculum. Horizontal strands are intertwined within each level and are utilized throughout the total curriculum. Four horizontal strands have been identified. These are holism, wellness-illness continuum, nursing process, and individual-professional accountability. Vertical strands consist of those concepts which progress from the simple to the complex as students gain increasing sophistication in their understanding of professional nursing. These strands include the systems theory, adaptation theory, family theory, change theory, health promotion, and professional role development.

## CURRICULUM STRANDS

### Horizontal Strands:

Holistic Person - Person is viewed from a holistic perspective as a biopsychosocial spiritual being that evolves and mutually interacts with the environment in a manner, which promotes optimal function. As an open system, he/she strives to achieve health by responding adaptively to a wide variety of environmental challenges. In so doing, he/she responds as a unified whole. The environment is composed of physical, spiritual, and biopsychosocial aspects with the family as the basic social unit.

Nursing Process - The nursing process serves as the core of all nursing action and is applicable in all health-related settings. It is a problem-solving scientific method, which relies heavily on critical thinking, sound reasoning, and judgment. Through this process, nursing assists individuals, families, and groups to achieve, recover, or maintain optimal levels of wellness. The components of the nursing process are assessment, diagnosis, planning, implementation, and evaluation.

Wellness-Illness Continuum - The wellness-illness continuum has an infinite number of points ranging from optimal wellness or effective functioning to non-functioning. As an evolving and open system, the person strives to achieve optimal functioning through the continuous adjustment to stressors in the environment. Nursing assists persons in the achievement of optimal wellness.

Individual/Professional Accountability - Accountability is defined as the assumption of responsibility for one's own behavior. The professional nurse is obligated to exercise judgment in accepting and delegating responsibility. The acts of professional nurses require substantial knowledge, skill, and judgment and are performed either independently or in collaboration with other health care professionals and in adherence to accepted nursing standards.

### Vertical Strands:

Systems Theory - General systems theory serves as a model for viewing the person as interacting with the environment. As a living being, the person is an open system with discrete, definable boundaries, in continual exchange of matter, energy, and information with the environment.

All systems receive varying amounts of matter, energy, and information from the environment. Through processes of selection, the system regulates the amount and type of input received to maintain system equilibrium or homeostasis. Matter, energy, and information are continually processed through the system and released as outputs to the environment. Equilibrium is maintained through the use of various adaptation mechanisms.

The universe consists of a hierarchy of systems and each system may be viewed as having one or more suprasystems or subsystems. For example, the individual as a system belongs to suprasystems in a family, community, and region. An

individual's subsystems are composed of organ systems or biopsychosocial components. Systems theory is applicable in the nursing process of the individual, family, and community client.

Adaptation Theory - Adaptation theory explains how an individual interacts with and adapts to the environment. It is based on assumptions that the person is a biopsychosocial spiritual being interacting with stressors in a dynamic environment. This interaction requires the use of adaptive mechanisms to conserve energy and maintain equilibrium.

Stress is a physical and psychological state, intensified when environmental threat or change occurs within the subsystem or suprasystem. Stressors are positive or negative stimuli which affect the equilibrium of the holistic person as he/she strives to fulfill basic needs and may result in adaptation or maladaptation. Adaptation is the holistic response of the person to stress.

The goal of nursing is to promote effective client adaptation so that optimal wellness may be achieved.

Change Theory - According to Jeanette Lancaster (1982), "if nursing is to keep abreast of rapid societal changes and remain a viable and valuable component of the health care delivery system, new approaches for looking at and ordering information about people, health, nursing, and changes are required." Three types of changes are posited: developmental, spontaneous, and planned. Developmental change tends to be sequential as systems move from infancy toward maturity and is more or less orderly in its progression. Spontaneous change occurs as a response to uncontrollable events occurring outside the system and is generally unpredictable. Planned change is a conscious, deliberate effort to improve the operations of a system through the utilization of knowledge. Planned change is viewed as goal-directed action for professional nurses who view themselves in roles to facilitate the improvement of nursing practice.

Family Theory - A family is a social system consisting of individuals related to each other by strong emotional ties, a sense of belonging, and/or a commitment among the individuals that may have a care giving function which consists of protection, nourishment, and socialization of its members. The nurse views the family as the basic social unit and utilizes aspects of family systems, developmental, structural/interactional theories in the provision of care.

Health Promotion - Health promotion is defined as the advancement of patterns of functioning, which foster and encourage health. Health is defined as the ability of a system (for example, person, family, society) to respond adaptively to a wide variety of environmental challenges be they physical, chemical, infectious, psychological, or social. Health is seen as a positive process, not merely the absence of symptoms. It moves beyond the restriction of health as biological or mental well-being and includes a consideration of the surrounding environment.

The professional nurse promotes optimal wellness by collaborating and coordinating with other team members in the implementation of health care, by acting as advocate and educator for the individual, family, and community to

promote wellness, and by understanding the role of research in stimulating the acquisition of new nursing knowledge and practice.

*Professional Role Development* - The professional practitioner of nursing is accountable to the recipient for the services provided and functions independently and interdependently in the professional roles of clinician, collaborator and coordinator, advocate, educator, and consumer of research. In addition, the professional nurse is prepared to assume a leadership role in nursing practice.

As clinician, the professional nurse provides rational, evidence-based, and humanistic health care which assists individuals, families, and groups to achieve, recover, or maintain optimal levels of wellness within institutional and community settings. As part of the interdisciplinary health care team, the professional nurse serves as collaborator and coordinator in the implementation of health care, and acts as advocate and educator for the individual, family, and community to promote wellness. Further, the professional nurse engages in and utilizes research and evidence-based practice to support the role research plays in stimulating the acquisition of new nursing knowledge. Leadership is a dynamic process, which involves responsible decision-making, authority, and influence and is reflected in the diversity of interdependent and independent roles the professional nurse assumes.

## **DEPARTMENT OF NURSING**

### **PROGRAM OF OUTCOMES ASSESSMENT**

In order to evaluate the effectiveness of curricular offerings and in compliance with the National League for Nursing Accreditation Commission, the Department of Nursing has embarked upon a program of outcomes assessment. Students will formally participate in assessment endeavors at numerous times throughout their matriculation at Millersville University. Graduates of the program are required to participate in formal evaluation experiences at one and three years following graduation from the program.

The Department of Nursing considers outcomes assessment to be a vital and significant endeavor and encourages all students and graduates to participate conscientiously in assessment measurements.

The following outcomes have been selected for periodic measurement and achievement of Student Learning Outcomes:

Critical Thinking (CT)

Process of active inquiry, which combines reflective analysis with informed action and affective elements. From Brookfield, S. (1987) Developing Critical Thinkers, San Francisco, Jossey-Bass.

Communication (C)	Transactional exchange of information, matter, and energy between systems (i.e. person) and environment. Forms may include written, oral, group process, and information technology. From Leddy and Pepper 2005 <u>Conceptual Basis of Professional Nursing</u> , 6 <sup>th</sup> Ed, Philadelphia, Lippincott.
Therapeutic Nursing Interventions (TNI)	Activities performed by nurse, client and family to change the effect of a problem and/or in support of health for individuals, families, and communities. Synthesized from Blais, Kozier and Erb (2001), <u>Professional Nursing Practice</u> , New York, Addison Wesley.
Professional Development (PD)	A developmental process that advances both the profession of nursing and the nurse's own commitment to the profession. It is comprised of four levels: <ul style="list-style-type: none"> <li>• Professional awareness</li> <li>• Professional identification</li> <li>• Professional maturation</li> <li>• Professional mastery</li> </ul>
Program Satisfaction (PS)	Fulfillment of a need, want, expectation and/ or positive evaluation from constituent groups. May include employers, alumni, and students enrolled in classes and as participants on departmental committees, and advisory board members.
Patterns of Employment (PE)	Number BSN graduates employed and number of graduates (MSN, Post-Master's Certificate) employed as nurse practitioners or nurse educators within one year of graduation.
Graduation Rates (GR)	The number of students who have been admitted to and graduated from the program and the average length of time from admission to graduation.
Certification Exam (CE)	National certification exam passage by MSN and Post Master's Certificate FNP graduates and Nursing Education graduates.

