

Fort Scott Community College
Department of Nursing Education



Nursing Student Handbook
August 2026 to July 2027

FSCC does not discriminate because of race, color, national origin, sex, age, religion, or disability in admission or access to its programs and activities.

fortscott.edu/nursing

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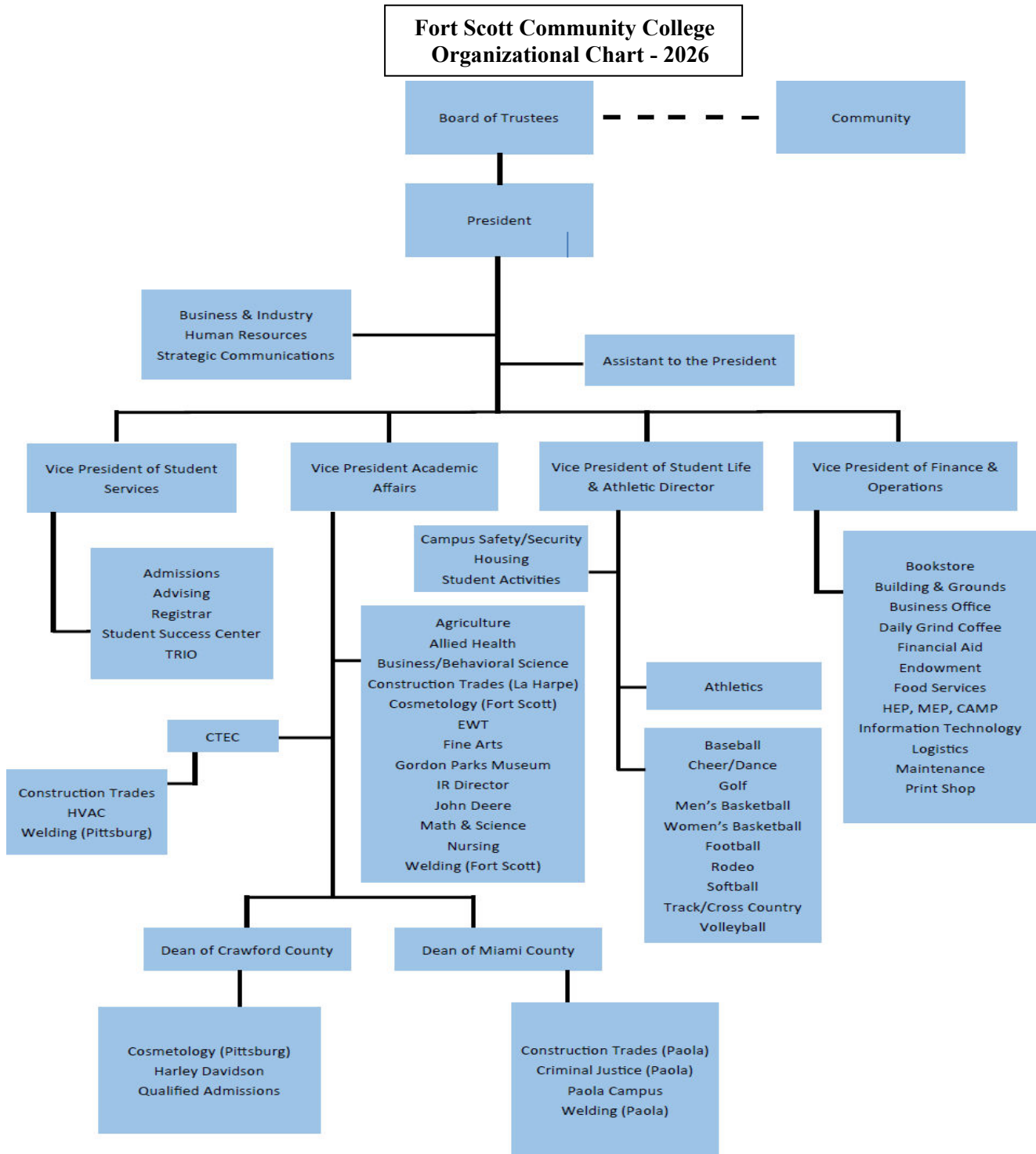
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Fort Scott Community College Department of Nursing



Nursing Department Chain of Command

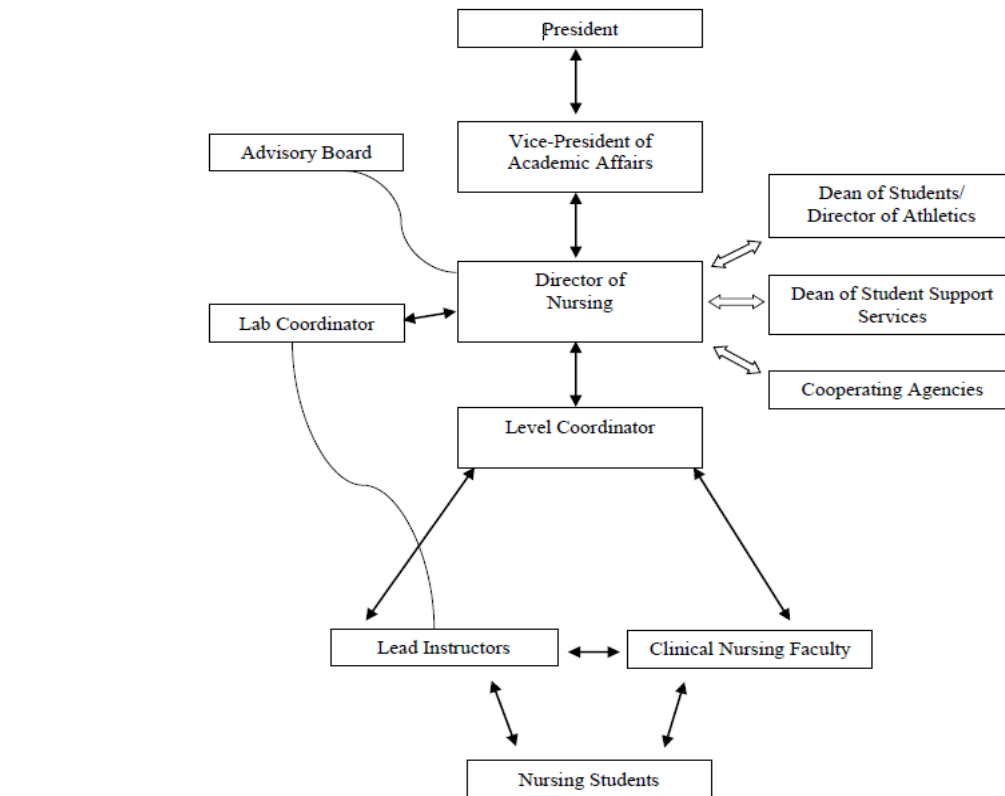
The following is the Chain of Command for decision making and problem resolution within the Department of Nursing in ascending order:

- Adjunct Faculty
- Lead Instructor (When Applicable)
- Level Coordinator (When Applicable)
- Director of Nursing
- Vice President of Academic Affairs
 - Chain of Command stops at the Vice President of Academic Affairs if the problem is related to grades.

- President

01042010; Rev. 05272010; 052914; 052016; 052121

Organizational Structure



Direct Relationship $\longleftrightarrow$

Advisory Relationship $\curvearrowright$

Cooperating Relationship $\longleftrightarrow$

111478; RE: 091179, 121782, 030384, 071693 060295; 072500; 060811; 052914; 05232017; 052219; 052121

Nursing Department Contact Information

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Forward

Welcome to Fort Scott Community College (FSCC) and congratulations to you for being

accepted into the nursing program.

The first class of practical nursing students was admitted to FSCC in 1970. The traditional practical nursing program graduated four classes, the last one being in 1974. At the closing of Mercy Hospital School of Nursing in Fort Scott, the community leaders and the college felt the need to expand the FSCC nursing program to include education for preparation of registered nurses.

FSCC Department of Nursing Education received approval of an articulated practical nursing-associate degree nursing program effective July 1, 1974. This was the first bi-level program in the State of Kansas to be approved by the Kansas State Board of Nursing.

The practical nursing program was phased out in 1984. The decision to close the practical nursing program was due to the declining enrollment of students interested in the practical nurse program and increased difficulty in obtaining practical nurse employment in our community.

The nursing program at FSCC allows the student the opportunity of earning an Associate of Applied Science degree in nursing. The program consists of a minimum of five academic semesters of general education and nursing education courses.

Upon successful completion of this program, the graduate earns an AAS in Nursing, and following confirmation by the Kansas State Board of Nursing, is eligible to write the national licensure examination (NCLEX-RN) for a Registered Nurse.

The nursing program is conditionally approved by the Kansas State Board of Nursing and accredited by the **Accreditation Commission for Education in Nursing (ACEN)**.

Students in the nursing program are enrolled on the same basis as any other student in the college and are subject to the policies and regulations of the college as found in the college catalog, nursing student handbook, and other publications. Because of special situations and requirements of the nursing program, this handbook is prepared to provide information pertaining specifically to students enrolled in nursing education.

The nursing faculty is always interested in your progress and in helping to make your education a successful and rewarding experience. Do not hesitate to contact your nursing advisor or the nursing staff for guidance. The Nursing Faculty expects you to have a successful and enjoyable experience at Fort Scott Community College.

REV: 0887; 053188; 071693; 060295; 052998; 072400; 061301; 072202; 071505; 060811; 053012; 051013; 052914; 052015;052518;052219;05212021: Revised 4/22/2025

Kansas ADN Program Outcomes/Alignment

Associate Degree Nurse (A.D.N.) Program Alignment – CIP: 51.3801

Effective: Fall 2023
Issued 6/13/22



A.A.S.

Maximum of 72 Credit Hours

Professional Nurse

• RN Credential

Required Courses within Program

Support Courses 24-29 credits:

Anatomy and Physiology 5-8 credits

English 101 or English Composition 3 credits

General Psychology 3 credits

Microbiology 4-5 credits

OR

Pathophysiology 3-4 credits

AND

Elective Credits Up to 10 credits

Nursing programs may designate Support Courses as pre or co-requisite courses within their curriculum.

Course list sequence has no implication on course scheduling by colleges.

Institutions may add additional competencies based on local demand.

Competencies identified within the Common Courses represent opportunities for articulation with K-12.

Notes

Specifics pertaining to A.D.N. Nursing programs:

1. Program educational standards and outcomes are established by the Kansas State Board of Nursing.
2. The Kansas Board of Regents defers A.D.N. nursing faculty requirements to those of the Higher Learning Commission and the Kansas State Board of Nursing. Nursing programs and their governing organizations will ensure compliance within those requirements.
3. Successful program completers will be eligible to sit for the National Council Licensure Examination (NCLEX), the passing of which culminates in the Registered Nurse (RN) credential.
4. The Kansas Nurse Practice Act requires an associate degree as the minimum for entry into employment as a Registered Nurse. There are no other exit points.
5. All A.D.N. programs must be approved by the Kansas Board of Nursing.
6. Aligned programs must use the seven revised program outcomes approved by KSBN. If a program required additional program outcomes, additions must be approved by KSBN.

ADN Program Outcomes:

1. Integrate caring behaviors in practicing the art and science of nursing within a diverse population.
2. Implement professional standards and scope of practice within legal, ethical, and regulatory frame works.
3. Collaborate with clients and members of the inter-professional health care team to optimize client outcomes.
4. Formulate safe and effective clinical judgements guided by the nursing process, clinical reasoning, and evidence-based practice.
5. Provide leadership in the management of care to meet client needs using available resources and current technology.
6. Generate teaching and learning processes to promote and maintain health and reduce risks for a global population.
7. Demonstrate effective communication methods to manage client needs and to interact with other healthcare team members.

Revised: Fall 2023 – KBOR Notes: # 2 Added

ADN Program Outcomes

Approved by KSBN: 121310; 05/2016

Fort Scott Community College Nursing Program Mission

The Fort Scott Community College Nursing Program is committed to the college's mission regarding teaching, scholarship, and community service. The nursing faculty foster an open and caring learning environment of collaboration with students as active learners. Faculty prepare students to assume the role

of the nurse founded on professional standards and accountability in an increasingly complex healthcare system. Graduates are prepared to enter the workforce exercising sound clinical judgment in the delivery of compassionate, evidence-based, and culturally competent care to diverse global populations.
Approved 2/27/2025

Fort Scott Community College Nursing Philosophy

Nursing as a Practice Discipline

Nursing is a practice discipline grounded in the behavioral, physical and social sciences. Nursing delivers client centered care for culturally diverse populations across the lifespan in a wide range of settings promoting wellness and health restoration. Nurses provide evidenced based care through the nursing process, sound clinical judgment, informatics and interprofessional collaboration to support safe client outcomes. The development of professional identity in nursing is rooted in accountability, a strong ethical/legal framework, and respect for human dignity.

The Nursing Education Environment

Nursing education occurs within an open, respectful, and collaborative environment which encourages academic inquiry and scholarship. Learning in nursing is a process involving student-teacher partnerships founded on mutual trust and respect in an environment of civility, fairness, and integrity. The program provides a wide range of student experiences fostering the development of critical thinking/clinical judgment preparing graduates to provide care in a dynamic and complex healthcare system.

The Faculty

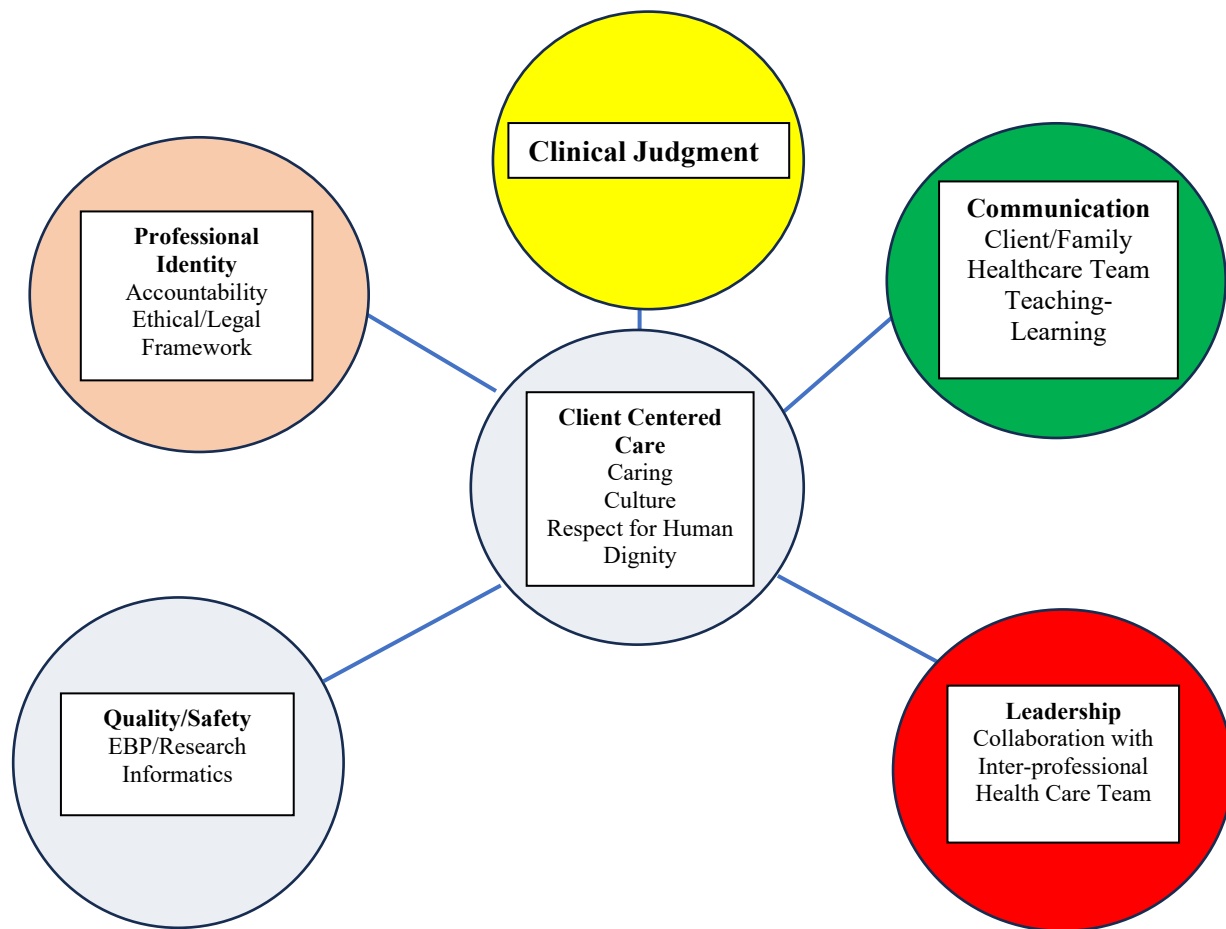
Nursing faculty are committed to student learning evidenced by ongoing development of current knowledge and teaching expertise. Faculty utilize a wide variety of innovative learning strategies designed to engage diverse learners in both the clinical and didactic settings. The faculty roles are both that of supportive facilitator of learning and role model of professional practice. Faculty are dedicated to student success, promoting scholarship and service to the community. A spirit of faculty collaboration promotes and supports student success and contributes to the achievement of program outcomes.

Student as Learner

Student commitment and engagement within the academic environment is required to be successful in the nursing education process and create a foundation for further education. The student is accountable for active participation and consistent preparation in the learning process facilitating the transfer of knowledge and skills to the clinical setting. Meaningful collaboration and timely communication with faculty is essential for student success and transition to nursing.

Approved 2/27/2025; Reviewed 5/21/26

**Fort Scott Community College
Conceptual Framework**



Originated 2/2025

Fort Scott Community College Nursing Program Nursing Curriculum

- An Associate of Applied Science Degree can be completed in five semesters. The graduate will, following confirmation by the Kansas State Board of Nursing, be eligible to take the National Council Licensure Examination - Registered Nurse (NCLEX-RN).
- Students are responsible for completing the curriculum that is approved by the Kansas State Board of Nursing at the time they are admitted or readmitted to the program. In the event the student has taken a leave of absence, the curriculum in place at the time of the return and currently approved by KSBN must be completed. The curriculum consists of 72 credit hours: 31 general education credit hours and 41 nursing credit hours.
- Prerequisite courses must be completed prior to beginning the nursing courses. Co-requisite courses **MUST** be taken in the scheduled sequence or ahead of schedule.
- The four semesters of nursing are leveled. Subsequently all nursing courses must be taken in order by level according to the curriculum sequence. A student must meet all course outcomes and complete all course requirements of each semester before proceeding to the next semester of nursing.
- Transfer students may petition to take a course(s) out of sequence due to their previous course completion from the transfer school. Any variation of sequence requires full nursing faculty and director approval and syllabi review. Transfer NUR courses must be within the previous 2 years to be accepted.
- The FSCC Nursing Program is full-time with exceptions being the LPN in the first semester and students repeating a course.
- See plan of study for course sequence for generic and LPN to RN students.

New approval: 051311; 051013; 052914; 052015; 052016; 052417; 052518; 012625; revision 2/27/2025; reviewed 5/21/26

**Fort Scott Community College
Department of Nursing**

Associate Degree Plan of Study – Generic Student

First Nursing Semester:

NUR1217 Foundations of Nursing Care	7 credit hours
Didactic – 4.5 credit hours	
Clinical – 2.5 credit hours (2.5 X 3 x 15=112.5 clock hours)	
NUR1213 Health Assessment	3 credit hours
PSY 1023 –Psychology of the Human Lifespan	3 credit hours
ALH2263 Pathophysiology	<u>3 credit Hours</u>
Total	16 credit hours

Second Nursing Semester:

NUR1223 Mental Health Nursing	3 credit hours
Didactic – 2.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 =22.5 clock hours)	
NUR1253 Nursing Pharmacology (Format – Face to Face)	3 credit hours
NUR1226 Basic Medical Surgical Nursing	6 credit hours
Didactic 4.5 credit hours	
Clinical 1.5 credit hours (1.5 x 3 x 15 = 67.5 Clock hours)	
Total	12 credit hours

Third Nursing Semester:

NUR2323 Nursing Care of the Child	3 credit hours
Didactic – 2.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 = 22.5 clock hours)	
NUR2312 Maternal Newborn Nursing	2 credit hours
Didactic –1.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 = 22.5 clock hours)	
NUR2335 Acute and Chronic Medical Surgical Nursing	5 credit hours
Didactic – 3.5 credit hours	
Clinical – 1.5 credit hours (1.5 x 3 x 15 = 67.5 Clock hours)	
BIO1245 Microbiology	<u>5 credit hours</u>
Total	15 credit hours

Fourth Nursing Semester:

NUR2515 Complex Medical Surgical Nursing	5 credit hours
Didactic –3.5 credit hours (60)	
Clinical – 1.5 credit hours (1.5 x 3 x 15 =67.5 clock hours)	
ENG1023 or SPE1093 – English102 or Public Speaking	3 credit hours
NUR2542 Nursing Leadership and Management (Hybrid)	2 credit hours
NUR2531 Capstone Clinical Experience	1 credit hour
NUR2541 Transition to Nursing Practice	<u>1 credit hour</u>
Total	12 credit hours

General Education = 31 Credit Hours Nursing = 41 Credit Hours Total = 72

Originated – 5/2025/Reviewed 5/21/2026

Associate Degree Plan of Study – LPN Student

First Nursing Semester: *

NUR1213 Health Assessment	3 credit hours
PSY1023 Psychology of the Human Lifespan	3 credit hours
ALH2263 Pathophysiology	<u>3 credit Hours</u>
Total	16 credit hours

Second Nursing Semester:

NUR1223 Mental Health Nursing	3 credit hours
Didactic – 2.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 = 22.5 clock hours)	
NUR1253 Nursing Pharmacology (Format – Face to Face)	3 credit hours
NUR1226 Basic Medical Surgical Nursing	6 credit hours
Didactic 4.5 credit hours	
Clinical 1.5 credit hours (1.5 x 3 x 15 = 67.5 Clock hours)	
Total	12 credit hours

Third Nursing Semester:

NUR2323 Nursing Care of the Child	3 credit hours
Didactic – 2.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 = 22.5 clock hours)	
NUR2312 Maternal Newborn Nursing	2 credit hours
Didactic – 1.5 credit hours	
Clinical – 0.5 credit hours (0.5 x 3 x 15 = 22.5 clock hours)	
NUR2335 Acute and Chronic Medical Surgical Nursing	5 credit hours
Didactic – 3.5 credit hours	
Clinical – 1.5 credit hours (1.5 x 3 x 15 = 67.5 Clock hours)	
BIO1245 – Microbiology	<u>5 credit hours</u>
Total	15 credit hours

Fourth Nursing Semester:

NUR2515 Complex Medical Surgical Nursing	5 credit hours
Didactic – 3.5 credit hours (60)	
Clinical – 1.5 credit hours (1.5 x 3 x 15 = 67.5 clock hours)	
ENG1023 or SPE1093 – English102 or Public Speaking	3 credit hours
NUR2542 Nursing Leadership and Management (Hybrid)	2 credit hours
NUR2531 Capstone Clinical Experience	1 credit hour
NUR2541 Transition to Nursing Practice	<u>1 credit hour</u>
Total	12 credit hours

General Education = 31 Credit Hours Nursing = 41 Credit Hours Total = 72

*Seven credit hours will be applied to the student's transcript for Foundations of Nursing following successful completion of the program.

Originated 5/2025; Reviewed 5/21/2026

**Fort Scott Community College
Department of Nursing**

Expected Program Student Learning Outcomes (EPSLOs)

(Kansas Board of Regents ADN Alignment Program Outcomes)

1. Integrate caring behaviors in practicing the art and science of nursing within a diverse population.
2. Implement professional standards and scope of practice within legal, ethical, and regulatory frameworks.
3. Collaborate with clients and members of the inter-professional health care team to optimize client outcomes.
4. Formulate safe and effective clinical judgements guided by the nursing process, clinical reasoning, and evidence-based practice.
5. Provide leadership in the management of care to meet client needs using available resources and current technology.
6. Generate teaching and learning processes to promote and maintain health and reduce risks for a global population.
7. Demonstrate effective communication methods to manage client needs and to interact with other healthcare team members.

Nursing Course Description with Course Outcomes

First Semester

Foundations of Nursing Care

COURSE DESCRIPTION:

NUR1217 Foundations of Nursing Care (7 credit hours). This course focuses upon basic concepts for the promotion of physical and psychosocial health in the areas of mobility, sensory alterations, safety, infection control, wound care, hygiene, sleep, nutrition, elimination, growth and development, pain control, stress and coping, grief and loss, sexuality and medication administration. Introduction to the nursing process and clinical judgment is made and integrated into client care planning and delivery. Students will simulate skills in the laboratory and have the opportunity to apply classroom theoretical concepts and deliver safe client care to adults in both long-term and acute care settings

PREREQUISITES: Admission to the nursing program.

CO-REQUISITES: Student must be concurrently enrolled in NUR1213 Health Assessment and ALH 2263 Pathophysiology. Enrollment in Psychology of the Human Lifespan is required unless completed previously with a grade of at least a “C”. LPNs are required to take NUR1213 Health Assessment but not NUR1217 Foundations of Nursing Care.

Health Assessment

COURSE DESCRIPTION:

NUR1213 Health Assessment (3 credit hours). This course provides the framework for preparing students to perform comprehensive health assessments on adult clients. Emphasis is placed on taking a thorough nursing history, performing physiological, psychological, sociological, cultural, and spiritual assessments, as well as identification of stressors and health risks and health promotion teaching. Laboratory experiences provide the student an opportunity to practice assessment skills on adult clients across the lifespan in a variety of settings. A comprehensive head to toe assessment must be successfully performed at the completion of the course.

PREREQUISITES: Admission to the nursing program.

CO-REQUISITES: Student must be concurrently enrolled in NUR1217 Foundations of Nursing, and ALH 2263 Pathophysiology. Enrollment in Psychology of the Human Lifespan is required unless completed previously with a grade of at least a “C”. LPNs are required to take NUR1213 Health Assessment but not NUR1217 Foundations of Nursing Care.

Pathophysiology

COURSE DESCRIPTION:

ALH2263 Pathophysiology (3 credit hours). This course will augment the knowledge of nurses and student nurses regarding pathophysiological aspects of nursing, resulting in a greater understanding of human disease processes.

PREREQUISITES(S): Students must have satisfactorily completed the following courses: Anatomy & Physiology

Second Semester

Mental Health Nursing

COURSE DESCRIPTION:

NUR1223 Mental Health Nursing (3 credit hours). This course is designed to incorporate the scope and standards of psychiatric mental health nursing practice as determined by the American Nurses Association. Mental health nursing care concepts are integrated through team-work, collaboration and safety in a holistic approach utilizing evidenced-based practice throughout the lifespan. Students will develop the skills necessary to apply clinical reasoning for a wide range of mental health conditions. Emphasis is placed on the biopsychosocial model of care including treatment modalities. Historical aspects of mental health will emphasize the advancement in mental health care.

PREREQUISITES: NSG 1217 Foundations of Nursing (excluding LPNs), NSG1213 Health Assessment, ALH2263 Pathophysiology, PSY1023 Psychology of the Human Lifespan

COREQUISITE: NUR1226 Basic Medical Surgical Nursing, NUR1253 Nursing Pharmacology

Basic Medical Surgical Nursing

COURSE DESCRIPTION:

NSG1226 Basic Medical Surgical Nursing (6 credit hours). This course focuses on the care of the adult client with basic medical surgical health deficits. Theory focuses on basic medical surgical deficits, perioperative experiences and restorative interventions for the following body systems: sensory, respiratory, cardiovascular, gastrointestinal, endocrine, renal, immune, musculoskeletal and neurologic. Pharmacologic applications are integrated across all content. Concepts of nursing practice focus on collaborative interdisciplinary team care and communication that promotes safe client outcomes. Through utilization of the nursing process, critical thinking, clinical reasoning, and evidence-based practice students will develop clinical judgments assisted by faculty when needed. Beginning leadership skills, technology resources, adherence to professional standards and legal ethical frameworks and client/family education support client centered care.