Assessment of these outcomes occurs as a part of fulfillment of course requirements at the time of graduation and after graduation, as well as at one and three year intervals.

Outcome-based activities/assignments are listed on each course syllabus. In addition, the following standardized measurements are taken:

Professional Development Self-Assessment Matrix

Entrance – NURS 320/NURS 503

Exit           Scheduled upon completion of application for graduation  
One year Alumni Survey

Revised 2008

MILLERSVILLE UNIVERSITY

DEPARTMENT OF NURSING

GENERAL INFORMATION

## **POLICIES AND PROCEDURES**

### ***ADMISSION, PROGRESSION AND GRADUATION POLICIES***

**INTRODUCTION:** This section of the handbook provides information on specific policies regarding the nursing major and other sources for information about general academic policies of particular interest to the nursing student.

#### **ADMISSION POLICIES**

##### **General Information on Admission**

Admission information may be found in the [Graduate Catalog](#).

##### **Registered Nurse Licensure Policy\*\***

Students must present evidence of current licensure as a Registered Nurse in Pennsylvania.

**\*\* IT IS THE STUDENT'S RESPONSIBILITY TO MAINTAIN A CURRENT FILE OF PROFESSIONAL INFORMATION IN THE NURSING DEPARTMENT OFFICE.**

#### **PROGRESSION POLICIES**

##### **General Information**

There are many general University policies that are important to registered nurses enrolled in the nursing programs. All of them cannot be addressed in this handbook. Please refer to the University Catalog: <http://www.millersville.edu/~gcatalog/> or to the Millersville University Student Handbook for these policies: [www.millersville.edu/~handbook](http://www.millersville.edu/~handbook)

##### **Grading**

The grading policy at Millersville University is determined by each faculty member; however, the nursing faculty has agreed on the following graduate program scale:

<b>GRADE</b>	<b>PERCENTAGE</b>	<b>QUALITY POINT EQUIVALENT</b>
A	94-100	4.0
A-	90-93	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C-	73-76	2.0

Graduate degree students are required to maintain a B grade average. A student who fails to meet the scholarship requirements may be dismissed from the program. If a student falls below a 3.0 average, he/she will be placed on probation. Failure to raise the grade average will result in dismissal from graduate studies at Millersville University. (Summer is considered a semester.) Graduate students, who earn two grades of C+, C, or C-, or any combination thereof, will receive an academic warning, regardless of GPA. This includes any courses which have been repeated and replaced with a higher grade. A C+, C, or C- grade earned at Millersville University may not be made up at another institution of higher learning for the same course.

### **Credit for Off-Campus Courses**

Once admitted to the MSN program, permission of the advisor, Chairperson of the Department of Nursing, and the Graduate Studies Dean is needed to take courses off campus. Unless permission is granted from the Dean's Office before registering at another college, credit does not have to be accepted. Students must have permission before starting the off-campus course. Submit the [Request for Transfer of Credit Back to MU](http://www.millersville.edu/gps/studentlife/formscenter.php) form (found at <http://www.millersville.edu/gps/studentlife/formscenter.php>), along with the following information, to the Nursing Curriculum Committee:

1. A statement indentifying the course to be transferred and its equivalent nursing curriculum course;
2. the syllabus of the transfer course, including a course description, course and/or clinical objectives, method of evaluation, outline of course content, and title and author of instructional text(s);
3. written assignments and
4. Course Transcript.

### **Attendance Policy**

Students are expected to attend all classes. It is the student's responsibility to complete all course requirements even if a class is missed. If a student misses class for an officially excused reason, then he/she is entitled to make up the missed work, but only at the convenience of the faculty member. Responsibility for material presented in, assignments made for, and tests/quizzes given in regularly scheduled classes, lies solely with the student.

The University policy is that faculty will excuse absences for the following reasons:

- personal illness,
- death or critical illness in the family,
- participation in a University-sponsored activity,
- jury duty,
- military duties, or
- religious holidays.

Faculty judge the validity of student absences from class within the University's approved guidelines and may require documentation for excused absences. Faculty will evaluate any reason, other than those listed above, for a student missing class and determine whether the absence is justified. In these circumstances, a student may make up missed work at the discretion of the instructor. Any unauthorized absence from a class can result in a final grade of F.

### **Schedule for Clinical Nursing Courses**

Normal practice in the Nursing Department is that nursing courses with a clinical practicum will not have scheduled clinical experiences in the first week of classes. Students should report at the scheduled lecture times.

### **Graduate Programs Written Assignments**

Students must obtain and use the 6<sup>th</sup> edition of the American Psychological Association's Style Manual in completing **ALL** written assignments.

The use of any written work not of the student's creation and without clear and evident citation is deemed to be plagiarism [Millersville University Graduate Studies Catalog](#) are subject to disciplinary action as provided in the [Student Code of Conduct](#)."

Please use great care when completing any written assignment. This includes literature review papers, research papers, scholarly projects, case studies, on-line assignment, and any other material composed for completion of course work.

### **Graduate Nursing Bulletin Board**

This is located in the hallway of the Nursing Department in Caputo Hall. It is the student's responsibility to check this board frequently. Communication from the department and other nursing students is mainly through notices placed on this bulletin board.

### **Millersville University Chapter Sigma Theta Tau International**

[Xi Chi Chapter](#) membership will be open to qualified graduate nursing students.

### **Graduate Assistantships**

The graduate assistantship in nursing is designed for highly motivated individuals who have a desire for engaging in teaching and research. Students should have good-to-excellent physical assessment skills and well-developed computer skills. Students can apply for an assistantship through the Office of Graduate Studies.

### **MSN Graduate Pins**

Each graduate student may directly contact our pin supplier JOSTEN'S (800)-324-5995 ext 359 to order a MSN Graduate Pin if they so desire. A sample pin is available for viewing in the department office. Allow six weeks for delivery.

### **Change of Name, Address, and Telephone Number**

The student must complete the [Name or Address Change Form](#) in order to officially change his/her name, address or telephone number. The Name or Address Change Form is also available in the Registrar's Office. The student must also notify the Department of Nursing secretary (872-3410) if there is a change of name, address, or telephone number. The student's timely completion of the form and notification of the Department of Nursing office will insure ongoing communication from the University and the Department of Nursing with the student.

### **Graduation Policy**

Students who plan to graduate at the end of any semester must make [application for graduation](#) by the deadline printed in the registration information each semester. A \$30 graduation fee is charged. A student who applies for graduation but does not complete degree requirements by the anticipated date must reapply in the semester when he/she does expect to graduate. Students are billed by the bursar for the graduation fee. Additional details and appropriate forms are available on the Millersville commencement web page at <http://www.millersville.edu/commencement/>.

### **Outcomes Assessment**

Students must complete all outcomes assessment requirements established by the Department.

### **Alumni Services**

At intervals of one and three year's post-graduation, alumni will receive a survey which they will be asked to complete. The surveys will evaluate student satisfaction with the nursing program and subsequent personal and professional development. The surveys are used to evaluate and modify the nursing program in order to better meet the needs of the students and the community. Therefore, **it is extremely important for alumni to return their surveys in a timely manner. Please be sure to update a change of address and/or e-mail with [Alumni Services](#).**

### **Graduate Program Advisement**

The Nursing Department views the [advisee/advisor](#) relationship as a critical aspect of graduate education and preparation. All graduate students are advised by the Graduate Program Coordinator.

Your advisor is your primary contact with the Nursing Department. You are strongly encouraged to develop a close working relationship with your advisor. Areas for discussion include, but are not limited to: course selection, adjustment to graduate life, deficiencies in preparation, clinical competency, and administrative affairs.