PREREQUISITES: NSG1217 Foundations of Nursing (excluding LPNs), NSG1213 Health Assessment, ALH 2263 Pathophysiology, PSY1023 Psychology of the Human Lifespan

COREQUISITE: NUR1223 Mental Health Nursing, NUR1253 Nursing Pharmacology

Nursing Pharmacology

COURSE DESCRIPTION:

NUR1253 Nursing Pharmacology (3 credit hours). This course is designed to give the student an understanding of the pharmacological concepts of pharmacodynamics and pharmacokinetics. Drug classifications will be covered in terms of indications for use, actions, side effects, appropriate monitoring, and drug interactions. The role of interdisciplinary communication and collaboration, as well as client teaching, will be covered as it relates to client safety and quality outcomes.

PREREQUISITES: NSG1217 Foundations of Nursing (excluding LPNs), NSG1213 Health Assessment, ALH 2263 Pathophysiology, PSY1023 Psychology of the Human Lifespan

COREQUISITE: NUR1226 Basic Medical Surgical Nursing, NUR1223 Mental Health Nursing

Third Semester

Maternal Newborn Nursing

COURSE DESCRIPTION

NUR2312 Maternal Newborn Nursing (2 credit hours). This course is designed to incorporate the nursing evidence-based standards of care as determined by The Association of Women's Health, Obstetric and Neonatal Nurses into the maternal nursing perinatal continuum of care which includes care of the newborn. Achievement of quality client outcomes is enhanced through interdisciplinary collaboration, quality improvement, use of informatics and sound clinical judgment. Utilizing leadership skills the nurse delivers family centered nursing care to promote wellness, reduce risk and restore health. The client and family will be viewed holistically through the lens of their own unique physical, social, cultural, and spiritual aspects.

PREREQUISITE(S): NSG1253 Nursing Pharmacology, NSG1226 Basic Medical Surgical Nursing, NSG1223 Mental Health Nursing

COREQUISITE(S): Biology1245 Microbiology, NUR2323 Care of the Child, NUR2335 Acute and Chronic Medical Surgical Nursing

Nursing Care of the Child

COURSE DESCRIPTION:

NUR2323 Nursing Care of the Child (3 credit hours). This course is designed to incorporate the American Nurses Association, Scope and Standards of Pediatric Nursing Practice into contemporary pediatric nursing. Key aspects of this course will incorporate national pediatric health promotion goals for disease prevention to improve health quality as well as emphasis on developmentally appropriate care. A client/family centered approach to care and teaching is utilized to support the caregiver role and promote a healthy childhood. Interdisciplinary collaboration, use of informatics, and sound clinical judgment contribute to safe pediatric client outcomes for children with acute and chronic conditions.

PREREQUISITE(S): NSG1253 Nursing Pharmacology, NSG1226 Basic Medical Surgical Nursing, NSG1223 Mental Health Nursing

COREQUISITE(S): Biology1245 Microbiology, NUR2312 Maternal Newborn Nursing, NUR2335 Acute and Chronic Medical Surgical Nursing

Acute and Chronic Medical Surgical Nursing

COURSE DESCRIPTION:

NSG2335 Acute and Chronic Medical Surgical Nursing (5 credit hours). This course focuses on the care of the adult client with acute/chronic medical surgical health deficits. Theory focuses on acute/chronic medical surgical deficits, and restorative interventions for the following body systems: sensory, respiratory, cardiovascular, gastrointestinal, endocrine, renal, immune, musculoskeletal and neurologic. Community concepts related to disaster planning/triage and epidemiology are also covered.

Pharmacologic applications are integrated across all content. Concepts of nursing practice focus on collaborative interdisciplinary team care and therapeutic communication that promotes safe client outcomes. Through utilization of the nursing process, critical thinking, clinical reasoning, and evidence-based practice students will develop clinical judgments assisted by faculty when needed. Leadership skills, technology resources, adherence to professional standards and legal ethical frameworks and client/family education support client centered care.

PREREQUISITE(S): NSG1253 Nursing Pharmacology, NSG1226 Basic Medical Surgical Nursing, NSG1223 Mental Health Nursing

COREQUISITE(S): Biology 1245 Microbiology, NUR2312 Maternal Newborn Nursing, NUR2323 Care of the Child

Fourth Semester

Capstone Clinical Immersion

COURSE DESCRIPTION:

NUR2531 Capstone Clinical Experience (1 credit hour). This clinical course provides the student the opportunity to synthesize and apply nursing knowledge, skills, and caring necessary to function as a beginning professional nurse. It offers the student the opportunity to apply evidence-based practice to preventive, therapeutic, and rehabilitative nursing interventions to diverse individuals, families and population groups. An immersion clinical experience enables the student to practice leadership and management of care skills. The student will use available technology and informatics to assess, document, and evaluate the quality, safety, and effectiveness of patient-centered nursing care.

PREREQUISITES: NUR2312 Maternal Newborn Nursing, NUR2323 Care of the Child, NUR2335 Acute and Chronic Medical Surgical Nursing, BIO1245 Microbiology

CO-REQUISITES: ENG 1023 or SPE 1093 – English 102 or Public Speaking, NUR 2541 Transition to Nursing Practice, NUR 2515 Complex Medical Surgical Nursing, NUR 2542 Nursing Leadership and Management

Complex Medical Surgical Nursing

COURSE DESCRIPTION:

NUR 2515 Complex Medical Surgical Nursing (5 credit hours). This course focuses on the nursing care of the adult client with complex medical and/or surgical health conditions of all body systems. Course content will provide the students with the necessary knowledge to apply critical thinking and clinical judgement skills. Students will have the ability to integrate more advanced concepts related to high acuity and critically ill clients. Pharmacologic applications are integrated across all content Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe care to a

diverse client population in a variety of settings. Technology and informatics in both didactic and clinical settings are utilized.

PREREQUISITES: NSG2312 Maternal Newborn Nursing, NSG 2323 Care of the Child, NSG 2335 Acute and Chronic Medical Surgical Nursing

COREQUISITE: ENG 1023 or SPE 1093 – English 102 or Public Speaking, NUR 2541 Transition to Nursing Practice, NUR 2531 Capstone Clinical Immersion, NUR 2542 Nursing Leadership and Management

Nursing Leadership and Management

COURSE DESCRIPTION

NUR2542 Nursing Leadership and Management (2 credit hours). This course is designed to analyze nursing leadership and management from a systems perspective, emphasizing the function of nursing within the larger organizational structure. The role of a professional nurse as leader and manager of care is explored. The course promotes effective leadership behaviors related to the nursing roles of coordinator of care, client advocate, collaborator with clients, decision-maker, and contributor within a multidisciplinary team to deliver safe, patient-centered care. Improving organizational performance, evidenced-based practice, and the use of informatics are presented within the expanding roles of a nurse. Legal, ethical, and professional standards are presented that promote nursing actions toward holistic care to individuals, families, groups, and communities in a complex global society.

PREREQUISITES: NSG2312 Maternal Newborn Nursing, NSG2323 Care of the Child, NSG 2335 Acute and Chronic Medical Surgical Nursing, BIO1245

COREQUISITE: ENG 1023 or SPE 1093 – English 102 or Public Speaking, NUR 2541 Transition to Nursing Practice, NUR 2531 Capstone Clinical Immersion, NUR 2515 Complex Medical Surgical Nursing

Transition to Nursing Practice

COURSE DESCRIPTION:

NSG 2541 Transition to Nursing Practice (1 credit hour). This course is designed to prepare the new graduate to transition to the professional role of the registered nurse. Students will prepare resumes and complete a mock job interview. The process of licensure and the legal/regulatory guidelines through the Kansas Nurse Practice Act will be explored as well as expectations for preparation and taking the NCLEX-RN exam.

PREREQUISITES: NSG2312 Maternal Newborn Nursing, NSG2323 Care of the Child, NSG 2335 Acute and Chronic Medical Surgical Nursing, BIO1245 Microbiology

COREQUISITE: ENG 1023 or SPE 1093 – English 102 or Public Speaking, NUR 2542 Nursing Leadership and Management, NUR 2531 Capstone Clinical Immersion, NUR 2515 Complex Medical Surgical Nursing

Originated 5/2025; Reviewed 5/21/2026

Admission and Progression in the Nursing Program

Admission Related Information

The FSCC Nursing Program was approved by the Kansas State Board of Nursing (KSBN) to admit 20 students for Fall 2026.

Applicants with English as a Second Language

For students whose secondary education was in English, no TOEFL scores are required. Students are expected to meet entrance requirements through prerequisites and demonstrate academic capabilities on the ATI TEAS Admission Assessment Exam. For students whose secondary education was not in English, must present a TOEFL score of the following for admission into the nursing program:

Writing –	20
Speaking -	20
Reading –	19
Listening -	<u>20</u>
Total -	79 or higher

RE: 031497; 062201; 052406; 020509; 051311; 053012; 052016; 052018; 051822

ATI TEAS Admission Assessment Exam

- a. The Nursing Department uses the ATI TEAS Admission Exam as part of the entrance determinant.
- b. Students should take the examination in the semester that their application is being considered.
- c. Students may take the exam up to two times in one semester.
- d. The exam measures basic academic knowledge. The TEAS Exam will test in the following subject areas: Reading, English and Language Usage, Mathematics and Science. Admission points are based on the composite score, and the Reading and Science Sub scores. Applicants must complete the ATI TEAS Admission Assessment Exam with a composite score of **60%** or higher to be considered.
- e. The cost of the examination is based on ATIs current charges for the examination (\$70 as 7/25).
- f. The ATI TEAS test will be proctored in the FSCC Nursing Department. Contact the Administrative Assistant at 620-223-2700 ext. 8102 for scheduling of the exam.
- g. Study materials may be purchased for the ATI TEAS Test on Amazon. Other free resources are available online if the student desires additional preparation for the exam.

Students applying to the nursing program who have taken nursing courses outside of FSCC, may request to transfer credit. Students must provide a complete syllabus of the course. Decisions regarding transfer credit is at the discretion of the program director and faculty.

Students must have completed a minimum of 15 credit hours at the college to receive a degree from FSCC.

Once admitted to the nursing program students must take all nursing courses at FSCC.

Originated: 7/29/24

Generic Nursing Student Admission Policy

Admission Requirements

- Submit the FSCC admissions application and be admitted.
- Prerequisite courses including Anatomy & Physiology, English 101, General Psychology, College Algebra or Applied Math for Nursing, and Nutrition must be completed the semester prior to the planned entrance semester. The application may be submitted while the applicant is completing the prerequisite courses.
- A 3.0 GPA and a grade of 70% “C” or higher in each course must be achieved in the prerequisite courses. A cumulative GPA will not be used to determine entrance requirements.
- Students are only **allowed to repeat two (2) pre-requisite courses one time each** to meet entrance requirements. Science courses must be repeated if greater than seven years have elapsed since taking the course. Special circumstances may be reviewed by the nursing director and faculty on a case-by-case basis.
- Submit high school transcript or GED transcript and transcripts from **all** other colleges or universities attended to the Registrar’s Office. Final acceptance of transfer credits is determined by the college Registrar.
- Students transferring courses from another accredited college or university must submit an “official” transcript for those courses to be considered. Only official transcripts with final course grades will be considered. Due to transcript processing times, an email sent to the nursing department from course instructor with final course grade may be accepted pending receipt of official transcript.
- Applicants must complete the ATI TEAS Admission Assessment Exam with a composite score of **60%** or higher to be considered.
- Applicants entering FSCC must take the ACCUPLACER exam if they are not transferring hours from another college or university. Students who have taken the ACT and have scores 21 or higher in English and Math are also exempted from taking the ACCUPLACER exam.

Nursing Applications

- Submit nursing application packet by the designated deadline on the nursing website at 5:00pm.
- **Submit a professional resume along with the application packet. This is considered a part of the application process.**
- A **complete** nursing program application includes the application form, a professional resume, a medical form, a latex allergy form, and three endorsement forms with positive references. Reference forms **are not accepted from family members or close friends**.
- The program reserves the right to make an exception to extend the application deadline requirement if the program is not at its capacity following candidate selection. At that time, the faculty and program Director may consider an application that meets entrance qualifications, but whose application was not submitted by the deadline.
- Applications are considered based on highest number of admission points awarded for GPA in prerequisite courses, TEAS exam, and one point if all prerequisites completed at FSCC. If ties exist in admission points, final determination is awarded to the student with the highest score on the TEAS Admission Assessment Exam.
- Applicant files are initially reviewed by the Administrative Assistant for completeness; files are then reviewed by the Director for completeness and assignment of admission points; files are then reviewed by the Faculty Selection Committee for completeness and to assign ranking for entrance. The committee makes the final determination for entrance.
- All application materials are to be sent directly to:

Nursing Administrative Assistant
Nursing Department
Fort Scott Community College 2108 South Horton
Fort Scott, Kansas 66701

- Late applications are considered ONLY if there is capacity.

Admission Selection Process

- Only applicants with complete files will be considered
- Selection is based on academic performance through the awarding of admission points.
- Admission points are given for TEAS Scores, Prerequisite GPA, and all prerequisites taken at FSCC.
- In the event of a tie in admission points, the TEAS Admission Assessment Exam score will be used as the tie breaker to determine entrance.

Admission Selection Notification:

- Selected applicants will be notified in writing and given 10 business days to accept their position by returning a “letter of intent” and non-refundable deposit.
- Applicants who are not selected will be notified in writing.
- Applicants who were not accepted must contact the Nursing Administrative Assistant if they wish for their file to be kept and considered for subsequent classes.

Following Admission to the Program

- o All students admitted to the program must undergo a criminal background check for clinical placement.
- o Drug Screening is required for clinical placement.
- o Once admitted to the FSCC program students may not transfer nursing courses from another institution including Pathophysiology.

Origination - 072982; Revisions – 121782; 072384; 060986; 051388; 041890; 051492; 121192; 101793; 102194; 030896; 021398; 030700; 031601; 051701; 100702; 053003; 060903; 090903; 030805; 061406; 070307; 080808; 052710; 051311; 051013; 052914; 052015; 052016; 052417; 052518; 052219; 060220; 052121; 051822; 11/21/2024; 07/01/2025; Revised 5/21/2026

Transfer Student Admission Policy

Admission Requirements

- Submit the FSCC admissions application and be admitted.
- Prerequisite courses including Anatomy & Physiology, English 101, General Psychology, College Algebra or Applied Math for Nursing, and Nutrition must be completed the semester prior to the planned entrance semester. The application may be submitted while the applicant is completing the prerequisite courses.
- A 3.0 GPA and a grade of 70% “C” or higher in each course must be achieved in the prerequisite courses. A cumulative GPA will not be used to determine entrance requirements.
- Students are only allowed to repeat two (2) pre-requisite courses one time each to meet entrance requirements. Science courses must be repeated if greater than seven years have elapsed since taking the course. Special circumstances may be reviewed by the nursing faculty and Program Director on a case-by-case basis.
- **Submit high school transcript or GED transcript and transcripts from all other colleges or universities attended to the Registrar’s Office. Final acceptance of transfer credits is determined by the college Registrar. Nursing courses will be evaluated by the program director, registrar and FSCC Nursing faculty teaching the course to determine equivalency to the FSCC curriculum/courses.**
- Students transferring courses from another accredited college or university must submit an “official” transcript for those courses to be considered. Only official transcripts with final course grades will be considered. Due to transcript processing times, an email sent to the nursing department from course instructor with final course grade may be accepted pending receipt of official transcript.
- Applicants must complete the ATI TEAS Admission Assessment Exam with a composite score of

60% or higher to be considered.

Nursing Applications

- Submit nursing application packet by the designated deadline at 5:00pm.
- **Submit a professional resume along with the application packet. This is considered as part of the application process.**
- A complete nursing program application includes the application form, a professional resume, a medical form, a latex allergy form, and three endorsement forms with positive references. References **forms are not accepted from family members or close friends.**
- The program reserves the right to make an exception to extend the application deadline requirement if the program is not at its capacity following candidate selection. At that time, the faculty and program Director may consider an application that meets entrance qualifications, but whose application was not submitted by the deadline.
- Applications are considered based on highest number of admission points awarded for GPA in prerequisite courses, ATI TEAS Test admission exam, and one point if all prerequisites completed at FSCC. If ties exist in admission points, final determination is awarded to the student with the highest score on the TEAS Admission Assessment Exam.
- Applicant files are initially reviewed by the Administrative Assistant for completeness; files are then reviewed by the Director for completeness and assignment of admission points; files are then reviewed by the Faculty Selection Committee for completeness and to assign ranking for entrance. The committee makes the final determination for entrance.
- All application materials are to be sent directly to:
Nursing Department – Nursing Administrative Assistant
Fort Scott Community College 2108 South Horton
Fort Scott, Kansas 66701
- Late applications are considered ONLY if there is extra capacity prior to final class selection regardless of admission points and are considered on a first-come-first-served basis.

Admission Selection Process

- Only applicants with complete files will be considered
- Selection is based on academic performance through the awarding of admission points.
- Admission points are given for TEAS Scores, Prerequisite GPA, and all prerequisites taken at FSCC.
- In the event of a tie in admission points, the TEAS Admission Assessment Exam score will be used as the tie breaker to determine entrance.
- Consideration of successful performance in another nursing program will be given to admission of transfer students.
- Transfer students will be interviewed by nursing faculty as part of the admission process.

Admission Selection Notification:

- Selected applicants will be notified in writing and given 10 business days to accept their position by returning a “letter of intent” and non-refundable deposit.
 - Applicants who are not selected will be notified in writing.
 - Applicants who were not accepted must contact the Nursing Administrative Assistant if they wish for their file to be kept and considered for subsequent classes.

Following Admission to the Program

- o All students admitted to the program must undergo a criminal background check for clinical placement.
- o Drug Screening is required for clinical placement.
- o Once admitted to the FSCC program students may not transfer nursing courses from another institution including Pathophysiology.

Originated – 5/2025; Revised 5/21/2026

LPN to RN Admission Policy

Admission Information:

Five (5) LPN to RN students may be admitted each semester if space allows.

Admission Requirements

- Applicants must have completed the following prerequisites prior to entering the nursing program: Anatomy & Physiology, English 101, General Psychology, College Algebra or Applied Math for Nursing, Microbiology, Psychology of Human Lifespan and Nutrition. The application may be submitted while the applicant is completing the prerequisite courses.
- LPN to RN students must have an unencumbered license to practice practical nursing in Kansas.

Nursing Applications

- Complete and submit the FSCC admissions application if not already a student.
- Complete and submit the nursing admission packet by the designated deadline at 5:00 pm. The program reserves the right to make an exception to extend the application deadline requirement if the program is not at its capacity following candidate selection.
- **Submit a professional resume along with the application packet. This is considered as part of the application process.**
- A complete nursing program application includes the application form, a professional resume, a medical form, a latex allergy form, and three endorsement forms with positive references. References forms **are not accepted from family members or close friends.**
- Submit high school transcript or GED transcript and transcripts from **all** other colleges or universities attended to the Registrar's Office. Final acceptance of transfer credits is determined by the college Registrar.
- Students transferring courses from another accredited college or university must submit an "official" transcript for those courses to be considered. Only official transcripts with final course grades will be considered. Due to transcript processing times, an email sent to the nursing department from course instructor with final course grade may be accepted pending receipt of official transcript.
- Applicant files are initially reviewed by the Administrative Assistant for completeness; files are then reviewed by the Director for completeness and assignment of admission points; files are then reviewed by the Faculty Selection Committee for completeness and to assign ranking for entrance. The committee makes the final determination for entrance.
 - All application materials are to be sent directly to:
Nursing Department – Shelly Brennon
Fort Scott Community College 2108 South Horton
Fort Scott, Kansas 66701
 - Students must complete the ATI TEAS Admission Assessment Exam with a composite score of 60% or higher to be considered.
 - Applications are considered based on highest number of admission points awarded for GPA in practical nursing courses and the TEAS exam. If ties exist in admission points, final determination is awarded to the student with the highest score on the TEAS Admission Assessment Exam.

Admission Selection Process

- Only applicants with complete files will be considered
- Selection is based on academic performance through the awarding of admission points.

Admission Selection Notification:

- Selected applicants will be notified in writing and given 10 business days to accept their position by returning a "letter of intent" and non-refundable deposit.
- Applicants who are not selected will be notified in writing.
- Applicants who qualify and are not selected due to lack of space will be waitlisted and the applicant with the highest admission qualification will be given the opportunity to enter the

program if space becomes available.

- Applicants who were not accepted must contact the Nursing Administrative Assistant if they wish for their file to be kept and considered for subsequent classes.

Following Admission to the Program

- o LPNs may petition the nursing department to transfer nursing courses into the curriculum. Syllabi will be reviewed by the FSCC nursing faculty member teaching the course and a decision made by the program director and faculty.
- o All students admitted to the program must undergo a criminal background check for clinical placement.
- o Drug Screening is required for clinical placement.

Revised 11/21/2024; Revised 5/21/2026

Progression Policies

To progress in the nursing program the student must:

1. complete all didactic courses with a 76% (or greater) grade.
2. achieve a passing grade "C" or better in all co-requisite courses listed on the curriculum sequence.
3. demonstrate satisfactory performance in practicum experiences with an average 76% (or greater) grade on assigned clinical paperwork. All nursing clinical is graded pass/fail. Failure in clinical results in course (Didactic/Clinical) failure and a grade of "F".
3. have completed all prior semester courses successfully.

Course Withdrawals

1. Students who have withdrawn from a course must submit a letter of intent to retake the course withdrawn from.
2. A student who decides to withdraw from a nursing course must meet with the program director to complete documentation.

Withdrawal from the nursing program

1. Students withdrawing from the nursing program must meet with the Director of Nursing to complete documentation. The withdrawal policy stated in the college catalog will be followed.

Dismissal from the nursing program

1. Students failing 1 or 2 courses will be dismissed from the nursing program.
2. Students failing one course may apply for readmission and must submit a letter requesting readmission. A face-to-face meeting with the Director of Nursing and the course instructor will be scheduled. This request should be submitted within thirty days of the beginning of the course.
3. Students failing two courses or the same course twice will be dismissed from the program without the ability to reapply.
4. Student behaviors that may result in immediate dismissal from the nursing program and do not allow for readmission are:
 - Intentional (with forethought and malice) Breach of Confidentiality/HIPAA
 - Patient abuse or purposely harmful behavior
 - Dishonest behavior including but not limited to, false documentation, 2nd Academic Dishonesty Offense
 - Verified substance abuse
 - Felony conviction of harm to a person
 - Conviction of criminal drug statutes
 - Action that has placed clinical contract in jeopardy

- Inability to meet clinical requirements

Revised: 050891; 072500; 061201; 062403; 052406; 072007; 061010; 051311; 052319;052121; 11/21/2024; 5/22/25

Graduation Requirements

Students must meet graduation requirements established in the current FSCC Catalog for the AAS in nursing degree. Students are required to do degree audit checks to ensure they are meeting the requirements for graduation. Students must have a cumulative GPA of 2.0 and must have completed a minimum of 15 credit hours at FSCC to be eligible to receive a degree from FSCC. Students are required to petition to graduate through the Registrar's Office and to take the FSCC Work Keys exit examination.

Grievance Procedures

1. The nursing department believes that issues and concerns are best handled when parties involved in conflict can communicate concerns and obtain resolution prior to initiating the FSCC grievance/appeals procedures. Students should follow the chain of command within the department by first discussing the concern with the instructor and then the department director. The grievance should be filed within 48 hours of the occurrence (2 business days).
2. A department hearing will be held involving the student, faculty, and director prior to any final action taken against a student within 5-7 business days. The student will be notified of the decision by the Director of Nursing at the student's FSCC email address. A follow-up letter will also be sent to the student's address of record.
3. If the concern cannot be resolved at the department level, the student appeals procedures are presented in the *FSCC Student Catalog* under the headings: College Disciplinary Process and Student Appeals Other than Disciplinary Areas.

Revised: 050891; 072500; 061201; 062403; 052406; 072007; 061010; 051311; 052319;052121; 11/21/2024; Reviewed: 5/22/25; Revised 5/21/2026

Readmission to the Nursing Program Policy

1. Students may be re-admitted if they have failed one course and can complete the program within 150% of the program length from the time of original admission.
2. The participation in/attendance of a reapplying student who has been referred for remediation will be considered in the decision to readmit. Students who failed to be compliant with remediation may be denied readmission.
3. If a student fails two courses or cannot complete within 150% of the program length from the time of admission, they will not be eligible for readmission.
4. Application for Readmission
 - a. Submit a letter requesting readmission to the Director of the nursing program including the student's perception of why they were not successful and plans to succeed in the future.
 - b. The letter must be submitted within 30 days of the beginning of the semester. Failure to comply with this could result in not being eligible for readmission.
5. Readmission to the nursing program is on a space available basis.
6. Decisions of readmission will be made by the Director of Nursing and the course faculty.
7. Any student seeking readmission to the program will be required to participate in the Student Success Program (see requirements).

Origination – 060810; Revised – 07022010; 111110; 051311; 05/2013; 052914; 052518; 052219; 051522; 11/21/2024; Revised 5/21/2026

Leave of Absence from the Program Policy

1. After successfully completing a semester, a student may submit a written request to the Director of Nursing for a leave of absence from the program.
2. The student must inform the Director of their leave of absence request.
3. The student must submit a request to return 30 days prior to the beginning of the semester. If a vacancy is available for the time of return, the student can re-enter.
4. The Director of Nursing and Faculty will review the student's file before a decision is made for re-entry.
5. Students must still complete the program within 150% of the program length.
6. Students must complete the curriculum that is approved at the time they re-enter the nursing program.

RE: 060986; 051388; 061201; 040309; 052015; 052518; 052319; 11/21/2024; Reviewed 5/21/2026

Activation to Military Duty Policy

A currently enrolled student who is called to active military duty will be allowed to drop all classes and receive a refund of tuition paid. The student must initiate the process by completing and signing the "Change of Schedule" form indicating the reason as "Called to active military duty."

Reviewed 062701; 051311; 052914; 052015; 052016; 052518; 052319; 5/21/2026

Nursing Program Health Requirements

1. All incoming nursing students are required to have completed a health physical on the form provided. This is part of the admission packet. These forms are reviewed by the nursing director. Information may be shared with the student's clinical faculty as needed for the student's safety.
2. Personal medical information must be updated if conditions/medications emerge/change.
3. Students absent for more than 2 days due to illness or postsurgical, must provide a healthcare provider (Physician/Nurse Practitioner/PA) written release to return to the clinical area.
4. Students with physical restrictions (lifting, casting, crutches, slings etc.) must bring a written form from the healthcare provider. The program will need to make the clinical facility aware of the restriction. The facility has the right to prohibit/limit the student's participation in clinical. Every effort will be made to assist the student in meeting clinical outcomes. Should this not be possible the student may be required to drop/withdraw from the class and repeat the course when again offered.

Qualifications for Applying for a Registered Nurse License in Kansas.

Kansas State Law, as documented by the Kansas Nurse Practice Act:

1. Qualifications of applicants. An applicant for a license to practice as a registered professional nurse shall:
 - have graduated from an approved school of professional nursing in the United States or its territories or from a school of professional nursing in a foreign country which is approved by the board as defined in rules and regulations;
 - Instructions for Foreign Nurses:
<http://www.ksbn.org/forms/Instructions%20for%20Foreign%20Nurses.pdf>
 - have obtained other qualifications not in conflict with this act as the board may prescribe by rule and regulation; and
 - file with the board a written application for a license.