Each graduate student should plan on meeting with your advisor at least once a semester to discuss academic work and course selection. Office hours are planned around the graduate student's class schedule, and should be ample to meet the needs of all students. Occasionally, these times and days may not be convenient to the needs of the student. Each student is encouraged to make an appointment to discuss issues of a critical nature or that need an extended period of time to resolve. Last, the graduate student is encouraged to make use of the vast number of resources that each member of the Nursing Department has available.

### **Academic Honesty/Dishonesty Policy and Student Code of Conduct**

Please review the "[Academic Honesty/Dishonesty Policy](#)" in the MU Graduate Catalog as well as the "[Student Code of Conduct](#)" in the MU Student Handbook.

### **Appeal of Department Policies**

Students who have a problem with a department policy may petition the department, through their advisor, for consideration of their concern at the Department of Nursing meeting.

### **Degree Candidacy**

Degree Candidacy is an opportunity for the graduate student to insure his/her progress within the graduate program.

"Degree candidacy is a screen and advising process... it is the student's responsibility to initiate the candidacy review process within the required semester-hour limitation....The effectiveness of the candidacy process is diminished if a student continues beyond the required semester-hour limitation without undertaking the candidacy evaluation. One of the functions of the evaluation is to identify areas of study that may need to be strengthened through specific courses or projects during the remainder of the degree program. If a student does not schedule the evaluation within the stated limit, more semester hours may be required in order to strengthen competency(ies) identified in the review process." (Graduate Studies Catalog)

"Students enrolled in one of the MSN programs must initiate the candidacy process after completion of 12 semester hours, and a GPA of 3.0. This course work must include at least 9

semester hours at Millersville University. A student who accumulates a maximum of 21 s.h. of graduate course work and whose grade average falls below a B will be dropped from the degree program. At the time a student is admitted to degree candidacy, he/she should, in consultation with the Graduate Program Coordinator, develop a program plan which lists the requirements needed to complete the degree program.”

After completion of 12 credits, students should obtain the [Degree Candidacy form](#) via the link or from the Graduate and Professional Studies web site. The student will make an appointment for review with the Graduate Program Coordinator. The general review will include the student’s performance in graduate study, review of course work completed to date, writing ability, and plans for the Scholarly Project.

### **Course Evaluation**

The Master’s of Science in Nursing degree, with preparation as a Family Nurse Practitioner or Nursing Educator, is scholarly and clinical in focus. Scholarly development includes appreciation of and review of pertinent current research and topic development. Appreciation of research is a vital component of the graduate program.

The clinical component is meant to aid the student in the development of new skills, refinement of established skills, as well as to help the student identify areas of learning needs. The clinical component also aids the student in formulating and developing a new clinical role, that of the family nurse practitioner or case manager. Although the clinical component enables the student to satisfy clinical objectives of the curriculum, the student should not feel that a “finished product” is the result of the completion of the program. As the role of the advanced practice nurse is a challenging one, students will discover that role development and skill competency continues after graduation.

Graduate education is a critical component of developing professionalism. Although the student is entitled to the highest quality education that the faculty can provide, the sole responsibility for the preparation rests with the student. This preparation includes, but is not limited to, arriving at class with a substantial understanding of class readings, investigation of current literature and research, and review of deficit areas of knowledge. The student should plan on spending a minimum of three (3) hours per week per credit hour reading and researching topics for class. For example, a three credit course should entail a minimum of 9 hours of preparation per week.

Grades are awarded based on the student’s performance in the course. Of the courses to be completed toward to Master’s of Science in Nursing, several contain a clinical component. For these courses, the theory grade in addition to the clinical grade comprises the final grade of the course.

### **Self-evaluation**

Self-evaluation is a critical way for students to gain information about self-growth. The student will be asked to perform self-evaluations throughout the graduate program. These written self-evaluations are used in conjunction with other forms of evaluation in many courses. Important, the student should view self-evaluation as a way to gain insight into strengths, limitations, and areas of improvement.

### **Ethical Responsibilities**

The graduate student will be assigned to a clinical area that is deemed to provide the student with a valid learning experience. It is the responsibility of the student at all times to act in a professionally prescribed manner during interactions with preceptors, personnel, and clients. Importantly, no discriminatory, judgmental, and racist remarks or behaviors targeted towards any individual will be tolerated by the faculty. This pertains to persons who belong to various ethnic or cultural groups as well as persons belonging to various socio-economic groups. The student is strongly urged by the Professional Mandates of the State Board of Nursing of the Commonwealth of Pennsylvania for pertinent professional behaviors. Any student who cannot understand or behave in a non-discriminatory manner is subject to dismissal of the program.

### **Equipment for Clinical Courses**

Students will be responsible for obtaining their own clinical equipment. The following list contains the most important materials the student should obtain. This equipment will be necessary before NURS 512 begins:

- a good stethoscope
- lab-coat
- identification pin (obtainable from the University Store)
- reflex hammer
- pen-light
- caliper for reading EKG
- small ruler (marked in mm and cm)
- medical measuring tape
- META model for FNP students (obtained from the META group at the time of the lab)

## INFORMATION RELATED TO CLINICAL PRACTICE

All clinical agencies require that students show evidence of the credentials listed below prior to participating in a clinical experience. Students must submit the credentialing documents prior to the start of a course containing a laboratory or clinical experience takes place, **and every year** thereafter in the program. A record of these credentials will be maintained in the student's file in the Department Office. **NO STUDENT WILL BE ALLOWED IN THE CLINICAL AREA WITHOUT CURRENT RECORDS ON FILE.**

The Graduate courses containing a clinical or clinical lab component are NURS, 512, 521, 522, 523, 633. Therefore, all of the following credentials must be validated and on file in the Nursing Department office August 15<sup>st</sup> for fall students/ January 4<sup>th</sup> for spring students enrolled in the above named courses. Students are encouraged to keep a file of their own records and to note expiration dates. It is the student's responsibility to be aware of the active, current status of their file of credentials, and to submit updated professional information to the Department of Nursing office. Forms may be obtained from the secretary at any time.

Clinical rotation and fieldwork sites may require a drug screening in order to permit participation in the clinical experience, rotation, or fieldwork. Millersville University Department of Nursing requires credentials including background checks, and drug screening (if required by clinical site) for completion of all required clinical coursework in a degree or certificate program for graduation. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. All nursing programs have some coursework that involves patient contact. Due to this contact, all students, prior to practicing in any health care facility interfacing with any patients individually or collectively for a course, will need to have **all** of the required credentials on file with the Department.

The following are the minimum requirements needed for participation in clinical or laboratory experiences, to be provided to the Department for N322 Health Assessment:

### **Clinical Credentials:**

1. Current Pennsylvania RN license
2. Malpractice Insurance Limits: \$1,000,000 / \$3,000,000 aggregate
3. Current yearly Statement of Health ("Infectious Disease Summary") which includes:
  - a. Positive antibody titre to rubella or record of current immunization to MMR
  - b. Positive antibody titre to rubeola or record of current immunization to MMR
  - c. Statement of current varicella exposure status either by confirmed diagnosis or antibody laboratory screen
  - d. Current immunization to Diphtheria, Tetanus, Polio, and Hepatitis B\*
  - e. TB test by mantoux within one year of matriculation. If positive, a copy of x-ray and documented treatment is required.
  - f. Signature of Physician/NP acknowledging examination and no health risks.

\* If Hepatitis B is declined, you must sign a waiver form (see nursing home page "resources" for form).

4. Current CPR Certification for the Health Care Provider, i.e., American Heart Assoc. - Basic Life Support (BLS) or American Red Cross - CPR/AED Professional Rescuer.

5. Background checks (see “Background Check Instructions” in this handbook). Recent legislation and policy changes of partnering clinical agencies aimed at protecting the public have made it necessary to require a full background check for all individuals applying for admission to Millersville University nursing programs\* to be updated yearly. This background check includes:

PA Act 34: Child Abuse Clearance

PA Act 151: Criminal Background History Check

Act 114: Federal fingerprinting process

- \* Violations identified through the Child Abuse Clearance, Criminal Background History Check and fingerprinting process will be addressed on a case-by-case basis by PASSHE legal counsel initiated by the Department of Nursing.