2. The board may deny, revoke, limit or suspend any license or authorization to practice nursing as a registered professional nurse or as a licensed practical nurse if the applicant, licensee or holder of a temporary permit or authorization is found after hearing:
 - to have been guilty of a felony or to have been guilty of a misdemeanor involving an illegal drug offense unless the applicant or licensee establishes sufficient rehabilitation to warrant the public trust, except that notwithstanding K.S.A. 74-120, and amendments thereto, no license or authorization to practice nursing as a licensed professional nurse, as a licensed practical nurse, as an advanced practice registered nurse or registered nurse anesthetist shall be granted to a person with a felony conviction for a crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated, prior to their repeal, or article 54 chapter 21 of the Kansas Statutes Annotated, or K.S.A. 2012 Supp. 21-6104, 21-6325, 21-6326 or 21-6418, and amendments thereto;

From: Kansas Nurse Practice Act Statutes & Administrative Regulations. Topeka, KS. Kansas State Board of Nursing, October, 2023. Sections 65-1115 and 65-1120.

<https://ksbn.kansas.gov.npa>

Kansas Crimes Against Persons

Chapter 21 – Article 54

Kansas Statutes > Chapter 21 > Article 54 – Crimes Against Persons

Current as of: 2023 |

[§ 21-5401 Capital murder](#)

[§ 21-5402 Murder in the first degree](#)

[§ 21-5403 Murder in the second degree](#)

[§ 21-5404 Voluntary manslaughter](#)

[§ 21-5405 Involuntary manslaughter](#)

[§ 21-5406 Vehicular homicide](#)

[§ 21-5407 Assisting suicide](#)

[§ 21-5408 Kidnapping; aggravated kidnapping](#)

[§ 21-5409 Interference with parental custody; aggravated interference with parental custody](#)

[§ 21-5410 Interference with custody of a committed person](#)

[§ 21-5411 Criminal restraint](#)

[§ 21-5412 Assault; aggravated assault; assault of a law enforcement officer; aggravated assault of a law enforcement officer](#)

[§ 21-5413 Battery; aggravated battery; battery against certain persons; aggravated battery against certain persons](#)

[§ 21-5414 Domestic battery; aggravated domestic battery](#)

[§ 21-5415 Criminal threat; aggravated criminal threat](#)

[§ 21-5416 Mistreatment of a confined person](#)

[§ 21-5417 Mistreatment of a dependent adult; mistreatment of an elder person](#)

[§ 21-5418 Hazing](#)

- [§ 21-5419 Application of certain crimes to an unborn child](#)
- [§ 21-5420 Robbery; aggravated robbery](#)
- [§ 21-5421 Terrorism](#)
- [§ 21-5422 Illegal use of weapons of mass destruction](#)
- [§ 21-5423 Furtherance of terrorism or illegal use of weapons of mass destruction](#)
- [§ 21-5424 Exposing another to a life threatening communicable disease](#)
- [§ 21-5425 Unlawful administration of a substance](#)
- [§ 21-5426 Human trafficking; aggravated human trafficking](#)
- [§ 21-5427 Stalking](#)
- [§ 21-5428 Blackmail](#)
- [§ 21-5429 Endangerment](#)
- [§ 21-5430 Distribution of a controlled substance causing great bodily harm or death](#)
- [§ 21-5431 Female genital mutilation](#)
- [§ 21-5432 Human smuggling; aggravated human smuggling](#)

Post Admission Requirements

1. Criminal Background Check

- a. The program director also may request additional copies of official documentation of completion of diversion agreements and/or disposition of their case.
- b. The incurred cost of the background check will be assessed through student fees.
- c. All applicants to the Nursing program will have background checks Post Admission Requirements evaluated by the Director of the Nursing according to the exclusionary criteria of clinical facilities and the state licensing board. A list of the exclusionary criteria is provided on the previous page.
- d. Failure to submit to these requirements will disqualify the applicant from beginning in the Nursing program.
- e. Any student with a criminal history who denies that history by answering “no” to the question regarding criminal background on the program application automatically and permanently will be disqualified from the program, based on fraudulently presenting themselves as not having a criminal record.
 - Students are required to review the Kansas State Board of Nursing Information regarding bars to nursing licensure in Kansas contained within the nursing admission packet. This information can be found in KSA 65-1120(2) of the Kansas Nurse Practice Act (Page 32 Kansas Nurse Practice Act (<https://ksbn.kansas.gov/wp-content/uploads/NPA/npa.pdf>)). Students with questions regarding license eligibility should contact the legal division at Kansas State Board of Nursing. (785) 296 4929.
- f. Students with criminal histories who desire licensure in Nursing are urged to consult the laws governing licensure or certification in the state in which they intend to license prior to application to the respective program. A pattern of misdemeanors will need to be evaluated by the Kansas State Board of Nursing (KSBN) attorney.
- g. A violation of any of the statutes on the previous page or a pattern of misdemeanors may preclude admissions.

- h. Students applying for licensure in Kansas must report any sanctions toward any license or certification including CNA, CMA, HHA, EMT, hunting, fishing, and driver's license.

Origination - 072982; Revisions – 121782; 072384; 060986; 051388; 041890; 051492; 121192; 101793;102194; 030896; 021398; 030700;031601; 051701; 100702; 053003; 060903; 090903; 030805; 061406;070307; 080808; 052710; 051311; 051013; 052914; 052015; 052016;052417; 052518; 052219; 060220;052121; 051822; 07/01/2025; Reviewed: 5/21/2026

2. Drug Testing Policy – After Background Check

- a. All new incoming students will be required to complete a nine-panel urine drug screen. This is to be completed through the FSCC background check entity. The cost of the drug screening will be covered under the nursing student fees.
- b. Students assigned to a site requiring drug screening must submit to testing. Refusal to be tested or a positive drug screen is cause for immediate termination from the respective program. Students will be required post-positive drug screen to list all prescription medications they are currently taking and written documentation from the prescribing physician will be required to support this statement.

Origination – 05/23/19; Revised 5/21/2025; Reviewed 5/26

Nursing Program Technical Standards Functional Abilities

Fort Scott Community College Nursing Program utilizes the National Council of State Boards of Nursing categories of functional abilities for nurses. These abilities reflect skills required by students in clinical experiences as well as those used in nursing practice. All students must comply with the clinical agency's performance policies, standards and requirements. Students unable to meet functional abilities/technical standards, with or without reasonable accommodation, will be unable to meet program outcomes and complete the program.

Functional/Technical Ability Categories and Representative Activities/Attributes of Select Categories:

- Gross Motor Skills
 - Move within confined spaces
 - Bend, squat, kneel and twist repeatedly during a clinical shift.
 - Sustain repetitive movements (e.g., CPR)
 - Work with arms fully extended overhead. (e.g., IV poles)
 - Use hands for grasping, pushing, pulling and other fine manipulation.
 - Reach below waist (e.g., plug electrical appliance into wall outlets)
- Physical Endurance
 - Physical stamina sufficient to perform client care activities for entire length of work role.
 - Stand and walk for an entire clinical shift, which may be up to 12 hours.
- Physical Strength:
 - Physical strength sufficient to perform full range of required client care activities.
 - Lift up to 50lbs and push, pull, or carry up to 25lbs on a regular basis
 - Assist with lifting or moving clients of all age groups and weights, with or without the use of mechanical lifts as appropriate.

- Fine Motor Skills
 - Pick up objects with hands
 - Grasp small objects with hands (e.g., IV tubing, pencil)
 - Write with pen or pencil, key/type (e.g., use a computer)
 - Pinch/pick or otherwise work with fingers (e.g., manipulate a syringe)
 - Twist (e.g., turn objects/knobs using hands)
 - Squeeze with finger (e.g., eye dropper)
- Mobility:
 - Twist; Bend; Stoop/squat; Move quickly (e.g., response to an emergency); Climb (e.g., ladders/stools/stairs); Walk
- Hearing
 - Hear normal speaking level sounds (e.g., person-to-person report)
 - Hear faint noises; hear faint body sounds (e.g., blood pressure sounds, assess placement of tubes)
 - Hear in situations when not able to see lips (e.g., when masks are used)
 - Hear auditory alarms (e.g., monitors, fire alarms, call lights)
- Visual:
 - See objects up to 20 inches away (e.g., information on a computer screen, skin conditions)
 - See objects up to 20 feet away (e.g., client at end of hall)
 - Use depth perception
 - Use peripheral vision
 - Distinguish color (e.g., color codes on supplies, charts, bed)
 - Distinguish color intensity (e.g., flushed skin, skin paleness)
- Interpersonal Skills
 - Negotiate interpersonal conflict
 - Respect differences in clients
 - Establish rapport with clients
 - Establish rapport with co-workers
- Communication Skills
 - Teach (e.g., client/family about health care)
 - Explain procedures
 - Give oral reports (e.g., report on client's condition to others)
 - Interact with others (e.g., health care workers)
 - Speak on the telephone; Influence people
 - Direct activities of others
 - Convey information through writing (e.g., progress notes)
- Tactile Ability:
 - A student must possess tactile ability sufficient to perform a physical assessment of a patient and to perform procedures necessary for nursing care. This includes (but is not limited to) the ability to:

- Palpate, percuss, and perform other tactile skills required in physical exam of the patient.
 - Assess texture, size, temperature, and vibration on physical exam.
 - Discriminate between sharp/dull and hot/cold.
- Olfactory Ability (Sense of Smell):
 - Sense of smell acute enough to detect strong odors that may indicate a change in patient condition. (i.e., A purulent wound, Ketone breath, body fluid with strong odors, smoke or other odors indicating environmental danger)
- Arithmetic:
 - Arithmetic ability sufficient to do computation at a minimum of an eighth-grade level. It includes the following three concepts:
 - Counting: the act of enumerating or determining the number of items in a group.
 - Measuring: the act or process of ascertaining the extent, dimensions, or quantity of something.
 - Computing: the act or process of performing mathematical calculations such as addition, subtraction, multiplication, and division
- Reading:
 - Reading ability sufficient to comprehend the written word at a minimum of a tenth-grade level.
- Emotional stability:
 - Emotional stability sufficient to assume responsibility/accountability for actions
- Analytical:
 - Thinking Reasoning skills sufficient to perform deductive/inductive thinking for nursing decisions
 - Critical Thinking Critical thinking ability sufficient to exercise sound nursing judgment.
 - Sufficient intellectual functioning and emotional stability to plan and implement care for clients.
 - Analytical reasoning to solve problems and process information from multiple sources.

Approved: 2/27/2025; 5/21/2026

CLASSROOM RELATED POLICIES

Grading Scale/Policy

It is the policy of the nursing program that no extra credit will be given in any course. Grades on assignments and exams, including the final, will not be rounded up.

The Nursing Department uses the following system of letter grades and grade points:

Academic Grades:

- A = 92 – 100 %
- B = 85 – 91.9%
- C = 76 – 84.9%
- D = 67 – 75.9%
- F = Below 67

Revised: 5/22/25; Reviewed 5/21/2026

Quizzes

Quizzes may be given at any time in the classroom. No make-up will be allowed for unscheduled quizzes if the student is absent/tardy. A student must be present for the entire class to receive credit for the quiz. A grade of zero will be recorded for missed quizzes.

Revised: 5/22/25; Reviewed 5/21/2026

Academic Integrity

This policy pertains to all FSCC classes and does not affect any action taken by the instructor of the class. The instructor retains the right to take the action they deem appropriate to the specific case, including but not confined to the following:

- Discussing the violation with the student.
- Failing the student for the specific assignment in question.
- Failing the student for the class.

If the instructor decides to fail the student for the course, the student will receive an F grade on their transcript. The instructor also has the following options regardless of the actions already taken:

- The instructor will notify the Vice-President of Academic Affairs that academic dishonesty has occurred. The notification will include the following information:
 - Name and ID number of the student or students involved
 - Proof that academic dishonesty has occurred
 - A description of any action already taken by the instructor

Once the Vice-President has received this information, they will notify the student's advisor and any sponsors or coaches with whom the student is associated of the breach in academic integrity. The Vice-President will also notify the student by email that a second occurrence may result in a recommendation of dismissal from the college to the Vice President of Academic Affairs.

- The Vice-President will maintain a file listing student whose names have been turned in for academic dishonesty.
- Should the student be dismissed from the college for academic dishonesty, the student retains the right to pursue an appeal to the decision as described in the college catalog.

Students who believe that their peers have cheated on any course work have the responsibility to themselves, fellow students, and the nursing profession to notify the faculty member of the course immediately.

Revised: 5/22/25; Reviewed 5/21/2026

Attendance

1. Regular class attendance and participation in class activities is expected of all students. A student should not enroll in a course if the student knows that he or she will frequently be absent. At the first-class meeting, the instructor will inform students, both orally and in writing, of the course requirements and the attendance and grading policies.
2. If a student has not attended class for more than a week, the instructor will notify the Counseling Office so that the student can be encouraged to return to class or to withdraw from the course.
3. Students are expected to attend all classes and clinical experiences. Students are expected to notify the instructor if they cannot attend class. Assignments due on that day must be submitted electronically by the beginning of class. Students missing a pop quiz when absent cannot make it up. Students absent on exam days must set up a make-up test – see Testing Policy. Students leaving class following a unit exam will be considered absent. *Students with more than three class absences in the semester will receive a 3% reduction in the final course grade.* Students will be required to meet with the Director of Nursing after two absences regarding the absences.
4. Students tardy to class will need to wait to enter the classroom till a break is taken. This prevents disruption to student learning. Pop quizzes missed due to tardiness cannot be made up.
5. Absence from class may be authorized by the Vice President of Students Affairs for a college-sponsored activity or to represent the college in an official capacity (includes athletes). A list of students and/or classes affected will be provided to all instructors at least one week prior to the absence. A list of students and/or classes affected will be provided to all instructors at least by the first day of the absence. The instructor will provide an opportunity to make up work missed during an absence that has been authorized by the Vice President of Students Affairs. The instructor is not required to provide such an opportunity for other absences, but may do so. Whenever possible, work should be done in advance of the absence.