**The costs for all components of the background check process are the responsibility of the applicant or student. Please see “Applying for Background Checks” page.**

Nursing file:

1. Release of Information form (signed by student)
2. Important Information form (signed by student)

### **Clinical Laboratory Policies**

1. Schedule for Clinical Nursing Courses

Normal practice in The Department of Nursing is that nursing courses with a clinical practicum will not have scheduled clinical experiences the first week of classes. Students should report at the scheduled lecture time.

2. Clinical Experiences

- a. Students will be assigned to a variety of agencies for clinical experience.
- b. Students must provide their own transportation.
- c. Students must wear name tags at all times.
- d. The university will provide necessary physical assessment equipment.
- e. Students must be at the agency **ten minutes before scheduled time**.
- f. If a student cannot keep assigned clinical time at an agency, the agency and instructor must be notified immediately. The instructor will determine whether missed experiences must be made up.
- g. Students are to wear appropriate dress to clinical experience. Jeans are not allowed. No uniforms are required. Some agencies may request a lab coat.

3. Identification Badge

Students will be required for all clinical courses to have a picture ID badge with proper credentials behind name.

4. Equipment Use Policy

Students will be held responsible for the damage and/or loss of any University owned equipment, which they borrow for use during a semester. Students using University owned equipment are required to sign a form for this equipment. When the equipment and videotapes are returned, it is the responsibility of the borrower to notify the faculty member from whom

they borrowed the equipment. All equipment and videotapes need to be returned by the end of the semester for inventory.

5. Universal Precautions

Students are responsible for becoming familiar with and using universal precautions at the clinical agencies in which they are assigned.

[http://www.millersville.edu/~hr/enhesa/Infectious\\_Waste\\_BBP.php?child=Environmental\\_Health\\_pma\\_Safety](http://www.millersville.edu/~hr/enhesa/Infectious_Waste_BBP.php?child=Environmental_Health_pma_Safety)

6. Clinical Placements

Students will not take their clinical placement in the agency in which they work; however special consideration will be given to extenuating circumstances. Students will not be assigned to the particular unit in which they are employed within an institution.

7. Nursing Service Regulations

Students shall be subject to the rules and policies of the Nursing Service Department of the agency in relation to client care.

8. Inadequate Performance

The instructor responsible for supervision may dismiss any student demonstrating inadequate performance from the clinical area. Any clinical agency may bar a student from that agency for violation of its policies or unsafe performance. If a student shows signs of being impaired, he or she will be dismissed from the clinical area and will be in jeopardy of failing the course. See Code of Conduct.

9. Alternate Clinical Time

Students may not function in a clinical facility on a day or at a time other than planned for clinical experience without the permission and knowledge of the nursing faculty and institution.

## APPLYING FOR BACKGROUND CHECKS

### Please read all instructions carefully:

#### PA STATE CRIMINAL HISTORY RECORD (Act 34) – fee \$10

To request online with credit card: <https://epatch.state.pa.us/Home.jsp>

- Once you submit all of your information and a screen will come up indicating “no record” or “under review”. If it indicates “no record, **you need to click on ‘Certification form’** to obtain the actual clearance. If you see “under review” you will need to wait for the actual clearance to come in the mail
- Processing time – immediate if “no record” or up to 4 weeks if “under review”

To submit a paper form:

- From the web site above, click on “help” and select SP4-164 form
- Print legibly in ink, or type
- Requestor – Your name and permanent address
- Requestor identification – check “individual”
- Reason for request – check “other” and list ‘education’
- Fee - \$10 money order or certified check, payable to Commonwealth of PA
- Send to PA State Police address on the right near the bottom of the form
- Processing time – up to 4 weeks; if you do not receive your clearance in 4 weeks, call (717) 783-9144

#### PA CHILD ABUSE HISTORY CLEARANCE (Act 151) – fee \$10

To submit, you must complete the form found at

<http://www.dpw.state.pa.us/Resources/Documents/Pdf/FillInForms/DPWchildabuse.pdf>

- Print legibly in ink, or type
- Use your permanent address
- Purpose of clearance – check “school”
- Fee - \$10 money order, payable to Department of Public Welfare
- Send to Childline and Abuse Registry address in the upper left of the form
- Processing time – approximately 6 weeks; if you do not receive your clearance after 6 weeks call (717) 783-6211 #5

#### FEDERAL CRIMINAL HISTORY RECORD (FBI-Act 114) – Enacted, April 2007

Register online at [www.pa.cogentid.com](http://www.pa.cogentid.com) or call 1-888-439-2486. M-F, 8 am to 6 pm

- Must register **prior** to going to the fingerprint site:  
*\*\*\*Note: upon entering the cogent web site, you will be prompted to choose a state system, **choose PA**; and also a choice of who you want the clearance from: All degree nursing students would choose DPW.*
- Fee – \$36 (\$2 processing fee for paper copy) credit card online; or money order, paid at the fingerprinting site, payable to Cogent Systems
- Processing time – approximately eight weeks; if longer than eight weeks, call (717) 783-6211 #6

## NURSING SCHOLARSHIP AND AWARDS

The Department of Nursing has scholarship funding available each semester. In the spring, there are awards available through the University endowments or grants designated for nursing students. These awards are generally given at Spring Convocation. Other scholarships may be available from time to time. In order to be considered for such scholarships/awards, a scholarship application must be on file. A new form will be required each August to be considered throughout the coming Academic year.

1. **Nursing Department Scholarships:** Funds are available for students demonstrating academic excellence. The following scholarships are available:
  - a. The Forty Et Eight Scholarship requires academic potential and demonstrated financial need.
  - b. The Margaret K. Shenk Scholarship is available to students who successfully completed two semesters of the nursing degree program. Financial need is considered.
  - c. Pennsylvania Higher Education Foundation grant funds are disbursed to students as they become available.
  - d. Information regarding the Lancaster Osteopathic Health Foundation Scholarship:  
  
Recipients must already be admitted to a nursing education program at time of application, show evidence of financial need by completing a FAFSA form, agree to work in nursing in Lancaster County year for year for each year of scholarship support, and show willingness to speak to high school students and others about careers in nursing and the scholarship program.

### 2. **Nursing Awards**

Nursing faculty selects students for awards presented at the annual Honors and Awards Convocation held each spring.

- a. *D. Joan Godfrey Award* - This award is granted to graduating students on the basis of participation in the nursing program along with other campus activities, involvement in the nursing profession, and academic standing.
- b. *Lt. Col. Jo Ann Cashman* - This is awarded annually to a student enrolled in the Nursing curriculum who is in good academic standing. Preference may be given, but is not limited to, students who are in financial need.
- c. *Fontes Health Professions Award (Nursing)* - Selection of the recipients shall be based on overall QPA and QPA in the student's major area of study while at Millersville University. Consideration shall also be given to letters of recommendation from at least one, and not more than three, faculty members from any department of Millersville University.

The deadline date for completed applications is **August 1st**. Applications will be kept on file for one academic year and must be submitted annually. Any change in information on the application should be given to the department secretary. Forms are available online at [www.millersville.edu/nursing](http://www.millersville.edu/nursing) under “Resources”.

## **FAMILY NURSE PRACTITIONER OPTION**

**MASTER OF SCIENCE DEGREE IN NURSING  
FAMILY NURSE PRACTITIONER**

**REQUIREMENTS FOR ADMISSION**

Applicants for the Master of Science in Nursing program are referred to the Millersville University Graduate Catalog (<http://www.millersville.edu/~gcatalog/> ) for general criteria and guidelines for the University.