Revised: 5/22/25 / 5/21/26

Classroom Written Assignments

1. All assignments are to be completed independently unless designated by the instructor.
2. All written work must be submitted on the day/time the assignment is due. No credit will be given for late papers unless prior arrangements have been made. Late assignments with permission: One (1) day late – 10% reduction in the grade. After one day late assignments will be scored 0. However, all assignments must be turned in (even with no grade) to meet the course objectives. Failure to submit all required written work by the last lecture day of the course will result in a failing grade in the course. Written work is to follow APA Publication Manual Guidelines, 7th edition, and show evidence of peer-reviewed journals in reference/citations.

Revised: 5/22/25;5/21/26

Clinical Paperwork

Clinical work will be graded using clinical evaluation tools and/or rubrics. Clinical is pass/fail and the clinical portion of the course **must** be passed to pass the course. Students will complete the required clinical paperwork and submit within two (2) days of the experience. Clinical faculty will return the clinical paperwork to the student PRIOR to the next clinical day. The Clinical Evaluation Tool (CET) should also be complete at that time. Faculty will assess the priority areas (i.e., priority problems, goals, meds) while in clinical to provide student with feedback and guidance on the day of care. All areas of the paperwork (according to grading rubric) must be completed as they reflect the behaviors listed on the

CET. Failure to meet the clinical paperwork requirements satisfactorily set by the grading rubric will reflect as a “U” in Criterion 2, Behaviors d and e. Note: Behavior 2d is an asterisked item.

Revised: 5/22/25/1/2026

Skills Competencies

At the beginning of each semester and prior to the start of clinical rotations, the student may be required to perform comprehensive demonstrations of selected procedures learned throughout their time of study (See course syllabi). Skills validation or lab checkoffs are essential skills for successful course completion and safe client care. These demonstrations are pass/fail. The student cannot go into clinical rotations without successfully passing all required demonstrations and/or competencies. Students are expected to practice prior to checkoffs and must come prepared to independently and accurately perform the designated skills. Students will be expected to repeat a demonstration if not prepared.

Students are expected to schedule these events with the Lab Coordinator, be on time, and to wear a lab jacket. Lab jackets will not be provided by the program for use. Non-compliance with scheduled time, performance, or dress will result in rescheduling of the check-off.

Origination – 060986; Revised – 072387; 051388; 060189; 072500; 061301; 072302; 062403; 070104; 030105; 052406; 072007; 052808; 040309; 060710; 111110; 051311; 053012; 052914; 052015; 052518; 52319,060220;052121; 5/22/25; Reviewed 5/21/2026

Required Skills Practice

Hands-on proficiency requires consistent, intentional practice. Students are required to dedicate at least one (1) hour weekly outside of regular class and clinical times to skill development, task refinement, and clinical scenario preparation in the lab setting. Practice formats (open lab stations, peer skill check offs, and simulation review) and documentation expectations will be provided at the beginning of the semester.

Note: Guidelines, station availability, and verification tracking for weekly practice hours will be detailed in the first week of the semester.

Medication Dosage Calculation Competency

Nursing students are required to demonstrate dose calculation competency prior to administering medications in the clinical setting in the first level and prior to the Maternal Newborn/Care of the Child courses in third level. All students are required to purchase the required dosage calculation textbook –

Calculation of Drug Dosages: A Work Text (2022), Ogden, S. & Fluharty, L. 12th edition.

Elsevier/Evolve. ISBN 9780323826228.

Students will have three (3) opportunities to demonstrate competency. A score of 90% or greater must be achieved to be successful. If the student fails the exam on the first attempt, at least two (2) practice exams must be completed prior to the 2nd attempt. If the student fails the exam on the second attempt, at least one (1) practice exam must be completed prior to the 3rd attempt. A schedule of dose calculation exam dates and times will be posted in Canvas. Failure to achieve competency at the 90% level will result in failure of the clinical portion of the course and a grade of F.

REVISED: 120498; 050799; 072700; 061301; 0704; 071506; 052406; 072007; 040309; 051311; 052914; 052015; 052016; 052018; 7/21/25; Reviewed 5/21/2026

Student Success Program Policy

The FSCC Faculty are committed to student success. In an effort to better support students, the Nursing Program has developed the Student Success Program. It is the expectation that all students referred to the program, will actively participate attending all scheduled sessions. Failure to do so will impact any petition to repeat a course.

1. **Criteria for Student Success Referral:** Students will be referred to the program based on the following criteria

- **1st Semester**
 - By TEAS/ATI entrance Score < 70
 - First Exam Failure (or any subsequent exam)
- **2nd Semester**
 - Below Level 1 or Level 1 on First level ATI FON Proctored Exam
 - Failed a class in first semester.
 - Failure of the first exam (or any subsequent exam)
- **Third Semester**
 - Below Level 1 or Level 1 on any second level ATI Proctored Exam including < 76% on the Customized ATI Basic Medical Surgical exam.
 - Failed a course in second semester.
 - Failure of the first exam (or any subsequent exam)
- **Fourth Semester**
 - Below Level 1 or Level 1 on any third level ATI Proctored Exam including < 76% on the Customized ATI Acute & Chronic Medical Surgical Nursing exam.
 - Failed a course in third semester.
 - Repeating a course in fourth semester.
 - Failure of the first exam (or any subsequent exam)
- **All students readmitted to the program following a course failure**

2. **Student Success Requirements**

- a. Meet one-on-one with advisor weekly
- b. Attend all focus sessions (Attendance will be taken)
- c. Attend Test Taking Strategies at each level (Attendance will be taken)
- d. Complete all remediation prior to final exam.

3. **Student Success Program Focused Sessions and Test Taking Strategies by Level. These are examples and may be modified by faculty as needed. Student input is considered.**

Level 1

- a. Nursing Care Plans/Concept Map
- b. Clinical Judgment Model – Case Study
- c. Fluid and Electrolytes/Lab Diagnostics
- d. Testing Taking Strategies Level 1

Level 2

- a. Endocrine
- b. Fluid and Electrolytes
- c. Antihypertensives – Case Study
- d. Test Taking Strategies – Level 2

Level 3

- a. MNB – Hormones
- b. Peds – Cardiac Conditions in the Child
- c. Basic Med Surg – DKA/Lab/F & E
- d. Test Taking Strategies Level 3

Level 4

- a. Trauma- Neuro/Spinal/ICP Monitoring
- b. Shock/Sepsis/DIC
- c. Vasopressors
- d. Test Taking Strategies Level 4

Student Testing Policy

1. Students will take exams in the computer lab.
2. All backpacks, books/notes, electronics, smart watches, hats, drinks, and hoodies are to be left in the classroom.
3. Dress appropriately for room temperatures.
4. All screens/programs must be closed prior to beginning, or the program will not function.
5. We will use Examplify by ExamSoft to take all nursing exams.
9. Faculty will provide the exam password.
10. Students may not exit the testing screen or utilize any other program/function during the exam.
11. Students must answer each question as they go through the exam. The exam will not allow you to return to previous items (backward navigation).
12. If the student fails to select an answer, or advances the test, no allowance will be made to answer the question after the exam.
13. Each multiple-choice question is given 1 minute per exam. Additional time, 1-2 minutes, may be given at faculty discretion for alternate items.
 - a. Multiple Choice – 1 minute
 - b. SATA – 1.5 minutes
 - c. Dosage Calculations – 2 minutes
 - d. Next Generation NCLEX – 1.5 minutes
14. A calculator is available within the exam.
15. All cell phones/smart watches/smart glasses **MUST** be left in the classroom.
16. No raw scores or % grade will be posted at completion of the exam.
17. Each faculty member will conduct a test review the next class period in some format. Exams will not be reviewed until all students have taken the test.
18. Students must notify faculty prior to the exam if they are unable to take it. The make-up exam may contain alternate format questions and must be taken at the time determined by the faculty. A 3% reduction in the exam score will be assigned.
19. Students who do not notify the instructor must take the exam at the first opportunity (faculty discretion) but the resulting grade will be reduced by 5%.
20. Students are expected to arrive 10 to 15 minutes early, signed into the computer, and ready for the password. Entrance into the testing room will not be allowed after start of the class. Students missing the start of the exam will be required to take a make-up exam, the time determined at the discretion of the faculty. This may occur after class completion. A 3% reduction in the exam score will be assigned.

Approved: 01/30/2025; Revised 5/21/2026

Assessment Technologies Institute®, LLC (ATI) Policy

Assessment Technologies Institute®, LLC (ATI) is a comprehensive program that is used as a supplement to classroom and clinical teaching. It includes books, online resources including practice and proctored testing that guide students to become successful in the nursing program and prepare for the NCLEX examination. Proctored tests are used throughout the entire program and converted to grades in each course (see Syllabi) based on ATI level achieved. See chart below.

ATI Course Scoring Levels – Proctored Focus/Specialty Exams

Level		
3	100 x 5%	5%
2	90% x 5%	4%

1	% On test x 5%	
<1	% On test x 5%	

Custom Proctored ATI exams in Basic Medical Surgical Nursing (2nd level) and Acute and Chronic Medical Surgical Nursing (Third Level) will not have assigned ATI Levels. These exams are also worth 5% of the total grade. The students % score on the exam will be utilized. (Student's % score x 5%).

Course Scoring for ATI Comprehensive Predictor (Level 4 - Transition to Practice)

The RN Comprehensive Predictor is weighted as 5% of the grade. The student's grade will be determined by taking the student's predictability of passing % x 5%

Chance of Passing NCLEX	<u>Example</u> Students % of Passing	Grade (Grade % x 5% in weighting)
99%-97%	98%	$0.98 \times 5 = 4.9$
96-94%	95%	$0.95 \times 5 = 4.75$
93-90%	92%	$0.92 \times 5 = 4.60$
86-89%	87%	$0.87 \times 5 = 4.35$
83-85%	84%	$0.84 \times 5 = 4.20$
< 83%		

ATI Remediation

When a student scores at or below a level 1 remediation through ATI is required. The remediation pinpoints student weaknesses in the material and provides support for mastering the content. The remediation will be determined by the course and will be listed in the syllabus. This **must** be completed prior to the final exam. See Syllabus.

Origin: Fall 2025; Revised 5/21/2026

Children in the Classroom

No children are allowed in the classroom. In an emergent case, children of students may attend class (lecture) with the instructor's approval. Some content may not be appropriate for small children. The parent is responsible for the child on campus. Instructors reserve the right to ask student/children to leave the classroom at any time. Refer to [FSCC Catalog](#).

FSCC Technology Requirements

System Requirements for FSCC Canvas, myFSCC, and email Systems

Students participating in FSCC's Nursing Program will provide their own computing device that meets the following requirements:

Device Requirements:

- **Operation System:** Windows 10 or newer, or MAC OS 10.14 Mojave or newer.
- **Processor:** 2 GHz or faster.
- **Memory:** 4 GB of RAM minimum, 8 GB preferred.
- **Storage:** 20 GB of free hard drive space, 40 GB preferred.
 - *Please note: course materials such as Microsoft documents, videos, photos, or other multimedia may take up several GB of data.*

- **Screen:** 1024x768 resolution minimum.
- **Internet:** 1.5 Mbps download, 1 Mbps upload minimum. 5 Mbps up/down preferred.
- **Peripherals:** functioning webcam, microphone, and speakers are needed to fully participate in online coursework.

Software Requirements:

- **Microsoft Office 2024/ Microsoft 365**
 - Unless otherwise indicated by the instructor, students will need to submit assignments or projects in Microsoft Office 2024 or Microsoft 365 format (not Notepad or Google Docs).
- **Browsers:** the latest versions of Microsoft Edge, Apple Safari, Google Chrome, and Mozilla Firefox are generally compatible with online coursework. All other browsers will not be supported.
- **Operating System Updates:** it is generally recommended to keep your device updated to the latest release.

***Students need reliable access to the Internet to participate in Canvas (online) courses.**

***Students are required to use their FSCC Email accounts when sending emails to instructors.**

Rev:6/10/2025, 6/8/2026

Student Health and Counseling Services

The purpose of counseling is to help you become better equipped to cope with every day-life situations. The FSCC counseling center is in Bailey Hall. Counselors are available to help you with problems and concerns which could ultimately affect your college career. The goal of our counselors is to guide you through your stay at FSCC and help you determine and achieve realistic long-term goals.

Students often experience times of indecision and stress for various reasons. You are urged to speak with a trained counselor to help you define alternatives for stress-related problems. All these discussions will be treated in a professional and confidential manner.

Fort Scott Community College

Emily Vallely - Intern Therapist, FSCC/SEKMHC

Mobile 620-228-1768

Email emilyv@fortscott.edu

FSCC

2108 Horton Street, Fort Scott 66701

Off Campus Health Services

Community Health Center of Southeast Kansas (CHC)

https://chcsek.org/compassionate-care/?gad_source=1&gclid=CjwKCAiAzPy8BhBoEiwAbnM9O2zszOxdUiVvkM4iv4zl9nvdouqughB78hmStDrFh3jTkQV-EJOEHhoCBW4QAvD_BwE#services

Hours: 7am-7pm 7 days a week

Location: 2322 South Main, Fort Scott, KS 66701

Phone: 620-223-8040

Services: Family Medicine, Woman's Health, Walk-in-Care, Behavioral Health, Pediatrics, Dental Care,

Pharmacy

(Provides: Immunizations, annual wellness checkups, lab and imaging services, referrals to specialists)

CHC/SEK: accepts Medicaid, Medicare and all private insurances. Contact us or your insurance carrier if you have any questions regarding your coverage.

If you have no insurance: “We will never turn anyone away who needs healthcare – you will be treated no matter your circumstances or ability to pay. We will also help you determine your eligibility for various coverage programs offered. If you do not qualify for one of these programs, we offer discounted fees based upon family size and income level”.

For information on Financial Assistant: <https://chcsek.org/financial-assistance/>

Walmart Pharmacy

Location: 2500 South Main, Fort Scott, KS 66701

Phone: 620-223-5051

Emergency Room – Freeman Fort Scott Hospital

401 Woodland Hills Blvd, Fort Scott, KS 66701

Phone: 620-768-0388

Revised 5/22/2025; 7/8/2026

Statement of Prevention of Alcohol Abuse and Drug Use on Campus

1. Standards of Conduct:

Fort Scott Community College supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989. Pursuant to these Acts, the unlawful possession, use, or distribution of illicit drugs, alcohol, cigarettes, and e-cigarettes by students on the property of Fort Scott Community College or as part of any of the activities of the college is prohibited. Any student found to be abusing alcohol or using, processing, manufacturing, or distributing controlled substances in violation of the law while on college property or while attending college events shall be subject to sanctions which include suspension and expulsion from the college.

2. Legal Sanctions

Students are reminded that illegal possession or use of drugs or alcohol may also subject individuals to criminal prosecution. The college will refer violations of proscribed conduct to appropriate authorities for prosecution. Kansas Law provides that any person who violates the criminal statutes on controlled substances by possessing, offering for sale, distributing, or manufacturing opiates and narcotics, such as cocaine and heroin, shall be guilty of a Class C felony. For a conviction of a Class C felony, the court may sentence a person to a term of imprisonment of a minimum of three to five years, a maximum of ten to twenty years, and a fine of up to \$15,000. Unlawful possession of a depressant, stimulant or hallucinogenic drug is punishable as a Class A misdemeanor, with a penalty of up to one (1) year in jail and a fine of \$2,500. Depressants include barbiturates, Valium, and barbitol. Hallucinogens include LSD, marijuana, and psilocybin. State law classifies amphetamines and methamphetamines as stimulants.

The Federal Controlled Substances Act provides penalties for up to 15 years' imprisonment and fines of up to \$25,000 for unlawful distribution or possession with intent to distribute narcotics. For unlawful possession of a controlled substance, a person is subject to up to one year of imprisonment and fines up

to \$5,000. Any person who unlawfully distributes a controlled substance to a person under twenty-one (21) years of age may be punished by up to twice the term of imprisonment and fine otherwise authorized by law.

Any student who violates the Standards of Conduct as set forth in the Statement of Prevention of Alcohol Abuse and Drug Use will be reported to the appropriate law enforcement officials and, depending on the severity of the violation, will be subject to any of the following actions:

- Placed on probationary status
- Temporary suspension from classes and activities
- Suspension for a semester from classes and activities
- Expulsion
- Reported to Kansas State Board of Nursing

Students subject to these penalties will be afforded all due process rights to which they are entitled by law or under current policies affecting student discipline. The term “controlled substance” as used in this policy means substances as defined by Section 812 of Title 21 of the United States Code and as further defined by the Code of Federal regulations, 21 C.F.R. 1300.11 through 1300.15. The term does not include the use of controlled substance pursuant to a valid prescription or other uses authorized by law. The term “alcohol” as used in this policy means any product of distillation or a fermented liquid which is intended for human consumption, and which is more than 3.2% alcohol by weight or any beer or cereal malt beverage containing 3.2% alcohol or less by weight.

Counseling, Treatment or Rehabilitation Programs

Community agencies are available to assist students seeking alcohol and drug counseling and treatment. Among these agencies are:

Social & Rehabilitation Services
710 West Eighth St #3, Fort Scott, Kansas 66701
KS66064 (620)223-4010

Southeast Kansas Mental Health Center
Center 212 State Street, Fort Scott, Kansas 66701
(620)223-5030 or (620)223-6240

Kansas DCF
Mental 320S. Broadway, Pittsburg, Kansas 66762
66762 (620)231-5300

Nevada Mental Health Services
815 S. Ash Street
Nevada, Missouri 64772
(417) 667-8352

Social & Rehabilitation Services
616 Brown Ave, Osawatomie,
(913)755-2162

Miami County Mental Health
505 S. Hospital Dr. Paola, KS
(913)557-9096

Crawford County Community
911 E. Centennial, Pittsburg, KS
(620) 231-5130

Social Services Department
Highland Ave #1
621 E. Nevada, MO 64772
(417) 448-1100

Students seeking additional information about health problems and treatment related to alcohol and drug problems may contact a counselor through the Fort Scott Community College Counseling Department. The Counseling Department is in the Robert and Sylvia Bailey Hall on the FSCC campus located at 2108 S. Horton in Fort Scott, Kansas.

Revised: 6/25/ Reviewed 5/21/26

Social Networking Policy

The Nursing Department recognizes the value of utilizing technologies to enhance learning and acquisition of knowledge. Federal regulations exist related to confidentiality of information. These include Health Insurance Portability and Accountability Act (HIPAA), which protects individual health information and Family Education Rights and Privacy Act (FERPA), which protects personal and academic communication.

- No proprietary, student, confidential, or personal information will be published at any time.
- Patients, clients, families, faculty, and staff will not be cited or published without their permission.
- FSCC logos cannot be used on social networking sites without the permission of Public Relations/Marketing.
- Social networking posts should be consistent with a professional image of a student, faculty, or staff member of FSCC when the individual is identified with FSCC.
- Photography or devices that record images and/or sound are prohibited in clinical agencies, skills labs, simulation lab, and any other learning site without the prior, formal permission of the instructor and program director.
- Any activity in our clinical agencies must conform to the established policies and procedures of *that* agency, which may include signed, written consent of anyone involved.
- Social networking sites are not to be used to address student, faculty, or staff concerns.
- Groups may be formed but cannot be identified as a part of FSCC Nursing.
- Students are cautioned about professionalism and legal issues connected to student privacy and patient privacy.
- Students and faculty may request items be placed on the FSCC nursing Facebook page.
- Student non-compliance with this policy will result in consequences that may include unsatisfactory clinical day, probation, suspension, and/or dismissal from the program based on the severity of the breach or repeated infraction. Faculty and staff breaches will be handled according to FSCC policies.

Origination – 051311; Revised – 053012; 052015; 5/22/2025; Reviewed 5/21/2026

Code of Conduct

Classroom and Computer Lab

If a student is disruptive to the class, the instructor has the right to ask them to leave the classroom. The student will be dismissed for the day. If there is an exam scheduled for that day, the student will take the exam before leaving. Ten points will be deducted from the exam grade. If an electronic device activates during an exam, a zero score will be given for the exam as a breach of Academic Integrity.

Revised: 7/21/25; Reviewed 5/21/26

Student Nurse Employment

The nursing curriculum is rigorous and time consuming. Students are advised to limit outside employment to fewer than 20 hours per week and to consider the amount of personal responsibility prior to entering the nursing program. Students will find it necessary to study outside regularly scheduled classes to maintain their satisfactory grade average. To be successful, students must make their nursing education a priority above work. Outside employment is not recommended; however, those who find it a necessity **shall not** work a shift immediately preceding a scheduled clinical assignment or a major test. Non-compliance will result in the student being sent home from clinical and given an unsatisfactory day. If the student is tired, the level of alertness is decreased enhancing the chances of clinical errors and

decreased test scores, thus decreasing the quality of work performed by the student nurse. Students may not “take call” while attending class.

Student Role vs. Employee Role

1. Students and faculty of FSCC shall not be deemed to be employees of clinical agencies for purposes of compensation, fringe benefits, worker’s compensation, unemployment compensation, minimum wage laws, income tax withholding, social security, or any other purpose because of their participation in the nursing program. Students are placed with an agency to receive clinical experience as a part of their academic curriculum; those duties performed by a student are not performed as an employee, but in fulfillment of these academic requirements and are performed under supervision. At no time shall students replace or substitute for any employee of an agency.
2. The nursing student is not to wear the student uniform or in any way represent themselves as a student nurse of FSCC except when in that capacity during a scheduled clinical, lab, observation, or preceptor experience. Students are not to perform any task based on being a student at FSCC, when they are acting as an employee of an agency.
2. As an employee of an agency, the individual will conform to the dress regulations of the employer, and job duties will be determined by the job description for the category for which they are employed.
3. This does not prohibit the student or faculty member from employment by the agency under a separate employment agreement.

042283; Rev. 060986; 072387; 051388; 071693; 070700; 060810; 051311; 05/22/25; Reviewed 5/21/26

Student Credit Hour Overload

Twelve to fifteen (12 to 15) credit hours during a regular semester or six to nine (6 to 9) credit hours in the summer session is considered a standard load. Any student enrolled in nursing courses who wishes to take additional hours must have approval of the Director of Nursing. Final approval is granted from the Vice President of Academic Affairs. It is recommended that students whose GPA is below 3.0 take fewer than 15 credit hours a semester to maintain their grades.

RE: 060986; 051388; 071693; 070700; 071301; 071505; 052406; 052016; 052518; 052219; 5/22/25; Reviewed 5/21/26

Financial Aid

- Fort Scott Community College has available several sources of financial assistance to students. These include scholarships, PELL grants, a work-study program, a guaranteed loan program, Kansas Works (WIA), and opportunities for local student employment. It is the philosophy of the college to make every effort to prevent the loss of educational opportunity to any student because of financial need. For assistance with financial aid, the student should see one of the Financial Aid staff members located in the Dick Hedges building on the FSCC campus at 2108 S. Horton.
- Many scholarships are nursing specific. To inquire about available nursing scholarships, please see the Director of Admissions in the Student Service Office in the Robert and Sylvia Bailey Hall building on the FSCC campus at 2108 S. Horton.

Reviewed: 5/22/25; 5/21/26

Refunds

- Students in the Nursing Department are referred to the current FSCC Catalog for information regarding refunds. Refunds are calculated based on the date the student officially withdraws in the Registrar’s Office or upon receipt of correspondence from the student indicating they have withdrawn. Refunds should be requested from the business office at the time of official withdrawal.
- The nursing deposit submitted with the student’s “letter of intent” following acceptance into the

program is non-refundable. Initial expenditures are made based on the student's intent to enroll in nursing courses. As a result of this commitment of funds, the deposit and fees cannot be refunded to the student.

Reviewed 5/22/25; 5/21/26

School and Clinical Cancellation

- The President has the authority to close the college whenever any condition exists which, in the opinion of the President, warrants the closing of the college. Emergency closing situations include but are not limited to snowstorms or other weather conditions, heating failure in the buildings, health reasons (epidemics) and budgeting problems (Board Policy 1995).
- Students are advised to monitor campus alerts and local news outlets for advisories pertaining to campus closure. All students will be auto enrolled into a text alert system through FSCC called RAVE alerting of any campus closure. If a student does not wish to be enrolled, they may respond to any alert message with "Stop" to be removed. If a student wishes to enroll/ re-enroll in the RAVE text alert system, they are to contact FSCC's Director of Strategic Communications.
- Occasionally, weather is such that traveling to distant clinical sites is not advisable. In these instances, the instructor may decide to cancel or delay the clinical and reschedule it for a later date. Should this happen, the instructor will notify the Director of Nursing and the students to confirm the cancellation or delay of clinical. Cancellation of clinical should occur only in rare instances and the clinical must be made up later.
- Students are not expected to put themselves in harm's way. Weather conditions may vary across the service area. If the student determines it is unsafe for them to travel, they shall notify the instructor and decide to make-up missed work or activity.

Effective 11/1300; Revised July 2001; 061010; 062518 Reviewed 5/22/25; 5/21/26

Nursing Student Awards

Nursing Student Awards Guidelines – Group with Student Policies

- The awards presented to students enrolled in the nursing program are to recognize outstanding performance and commitment to learning. The Recognition and Pinning Ceremony is held at the end of each semester to recognize graduating students and those receiving special awards.
- **NOTE: Winners of student awards and scholarships are expected to attend school functions when these awards are given out.** Students who make no attempt to attend will not be considered for awards or scholarships during the next semester.

Outstanding Nursing Student Award

This award is given to the outstanding fourth semester student from each of the Fall and Spring graduate classes. Recipients will receive the award at the Pinning Ceremony. The nursing faculty will determine the pool of eligible candidates. The student will:

- Maintain a 3.5 or better overall grade point.
- Receive no unsatisfactory clinical days throughout the program.
- Be a current, participating member of SNO. Be active in extracurricular activities, such as Honor Society or other campus activities.
- SNO dues are covered by the organization when available.
- Attend 50% or more of the SNO meetings during 3rd & 4th semesters.
- Exhibit a caring and compassionate attitude toward clients, peers, FSCC faculty and staff.

- Demonstrate the responsibility to attend class, clinical, and SNO meetings.
- Demonstrate above average leadership and communication skills.
- Be a positive role model and mentor to other students.

REVISED: 052319;052121;7/29/25; Reviewed 5/21/26

First and Second Level Professionalism Award

This award will be given each semester at the Pinning & Recognition Ceremony. The award will be given to the outstanding first level nursing student, nominated by faculty and staff according to the following criteria. The student receiving this award will be chosen by first level faculty.

To be eligible for this award the student must:

- Maintain a 3.0 or better overall grade point average.
- Demonstrate above average clinical skills as outlined in the clinical evaluations.
- Receive no unsatisfactory clinical days during the first level.
- Be neat and professional in appearance.
- Be involved in extracurricular activities, such as SNO, Honor Society, Student Council, and/or other campus activities.
- Be involved in department and community activities, such as Bloodmobiles, B/P screenings, health fairs, and ceremonies.
- Exhibit a positive attitude towards other students, faculty and FSCC.

ADOPTED: 050997; REVISED: 051398; 060700; 061201; 062303; 072007; 052510; 051311; 05252018; 052319;7/29/25; Reviewed 5/21/26

Third and Fourth Level Professionalism Award

This award is given each semester at the Pinning & Recognition Ceremony. The award will be given to the outstanding second level nursing student, nominated by faculty and staff according to the following criteria. The student receiving this award will be chosen by second level faculty.

To be eligible for this award the student must:

- Maintain a 3.0 or better overall grade point average.
- Demonstrate above average clinical skills as outlined in the clinical evaluations.
- Receive no unsatisfactory clinical days.
- Be involved in extracurricular activities, such as SNO, Honor Society, Student Council, and/or other campus activities.
- Be involved in department and community activities, such as Bloodmobiles, B/P screenings, health fairs, and ceremonies.
- Exhibit a positive attitude toward other students, faculty and FSCC.
- Be a positive role model and mentor to first level students.

ADOPTED 050997; REVISED: 051598; 060700;7/29/25; Reviewed 5/21/26

Program Resources and Facilities

The college campus provides the best surroundings for an educational experience. However, learning professional nursing care can only be accomplished when provided an opportunity to work directly with patients. Learning experiences for the nursing student must be provided both on the college campus, in cooperating health care agencies, and simulation laboratory. Students banned or barred from clinical agencies for any reason cannot complete requirements of the program and will be forced to withdraw from the program or will not be accepted into the program.