Specific criteria required by the Nursing Department include:

1. Baccalaureate degree in nursing from an accredited school of nursing (NLNAC or CCNE)
2. Undergraduate grade point average (GPA) of at least 3.0 on a 4.0 scale. When GPA is below this, provisional acceptance may be considered if the candidate demonstrates graduate potential by other means.
3. Satisfactory completion of an undergraduate statistics course (equivalent to Math 130) and a research course in Nursing.
4. Satisfactory completion of an undergraduate health assessment course; if the course is more than 5 years old the student will be required to complete a refresher course.
5. Computer literacy and access to a computer and Internet services.
6. Three current academic and/or professional references.
7. Licensure as a registered nurse in Pennsylvania or in the state where clinical practice or internship is to be arranged.
8. Minimum of one year of clinical experience in nursing.
9. Current resume including one clinical experience.
10. Successful completion of a personal interview with the Nursing Admissions Committee.

Please note: Applications that do not include the above data and information may be considered incomplete which may affect the status of the evaluation.

[Click here](#) to apply

## **MSN/FNP APPLICATIONS**

Please provide the additional documents listed below with your complete application:

1. Current resume or C.V. Please include all clinical experience to date.
2. State where Professional Licensure is currently held. Please include RN number as well as expiration date. A copy of your license is acceptable.
3. Please verify completion of the following: Year, Institution, and Name of Course.
  - a. Undergraduate or graduate Statistics course.
  - b. Undergraduate or graduate Research course in Nursing.
  - c. Undergraduate or graduate Physical Assessment course.

## MSN: FAMILY NURSE PRACTITIONER

### GRADUATE NURSING CORE COURSES:

Course Number	Course Title	Theory Hours per Week	Clinical Hours per Week	Student Credits
N 501	Theoretical Foundations of Advanced Practice	3	0	3
N 502	Research Methodology	3	0	3
N 503	Issues and Roles of Advance Nursing Practice	3	0	3
N 698	Scholarly Project	3	0	3

### ADVANCE NURSING PRACTICE CORE COURSES:

Course Number	Course Title	Theory Hours per Week	Clinical Hours per Week	Student Credits
N 511	Pathophysiology for Advanced Practice	3	0	3
N 512	Health Assessment & Diagnostic Evaluation for Advanced Practice	2	3	3
N 513	Pharmacology & Alternative Therapeutics in Nursing Practice	3	0	3
N 514	Family Health Nursing	2	0	2

### FAMILY NURSE PRACTITIONER CORE COURSES:

Course Number	Course Title	Theory Hours per Week	Clinical Hours per Week	Student Credits
N 521	Clinical Management of the Young Family	3	12	7
N 522	Clinical Management of the Mature & Aging Family	3	12	7
N 523	Family Nurse Practitioner Internship	1	12	5

**MSN PROGRAM  
FAMILY NURSE PRACTITIONER**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours Per Week</b>	<b>Total Clinical Hours</b>
<b>N 501</b>	<b>Theoretical Foundations of Advanced Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 502</b>	<b>Research Methodology</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 503</b>	<b>Issues and Roles of Advance Nursing Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 511</b>	<b>Pathophysiology for Advanced Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 512</b>	<b>Health Assessment &amp; Diagnostic Evaluation for Advanced Practice</b>	<b>3</b>	<b>2</b>	<b>30</b>	<b>3</b>	<b>42</b>
<b>N 513</b>	<b>Pharmacology &amp; Alternative Therapeutics in Nursing Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 514</b>	<b>Family Health Nursing</b>	<b>2</b>	<b>2</b>	<b>30</b>	<b>0</b>	<b>0</b>
<b>N 521</b>	<b>Clinical Management of the Young Family</b>	<b>7</b>	<b>3</b>	<b>45</b>	<b>12</b>	<b>168</b>
<b>N 522</b>	<b>Clinical Management of the Mature &amp; Aging Family</b>	<b>7</b>	<b>3</b>	<b>45</b>	<b>12</b>	<b>168</b>
<b>N 523</b>	<b>Family Nurse Practitioner Internship</b>	<b>5</b>	<b>1</b>	<b>15</b>	<b>12</b>	<b>168</b>
<b>N 698</b>	<b>Scholarly Project</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>Total</b>		<b>42</b>		<b>435</b>		<b>546</b>

**MSN PROGRAM  
FAMILY NURSE PRACTITIONER**

**POST-MASTER'S CERTIFICATE**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours Per Week</b>	<b>Total Clinical Hours</b>
<b>N 511</b>	<b>Pathophysiology for Advanced Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 512</b>	<b>Health Assessment &amp; Diagnostic Evaluation for Advanced Practice</b>	<b>3</b>	<b>2</b>	<b>30</b>	<b>3</b>	<b>42</b>
<b>N 513</b>	<b>Pharmacology &amp; Alternative Therapeutics in Nursing Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 514</b>	<b>Family Health Nursing</b>	<b>2</b>	<b>2</b>	<b>30</b>	<b>0</b>	<b>0</b>
<b>N 521</b>	<b>Clinical Management of the Young Family</b>	<b>7</b>	<b>3</b>	<b>45</b>	<b>12</b>	<b>168</b>
<b>N 522</b>	<b>Clinical Management of the Mature &amp; Aging Family</b>	<b>7</b>	<b>3</b>	<b>45</b>	<b>12</b>	<b>168</b>
<b>N 523</b>	<b>Family Nurse Practitioner Internship</b>	<b>5</b>	<b>1</b>	<b>15</b>	<b>12</b>	<b>168</b>
<b>N 698</b>	<b>Scholarly Project</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>Total</b>		<b>42</b>		<b>300</b>		<b>546</b>

The Post-Master's Certificate Option is designed to provide individuals who already hold a Master of Science in Nursing degree with the core courses and clinical experiences necessary for eligibility for family nurse practitioner certification. Selected courses from a previous MSN program may meet requirements for the Post-Master's Family Nurse Practitioner Certificate.

[Click here](#) for the course descriptions in the Graduate catalog

**FAMILY NURSE PRACTITIONER  
SUGGESTED COURSE SEQUENCING**

**PART-TIME STUDENT**

	<b>FALL</b>	<b>SPRING</b>	<b>SUMMER</b>
<b>Year 1</b>	<b>N 501: Theories (3) N 503: Issues (3)</b>	<b>N 502: Research (3) N 511: Patho. (3)</b>	<b>N 514: Family (2)</b>
<b>Year 2</b>	<b>N 512: Health Assessment (3) N 513: Pharmacology</b>	<b>N 521: Clinical (7)</b>	
<b>Year 3</b>	<b>N 522: Clinical (7)</b>	<b>N 523: Internship (5) N 698 Scholarly (3)</b>	

## **NURSING EDUCATION OPTION**

## **MASTER OF SCIENCE DEGREE IN NURSING NURSING EDUCATION**

*Applicants may apply either to the Master of Science in Nursing Education or the Nursing Education Certificate Program.*

### **REQUIREMENTS FOR ADMISSION**

Applicants for the Master of Science in Nursing program are referred to the Millersville University Graduate Catalog for general criteria and guidelines to the University.

Specific criteria required by the Nursing Department Include:

1. Baccalaureate degree in nursing from an accredited school of nursing (NLNAC or CCNE)
2. Undergraduate grade point average (GPA) of at least 3.0 on a 4.0 scale. When GPA is below this, provisional acceptance may be considered if the candidate demonstrates graduate potential by other means.
3. Satisfactory completion of an undergraduate statistics course (equivalent to Math 130) and a research course in Nursing.
4. Satisfactory completion of an undergraduate health assessment course; if the course is more than 5 years old the student will be required to complete a refresher course.
5. Computer literacy and access to a computer and Internet services.
6. Three current academic and/or professional references.
7. Licensure as a registered nurse in Pennsylvania or in the state where clinical practice or internship is to be arranged.
8. Minimum of one year of clinical experience in nursing.
9. Current resume including one clinical experience.

Please note: Applications that do not include the above data and information may be considered incomplete which may affect the status of the evaluation.

[Click here](#) to apply

## MSN APPLICATIONS

Please provide the additional documents listed below with your complete application:

4. Current resume or C.V. Please include all clinical experience to date.
5. State where Professional Licensure is currently held. Please include RN number as well as expiration date. A copy of your license is acceptable.
6. Please verify completion of the following: Year, Institution, and Name of Course.
  - a. Undergraduate or graduate Statistics course.
  - b. Undergraduate or graduate Research course in Nursing.
  - c. Undergraduate or graduate Physical Assessment course.

### **Requirements for Admission** **Certificate in Nursing Education**

For nurses with a college degree, but who seek further preparation in the specialty area of nursing education.

Admission Requirements:

1. Baccalaureate or Master's Degree (preferably in Nursing)
2. Grade point average (GPA) of at least 3.0 on a 4.0 scale. When GPA is below this, probational acceptance may be considered if the candidate demonstrates potential by other means.
3. Computer literacy and access to a computer and Internet services is required.
4. Three current academic and/or professional references.
5. Licensure as a registered nurse in Pennsylvania or in the state where clinical practice ir internship is to be arranged.
6. Successful interview with the Graduate Program Coordinator and Department Chair.

Please note: Applicant must [apply through the Office of Graduate Studies](#) and fill out the regular application form. Do not apply as a Non-degree Student.

## MSN: NURSING EDUCATION

### GRADUATE NURSING CORE COURSES:

<b>Course Number</b>	<b>Course Title</b>	<b>Theory Hours per Week</b>	<b>Clinical Hours per Week</b>	<b>Student Credits</b>
N 501	Theoretical Foundations of Advanced Practice	3	0	3
N 502	Research Methodology	3	0	3
N 503	Issues and Roles of Advance Nursing Practice	3	0	3
N 698	Scholarly Project	3	0	3

### ADVANCE NURSING PRACTICE CORE COURSES:

<b>Course Number</b>	<b>Course Title</b>	<b>Theory Hours per Week</b>	<b>Clinical Hours per Week</b>	<b>Student Credits</b>
N 511	Pathophysiology for Advanced Practice	3	0	3
N 512	Health Assessment & Diagnostic Evaluation for Advanced Practice	2	3	3
N 513	Pharmacology & Alternative Therapeutics in Nursing Practice	3	0	3
N 514	Family Health Nursing	2	0	2

### **OPTIONAL**

<b>Course Number</b>	<b>Course Title</b>	<b>Theory Hours per Week</b>	<b>Clinical Hours per Week</b>	<b>Student Credits</b>
N 515	Advanced Practice Nursing Clinical Internship	3	6	3

**NURSING EDUCATION CORE COURSES:**

<b>Course Number</b>	<b>Course Title</b>	<b>Theory Hours per Week</b>	<b>Clinical Hours per Week</b>	<b>Student Credits</b>
N 630	Effective Teaching: Theories and Methods in Nursing Education	3	0	3
N 631	Measurements and Evaluation in Nursing Education	2	0	3
N 631	Nursing Curriculum and Program Design	3	0	3
N 633	Nursing Education Internship	1	6	3

[Click here](#) for the course descriptions in the Graduate catalog

**MSN PROGRAM  
NURSING EDUCATION**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours/Week</b>	<b>Total Clinical Hours</b>
<b>N 501</b>	<b>Theoretical Foundations of Advanced Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 502</b>	<b>Research Methodology</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 503</b>	<b>Issues and Roles in Advanced Nursing Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 511</b>	<b>Pathophysiology for Advanced Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 512</b>	<b>Health Assessment &amp; Diagnostic Evaluation for Advanced Practice</b>	<b>3</b>	<b>2</b>	<b>30</b>	<b>3</b>	<b>42</b>
<b>N 513</b>	<b>Pharmacology &amp; Alternative Therapeutics in Nursing Practice</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 514</b>	<b>Family Health Nursing</b>	<b>2</b>	<b>2</b>	<b>30</b>	<b>0</b>	<b>0</b>
<b>N 630</b>	<b>Effectice Teaching: Theories &amp; Methods in Nursing Education</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 631</b>	<b>Measurement &amp; Evaluation in Nursing Education</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 632</b>	<b>Nursing Curriculum &amp; Program Design</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>N 633</b>	<b>Nursing Education Internship</b>	<b>3</b>	<b>1</b>	<b>15</b>	<b>6</b>	<b>84</b>
<b>N 698</b>	<b>Scholarly Project</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>Total</b>		<b>35</b>		<b>480</b>		<b>126</b>

**OPTIONAL**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours/Week</b>	<b>Total Clinical Hours</b>
<b>N 515</b>	<b>Advanced Practice Nursing Clinical Internship</b>	<b>3</b>	<b>4</b>	<b>15</b>	<b>6</b>	<b>84</b>

**MILLERSVILLE UNIVERSITY**

**MSN PROGRAM**

**NURSING EDUCATION OPTION  
SUGGESTED COURSE SEQUENCING**

Option A – Three Years

	<b>FALL</b>	<b>SPRING</b>	<b>SUMMER</b>
Year 1	N501 Theories (3) N 503 Issues (3)	N502 Research (3) N511 Pathophys (3)	N514 Family (2)
Year 2	N 512 Health Assmnt. (3) N630 Effective Teaching (3)	N631 Meas/Eval (3)	N632 Curr/Design (3)
Year 3	N 513 (Pharmacology) (3)	N633 Internship (3) N698 Scholarly Project (3)	

Option B – Two Years

	<b>FALL</b>	<b>SPRING</b>	<b>SUMMER</b>
Year 1	N501 Theories (3) N503 Issues (3) N630 Effective Teaching (3)	N502 Research (3) N511 Pathophys. (3) N631 Meas/Eval (3)	N514 Family (2) N562 Curr/Design (3)
Year 2	N512 Health Assessmt. (3) N513 Pharmacology (3) N630 Effective Teaching (3) <i>If not taking previously</i>	N633 Internship (3) N698 Scholarly Project (3)	

\* Subject to change based on student enrollments and faculty schedules.

Approved by DON Curriculum Committee March 20, 2008

Approved by DON Faculty Committee April 15, 2008

**MSN PROGRAM  
NURSING EDUCATION**

**CERTIFICATE OPTION – POST PACCALAUREATE OR POST-MASTERS**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours/Week</b>	<b>Total Clinical Hours</b>
N 630	<b>Effectice Teaching: Theories &amp; Methods in Nursing Education</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
N 631	<b>Measurement &amp; Evaluation in Nursing Education</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
N 632	<b>Nursing Curriculum &amp; Program Design</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
N 633	<b>Nursing Education Internship</b>	<b>4</b>	<b>2</b>	<b>30</b>	<b>6</b>	<b>84</b>

**OPTIONAL:**

<b>Course Number</b>	<b>Course Title</b>	<b>Student Credits</b>	<b>Theory Hours</b>	<b>Total Theory Hours</b>	<b>Clinical Hours/Week</b>	<b>Total Clinical Hours</b>
N 515	<b>Advanced Practice Nursing Clinical Internship</b>	<b>3</b>	<b>3</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>Total</b>		<b>33</b>		<b>450</b>		<b>126</b>

**Total credits for certificate are 12 or 15.**

**NURS 698**

**SCHOLARLY PROJECT**

## **N698 SCHOLARLY PROJECT**

Please refer to the N698 syllabus which has been approved by the Nursing Department as well as the State Board of Nursing.

Students:

1. Obtain the Special Study form from the Nursing Secretary from N698. This form must be completely filled out by the student and signed by the faculty advisor for N698. It then must be forwarded to the Department Chair, who will sign it and forward it to the Dean.
2. Make arrangements with individual faculty person to serve as advisor for N698.
3. Students should meet with faculty in person to discuss the project they envision. This is to ensure that the student's interest and that of the faculty are consistent in ideology.
4. Students will then register for N698 at registration time.
5. Students should be able to begin actual work on their projects the first week of the Spring semester.

All students completing N698 will present their projects at the Advance Practice Nursing Colloquium. This activity is part of the Communications Outcome for the Graduate Program.

### **N698 SUGGESTIONS FOR PROJECTS**

The following projects are to be considered as suggestions only. It is envisioned that the student will be as creative as possible in designing and following through on a project deemed to be scholarly.

A. Needs Assessment:

A detailed investigation of a clinic, a population, or a community, i.e., to investigate the need for classes on breast cancer. This "survey" can be completed via phone, mail, in person, in the clinic, or in the community. A needs assessment is much like a probability study without any statistical analysis or scientific grounding.

B. Teaching Project:

This could entail the development of a teaching program for resident physicians, physicians, registered nurses, patients, community individuals, or a "whole community." It could be an in-depth pursuit of providing knowledge and skills on a particular topic to colleagues or it could be a broad-based approach regarding a significant health concern, in a way that is unique, theory-based, and innovative.

C. Case Study:

A clinic, a family, community, or a support group. The student interview the people involved and gains information about the setting, the focus, the concerns, or interests of the group.

D. Web Page/Home Page:

Use of internet capabilities to advertise and inform of a service, information related to a clinical problem, or a clinical management issue.

E. Historical Review:

Oral histories or significant individuals related to a particular topic, group, or interest.  
Literature review and document retrieval [letters, diaries, etc] of a significant clinical focus [breast cancer, tuberculosis, polio, HIV/AIDS, etc.] Life history review and analysis of a mature/elderly adult with a chronic health issue.

F. Political Analysis:

Research of the literature, news, congressional meetings, or a significant issue that pertains to nurse practitioners. It should include involvement at least at the state level; attending meetings, interviewing congressmen, etc.

**Millersville University  
Department of Nursing  
Master's of Science in Nursing**

**NURS 698  
Scholarly Project  
Guidelines for Completion of Paper**

The following are guidelines only to be used in completion of the paper portion of the Scholarly Project. Please note: Graduate students should consult with the professor supervising their projects for more detailed information related to specific projects.

Use the American Psychological Association's (6<sup>th</sup> ed.) style manual for the completion of paper. It is critical that the graduate student follow the manual for all style and grammar concerns.

Paper length: As this paper is the written summary of the scholarly project, it is envisioned that the student complete a minimum of 15 pages of text [12 pt. font]. This is in exclusion to the title page, abstract, reference list, and appendices. Students are encouraged to let the project guide the length of the paper. For example, some papers may lend themselves to length of 17 pages, while other may necessitate 30 pages or more.

Paper Sections:

1. Title Page: see attached
2. Abstract
3. Body of the Paper: Include the following sections:
  - a. Introduction
    - i. Introductory statement/paragraphs regarding the project
    - ii. Literature Review
  - b. Methodology [research]
  - c. Findings [research]
  - d. Discussion
  - e. Summary
4. References
5. Appendices (as needed): this section should contain any teaching materials developed, tools, patient information hand-outs, etc.

Papers should be bound and presented to the department in triplicate **no later than 2 weeks** after the faculty advisor has reviewed the final draft of the paper.

[sample title page]

THIS IS THE TITLE  
OF THE  
PAPER

Presented to the faculty of the  
Graduate School of Millersville University

In partial Fulfillment  
of the Requirements for the Degree of  
Master of Science in Nursing

By  
Mary Susan Jones

May, 2009

**Department of Nursing**

**NURS 698: Scholarly Project  
Faculty Research Interests and Expertise**

**Dr. Deborah Castellucci, CRNP:**

- Research Interests: Post stroke depression among elderly, ethnical issues regarding elder care; impact of urinary incontinence and the use of behavioral interventions to reduce symptomatology.
- Areas of Expertise: Elderly population affected by stroke and the resulting effect on autonomy; urinary incontinence and the resulting impact on quality of life in the older population; nursing education.
- Professional Interests: Nurse practitioner practice issues; nurse-managed health centers; nursing issues related to elder autonomy.

**Dr. Ruth E. Davis, D.Ed., RNC, CRNP, NP-C:**

- Research Interests: Ethnic women's health beliefs and practices; domestic violence; under-served populations; international health. .
- Areas of Expertise: Women's health issues, genetic counseling and testing; global health concerns; adolescent pregnancy; phenomenology; chronic illness; adult education theory; community needs assessment. .
- Professional Interests: Virology and immunology; infectious diseases, intercollegiate networking; nurse practitioner practice issues.

**Kelly Kuhns, RN, MSN:**

- Research Interests: Online education; interaction in online learning; teaching strategies.
- Areas of Expertise: Adult health; nursing professional/staff development; nursing political advocacy; nursing continuing education. .

**Dr. C. Virginia Palmer, RN:**

- Research Interests: Cultural groups, particularly the Amish; teaching methodology; geriatric assessment; rural health care; animal assisted therapy; women and heart disease. .
- Areas of Expertise: Community health; gaming as a teaching method; instrument development; nursing center development and operation; needs assessment; geriatric nursing.
- Professional Interests: First Aid and CPR education; PA farm and rural safety issues; Pennsylvania League for Nursing; Sigma Theta Tau; health needs of the underserved.

**Ms. Andrea Petrokonis, CRNP:**

Research Interests: Community case management, health promotion and prevention in adults. .

Areas of Expertise: Adult medicine and health care; issues related to nurse practitioner role.

Professional Interests: Community awareness of preventable pediatric health issues; nutrition; first aid for lay public.

**Dr. Barbara Zimmerman, RN:**

Research Interests: Education; case study teaching methods; learning styles; critical thinking rehabilitation; school age youth.

Areas of Expertise: Pediatrics; prematurity in the newborn; school nursing; chronic illness; rehabilitation; coping styles and skills; case management.

Professional Interests: Nurse practitioner practice issues; nurse-managed health centers; nursing issues related to elder autonomy.

## **DEPARTMENT OF NURSING**

### **FULL-TIME FACULTY**

#### **Deborah Tait Castellucci, PhD, CRNP**

B.S.Ed., Millersville State College, 1981. B.S.N., Millersville University, 1984; M.S.N., University of Pennsylvania, 1986; Ph.D., University of Maryland, 1996.

Office Telephone: 717-872-3410

E-Mail: [Deborah.Castellucci@millersville.edu](mailto:Deborah.Castellucci@millersville.edu)

Office: Caputo Hall, Room 122

#### **Ruth E. Davis, D.Ed., CRNP, NP-C**

B.S.N., Thomas Jefferson University, 1975, M.S.N., Health Care of Women, University of Pennsylvania, 1982; D.Ed., Pennsylvania State University, 1993; C.R.N.P., Specialty Certification from NCC, Ob/Gyn Nurse Practitioner, 1983; C.R.N.P., State of Pennsylvania, Ob/Gyn Practitioner, 1986; FNP, Thomas Jefferson University, 1995; CRNP, State of Pennsylvania, Family Nurse Practitioner, 1996; RNC, Women's Health; NP-C, Family Health.

Office Telephone: 717-871-2183

E-Mail: [Ruth.Davis@millersville.edu](mailto:Ruth.Davis@millersville.edu)

Office: Caputo Hall, Room 119

#### **Kelly A. Kuhns, MSN, RN**

B.S.N., Lycoming College, 1994; M.S.N., Villanova University, 2000.

Office Telephone: 717-871-5276

E-Mail: [Kelly.Kuhns@millersville.edu](mailto:Kelly.Kuhns@millersville.edu)

Office: Caputo Hall, Room 121

#### **C. Virginia Palmer, DNSc, RN**

B.S.N., Cedar Crest College, 1978. M.S.N., Villanova University, 1985; DNSc, Widener University, 1993.

Office Telephone: 717-872-9482

E-Mail: [Virginia.Palmer@millersville.edu](mailto:Virginia.Palmer@millersville.edu)

Office: Caputo Hall, Room 120

#### **Barbara J. Zimmerman, PhD, CNS, RN, FNASN**

B.S.N., Pennsylvania State University, 1974; M.S.N., University of Delaware, 1985; DNSc., Widener University, 1997.

Office Telephone: 717-872-3376

E-Mail: [Barbara.Zimmerman@millersville.edu](mailto:Barbara.Zimmerman@millersville.edu)

Office: Caputo Hall, Room 125

## **TEMPORARY PART-TIME FACULTY**

### **Nancy L. Bennett, MSN, RN**

B.S.N., University of Delaware, 1973. M.S.N., University of Delaware, 1976. OB/GYN Nurse Practitioner Program, University of Pennsylvania, 1987; RNC, Women's Health Nurse Practitioner.

### **Deborah Hartman, MSN, CRNP**

B.A. (Sociology), Millersville University, 1973. R.N., St. Joseph Hospital, 1983; B.S.N., Millersville University, 1985; M.S.N., University of Pennsylvania, 1990., Post Master's Certificate, CRNP, Drexel University, 2004.

### **Andrea S. Petrokonis, MSN, RNC, CRNP**

R.N., Lankenau Hospital School Of Nursing, 1981. B.S.N., Eastern College, 1988; M.S.N., University of Pennsylvania, 1989; Occupational Health and Adult Nurse Practitioner Program, University of Pennsylvania, 1989; Post Graduate Pediatric Nurse Practitioner Program, 1994; CRNP, State of Pennsylvania, 1994; RNC, Family Nurse Practitioner.

### **Molly Walbrow, PharmD**

PharmD, West Virginia University, 2004

### **Anne Pryzbylkowski, MSN, CRNP**

A.S., Franklin & Marshall College, RN, Lancaster General Hospital School of Nursing, 1983; B.S.N., Thomas Jefferson University, 1986; M.S.N., CRNP, Millersville University, 2000.

### **Shantia McCoy, MSN, RN, CRNP**

B.S.N., Mansfield University of Pennsylvania, 1995; M.S.N. Adult Nurse Practitioner, LaSalle University, 2003; Post Graduate Nurse Educator, LaSalle University, 2005; Post Graduate FNP, LaSalle University, 2005.

## **APPLICATION FOR CERTIFICATION AS A CERTIFIED REGISTERED NURSE PRACTITIONER**

Applications for the State Board for designation as a CRNP are submitted to the State Board of Nursing by the student after completion of the program and successful passing of a national certification exam. The importance of the State Board authorized is as follows:

“A graduate of a nurse practitioner program may not practice as a CRNP unless authorized to do so by the Board. Board authorization is equivalent to receipt of a CRNP number. While the CRNP application is pending, the applicant may not be employed as a CRNP.” [Refer to CRNP Rules and Regulations Section 21.261 (b).]

[www.dos.state.pa.us/nurse](http://www.dos.state.pa.us/nurse)

**National Certification:** Competency-based examinations are offered from The American Nurses’ Association and through the American Academy of Nurse Practitioners in cooperation with the Professional Examination Service.

Graduates of nurse practitioner programs in Pennsylvania are required to sit for and pass a national certification examination **before** they are permitted to practice as a CRNP in Pennsylvania.

It is the graduate’s responsibility to notify the University of satisfactory completion of the examination.

Review course materials are available for graduates to use in preparation for the examination.

Application for Certification as RNP:

[http://www.dos.state.pa.us/bpoa/lib/bpoa/20/nurs\\_board/scanned\\_crnp\\_application\\_graduates\\_of\\_pa\\_programs101003.pdf](http://www.dos.state.pa.us/bpoa/lib/bpoa/20/nurs_board/scanned_crnp_application_graduates_of_pa_programs101003.pdf)

Application for Prescriptive authority:

[http://www.dos.state.pa.us/bpoa/lib/bpoa/20/nurs\\_board/crnp\\_application\\_for\\_prescriptive\\_authORITY.pdf](http://www.dos.state.pa.us/bpoa/lib/bpoa/20/nurs_board/crnp_application_for_prescriptive_authORITY.pdf)

**GRADUATE PROGRAM: DEPARTMENT OF NURSING  
CRITERIA FOR PENNSYLVANIA:  
CERTIFIED REGISTERED NURSE PRACTITIONER**

It is critically important that the following criteria must be met **explicitly** in order that your application can be processed by the State. Without the following, your application could take a great deal longer to process.

A National Certification exam (FNP) must be passed before applying to the State.

1. Complete the ANCC application and order official MU transcripts from Registrar's Office. Sealed transcripts and fee are required along with the ANCC FNP application for certification exam.
2. In addition to the above, order an initial verification form online from [www.nursecredentialing.org/cert/verify1.html](http://www.nursecredentialing.org/cert/verify1.html) This allows for verification of your successful completion to be submitted to the PA State Board.
3. When you receive your certification number from ANCC, submit both the application to the State Board for PA CRNP certification (make sure you complete question #9) and the Verification of Advanced Pharmacology.
  - Your name on your RN license and your name on the CRNP application must match **exactly**. If you have changed your name since the last renewal of your license, you need to make sure that the State has this information.
  - Your address on the application and your address that the State currently holds for the RN license must be the same.
  - You must have a current PA license. If you have not sent in your renewal, the CRNP cannot be granted.
  - No application can be sent to the State without the application fee. Please make the check out to the Commonwealth of PA.
  - No application can be sent before the program has been completed. No exceptions can be made, as this is an offense prosecutable by the State.
  - You are responsible for mailing the completed CRNP form to the State with a check for the amount requested.
4. When PA State Board receives all your information and reviews same, they will send you confirmation and your CRNP licensure.

**MILLERSVILLE UNIVERSITY  
DEPARTMENT OF NURSING  
MASTER OF SCIENCE IN NURSING**

Important Student links:

Millersville University Mission Statement

<http://www.millersville.edu/about/administration/missionstatement.php>

Academic Honest/Dishonesty Policy

<http://www.millersville.edu/about/administration/policies/pdf/academics/Academic%20Policy%20-%20Academic%20Honesty%20and%20Dishonesty.pdf>

Student Code of Conduct

<http://www.millersville.edu/studentaffairs/files/StudentCodeConduct.pdf>

Student Handbook (University)

<http://www.millersville.edu/~handbook/>

Services available to students

<http://www.millersville.edu/~handbook/services.php>

<http://www.millersville.edu/~handbook/cservices.php>

Campus map and directions

<http://www.millersville.edu/directions/>

<http://www.millersville.edu/directions/files/CampusMap3.08.pdf>

MU Alert – Emergency procedures

[http://www.millersville.edu/~police/docs/20080414\\_MU\\_alertposter.pdf](http://www.millersville.edu/~police/docs/20080414_MU_alertposter.pdf)

Emergency Response Guide

<http://www.millersville.edu/~hr/enhesa/EmergencyGuideForWeb.pdf>

Graduate Catalog

<http://www.millersville.edu/~gcatalog/index.pdf>

Sigma Theta Tau International, Xi Chi Chapter (site and bylaws)

<http://www.millersville.edu/~xichi/>

<http://www.millersville.edu/~xichi/blaws.html>

MU Student forms:

<http://www.millersville.edu/gps/studentlife/formscenter.php>

Including, but not limited to:

Add/Drop form

Address Update/Emergency contact

Exception to Graduation Requirements

Leave of Absence

Permission to Enroll.....

Transcript Request

Withdrawal from class/MU

Nurse Practitioners of Central Pennsylvania Membership Application

<http://www.npcp.org/index.html>

Lancaster Area Advance Practice Providers Membership Application

<http://www.pacnp.org/membership.php>

Departmental forms: ( coming to the web soon)

**Credentialing**

*Affiliated Student Infectious Disease Summary* (Health/Immunization Record)

A-New Infectious disease summary.doc

*Licensure Record*

B-LICENSURE RECORD FORM.xls

*Release of Information* – signature document required for nursing file

C-Release information form.doc

*Important Notice* – signature document required for nursing file

D-Important Notice to Student with Signature Line.doc

*Nurses Individual Professional Liability Insurance Application* (CNA/NSO)

*Instructions for Background Checks*

F-BACKGROUND CHECKS.doc

## VERIFICATION OF STUDENT UNDERSTANDING

I have read the contents of the Graduate Student Handbook. I understand that I am responsible for its content. Furthermore, my signature represents my willingness to abide by the Handbook's principles

Name (Print): \_\_\_\_\_

Name (Sign): \_\_\_\_\_

Date: \_\_\_\_\_