Academic Advisors

1. Students enrolled in any nursing course will be assigned a member of the nursing faculty who will serve as academic advisor. The student should plan a tentative schedule for the next semester with the nursing faculty advisor before completing pre-enrollment or enrollment. Changes in enrollment must be approved by the advisor.
2. The program director is the academic advisor for all pre-nursing and LPN students.
3. Faculty provide ongoing advising in an effort to guide the student's progress in the nursing program.
4. Advising sessions may be prompted by the student, instructor, or Director of Nursing any time there is concern that the student is performing less than satisfactory in the classroom and/or laboratory setting. The instructor will lead the advising session.
5. Advising notes will be kept by the advisor to establish background information, plans/goals for performance improvement.

RE: 072382; 060986; 072387; 051388; 101488; 070700; 062403; 072007; 052016; 052417; 052518; 052319; 5/22/25;7/29/25; Reviewed 5/21/26

Library

1. The Fort Scott Community College Library is housed in the Robert and Sylvia Bailey Hall on the east side of the college campus located at 2108 S. Horton in Fort Scott, Kansas. The library provides learning resources and services in a setting conducive to academic research and study. The library also helps to serve the general interest reading needs of the community.
2. Essential services provided include reference assistance, class orientation prior to research papers and projects, access to online research databases, a six-computer mini-lab, a written guide to library resources, interlibrary loans, audiovisual equipment, a photocopier, and a microfiche reader/printer.
3. All books and periodical stacks are open access. The local library collection is supplemented and expanded by multiple online research (including thousands of full-text journals), and reference databases, Internet access, and the Kansas Interlibrary Loan System. The Axe Library at Pittsburg State University also allows FSCC student access to its print resources.
4. Periodical, book, and audiovisual materials are listed on the Kansas Library Catalog (KLC), a cumulative list of the holdings of most of the libraries in the state. The library is a member of KICNET, which is an online system that transmits interlibrary loan requests immediately. Nursing students are encouraged to apply for a Kansas Library Card through the FSCC Library. Students can then access online databases and interlibrary holdings. Many of these provide access to full-text articles.

Student Services

Nursing students have the same rights and privileges of the college as any other student. Policies and regulations of the college apply to students accepted into the Department of Nursing.

Student Success Center (SSC)

The SSC will work with pre-nursing and nursing students needing assistance in subject and content areas. Students needing assistance with math, reading, learning strategies, etc., may contact the SSC. Individual Learning Plans (ILPS) will be discussed with each student. Students may also contact the SCC for tutoring assistance.

Stacy Bishop

stacyb@fortscott.edu

620-223-2700 ext. 7600

Location: Robert and Sylvia Bailey Hall, next to the Student Union

Nursing Computer Laboratory

- The computer lab is secured when not in use. Students needing access to the computer lab may contact any faculty or staff member to provide access.
- Computers are available on a first come, first serve basis. **Students are advised not to wait until an assignment is due. Scheduled classes have priority for computer lab use.**
- Questions will be on your tests from material covered in any assigned AV/Computer programs, skills modules, and tutorials.
- No printing of PowerPoints or syllabi is permitted on any FSCC printer. Students must provide their own paper for printing.
- Copies will be made with consent of the instructor only. Student fees and SNO membership do not include copying and printing expenses. Students should inquire about online submission of work. Course documents are provided electronically to reduce printing, lower costs, and save trees. Emergent requests may be handled by the Nursing Department Administrative Assistant based on need and her availability.

Residence Facilities

The residence hall at Fort Scott Community College provides students with a “Living- Learning” environment which is an integral part of the total educational purpose of this college. Nursing students may apply to live in the college dormitories. The cafeteria provides food service for students living in the residence hall. Other students may purchase “meal tickets” directly from the Director of Food Services.

Reviewed: 5/21/25; 5/21/26

Clinical Policies

Blood Borne Pathogen Exposure

Purpose:

The nursing/allied health department is determined to protect the health and safety of students participating in invasive procedures. To that end, efforts to provide lifelike models and other devices for simulated practice in invasive procedures will be provided for student use.

Procedure:

1. Students in classrooms, labs, or clinical setting will not be subject to any invasive procedure, such as injections, intravenous cannulation, or phlebotomy.
2. At clinical sites, nursing students will be afforded opportunities as available to practice invasive procedures after demonstrating competency in the clinical lab on patient simulation devices.
3. If a student sustains a needle stick or other exposure to a blood borne pathogen in the clinical area, the clinical instructor will immediately notify the manager of the hospital department or unit. Policies of the clinical setting concerning management of blood borne pathogen exposure will be immediately undertaken. The cost of the initial treatment of drawing blood on the patient to establish presence of infectious disease will be borne by the clinical facility. The cost of continued monitoring and treatment will be the responsibility of the student. Students are strongly urged to maintain personal coverage by health insurance while enrolled as a student in the nursing program.

Health and CPR Requirements

- **CPR** – Students must have an American Heart Association (AHA) CPR certification completed prior

to the first day of class or be enrolled in FSCC's CPR Class – ALH 1020. No online certification will be accepted. Initial certification or recertification at the beginning of the program will ensure certification is active throughout the entire nursing program. Students who fail to comply will NOT be allowed in clinical. CPR Class – ALH 1020 – will have spots reserved for nursing students during August and January to assist with the compliance of this requirement.

- **TB** – Testing must be completed prior to entrance to the program in August or January. This policy applies to all incoming students. Proof of negative TB status must be maintained throughout the program. Students will not be allowed to attend clinical rotations without current immunization, TB and CPR status and will be given an unsatisfactory clinical day. Failure to comply with this policy will result in the student's inability to attend clinical until the student has complied with this policy, which could result in course failure.

Vaccines

Flu vaccines are required by clinical agencies.

It is the responsibility of the student to maintain their own record of immunizations and CPR certification. Student records will be maintained for FSCC and clinical use only until a student passes the NCLEX or withdraws from the nursing program at which point they will be deleted.

Revised 071505; 052406; 040309; 060810; 053012; 052016; 052518; 052219, 060220; Reviewed 5/21/26

Covid Vaccine Policy

Fort Scott Community College Department of Nursing follows the guidelines that are set forth by the clinical agencies and the CDC and FDA regarding Covid-19 vaccination recommendations.

070721

Drug Abuse in the Clinical Setting

1. Students in the nursing and allied health programs must adhere to the standards of conduct required of health care professionals.
2. Therefore, no student will be allowed in the clinical area while under the influence of illegal drugs or alcohol. Students taking prescription medication that may impair practice or judgment must inform the clinical instructor and the student will not be able to perform in clinical.
3. Substance abuse is a recognized illness for which prompt treatment should be undertaken. Students suspected to be impaired by drugs or alcohol in the clinical area will be subject to immediate drug screening for the purpose of affording the student opportunity to establish proof that they are drug free.
4. If any student admits to use, possession or sale of illegal substances, the student will be immediately dismissed from the program and the dismissal will be considered a clinical failure. If the student is a licensed practitioner or holds a state certification to work in health care, admission of use, possession, or sale of illegal substances and/or a positive drug screen will be reported to the licensing agency, as required by law.
5. Conviction of any criminal drug statute while enrolled in the respective program will be grounds for immediate dismissal from the program
6. If a student is suspected to be impaired by drugs or alcohol in the clinical area, the following procedure will be implemented:
 - a. The clinical instructor will notify the Program Director immediately.
 - b. The clinical instructor and one other professional staff person will complete written documentation describing the impaired behavior observed.
 - c. The student will be subject to an immediate drug screen consistent with hospital policy. The student will not be left alone at any time. The student *may not* leave the clinical facility until the drug screen is completed.

- d. If drug testing is not available at the facility, the student will be transported with two (2) faculty/staff members to the available drug testing lab.
- e. Following the drug screen, the student will be dismissed from clinical and cannot return until the results of the drug screen have been received. The clinical instructor will contact a family member or friend to transport the student.
- f. The cost of the drug screen will be billed to Fort Scott Community College. FSCC will, in turn, bill the student for the cost of the drug test.
- g. Refusal to submit to drug screening will be grounds for immediate termination from the program and any chance of establishing proof that the student is drug-free is forfeited.
- h. Results of drug screens will be reported to the student as soon as possible after they are received.
- i. If the drug screen is negative, the student will be allowed to continue in the program. If the drug screen is positive, the student will be terminated from the program. To be eligible to apply for readmission, students must provide proof of successful completion of drug treatment.

Revised 7/21/25; Reviewed 5/21/26

Cell Phones

No unauthorized cell phones or mobile devices will be permitted in the classroom, lab, or clinical site. This policy includes those carried within backpacks, notebooks, purses, and pockets. The following actions will be taken if this policy is not strictly adhered to:

- Clinical/ Skills Lab/ Sim:
 - **Devices must be kept in “airplane mode” – not able to send/receive in patient care area. Absolutely no photos and no videos are permitted.**
 - At the discretion of the clinical instructor devices may be used in the break/conference room for the purpose of accessing online or electronic databases and textbooks for nursing/medical information.
 - Students will be allowed to send/receive phone calls and messages ONLY when authorized by clinical instructor and in designated areas.
 - Students violating this policy will be sent home from the clinical site for the remaining clinical day with an unsatisfactory day and a zero on clinical paperwork. Clinical will be made-up by the student at the convenience and discretion of the clinical instructor.

REV: 071505, 052406; 040309; 051311; 053012; 051013; 052016; 052518; 052319; 5/22/25; Reviewed 5/21/26

Clinical Attendance

Students are required to contact the clinical instructor one hour **PRIOR** to the **START** of clinical if they will be absent or late.

Absence from clinical or tardies (arrival at any point after the beginning of clinical) will result in an unsatisfactory in appropriate designated areas on the Clinical Evaluation Tool (See CET).

Types of Absences/Tardies:

- a. Absent/Tardy with call prior to start of clinical.
- b. Absent/Tardy with notification after the start of clinical.
- c. Absent – with no call/no show will result with an unsatisfactory in all behaviors in Criterion 1-8 for that clinical day.

Students are required to make up a clinical absence.

No more than one scheduled make-up clinical day will be provided per semester. Students more than ten (10) minutes late to clinical will be considered absent and be required to make the clinical time up when scheduled. The schedule for clinical make-up will be determined by the instructor(s) of the course and are

not scheduled according to the student's convenience. More than one clinical absence will result in failure of the clinical component of the course and an "F" for the course.

Students may plan with the lead instructor for early clinical make-ups for anticipated absences, i.e. – pregnancy delivery, surgery etc.

Revised 072302; 062403; 0704; 071506; 052406; 072007; 052808; 040309; 061010; 051311; 052016; 052518; 060220; 05/22/25; 5/21/26

Conduct in Clinical Agencies

1. The student is responsible for her/his conduct while in an assigned clinical agency. The student is expected to behave in a professional manner in all relationships with agency personnel, clients, family, peers and instructor.
2. Students must adhere to all agency/program policies while in the clinical facility.
3. Students should be careful with client belongings. Do not borrow anything from patients.
4. Students are **not** to accept tips or gifts from a client or family.
5. The student shall consider information about clients, agency, staff, or business as confidential. **ANY BREACH OF CONFIDENTIAL INFORMATION TO AN UNAUTHORIZED PERSON WILL BE CONSIDERED UNETHICAL BEHAVIOR AND MAY BE CAUSE FOR DISMISSAL FROM THE NURSING PROGRAM. Penalties for breach in Federal Law include fines up to \$250,000 and imprisonment for up to ten years.**
6. Students must comply with all health, immunizations, orientation, and certifications required by the clinical agency and affiliation contracts. **All health records are due prior to the start of semester classes.** Students must have all records on file with the nursing department prior to the start of the semester. **Students not in compliance will not be allowed to attend clinical and will receive an unsatisfactory for each behavior.**
7. Chewing gum is not allowed in clinical or laboratory settings.

Revised: 5/22/25; Reviewed 5/21/26

Dress Code

You are representing FSCC and the nursing profession when you are in the clinical areas. A professional appearance and demeanor increase your credibility with everyone you meet! Policies are adopted to protect client safety and well-being. Research has proven that health care workers' hands, hair, and nails harbor many bacteria which can, and do, result in fatal infections for immunosuppressed patients, newborns, and frail elderly.

- Cosmetics and perfumes, if used, should be light and tastefully applied. Bright nail polish should not be worn with the uniforms. Clear or neutral polish is acceptable. **Artificial nails are not allowed!**
- Jewelry such as a wedding band and watch may be worn. No other jewelry is to be worn with the uniform except one small set of plain, non-dangling, earrings. *Note: Medical Alert Bracelet is allowed, and name tag is required. Prohibited jewelry includes all other body/tongue piercings.
- Hair should be clean and well-groomed in a simple style, arranged neatly off the face and should not touch the uniform collar. Headbands that are washable and solid grey, white, maroon, or black may be worn. Decorative accessories in hair are not acceptable. Hair must be in color/shade that is naturally occurring for humans, i.e., no pink, blue, bright red, etc.
- In the classroom the students are to always wear appropriate attire and shoes.
- If appearance, dress and/or cleanliness are unsatisfactory the student may be sent home by the instructor. This will be considered an absence and make-up will be required.
- Grey, white, maroon, or black solid shirts may be worn under the scrub top.
- Only grey, white, maroon, or black socks may be worn.

041890; 052496; 070700; 071301; 062403; 071505; 052406; 072007; 040309; 051311; 052015; 052016; 052417; 5/22/25; Reviewed 5/21/26

Clinical Requirements at Osawatomie State Hospital (OSH)

All students enrolled in Mental Health Nursing (2nd semester) attending clinical at Osawatomie State Hospital are required to have another background check through OSH at no cost to the student. Any student who lives, or has lived outside of Kansas, in the last 5 years will need to submit fingerprints to OSH at the student's expense. Fingerprints can be obtained at the Bourbon County Sheriff's Department at the student's expense.

Both the background check and fingerprints must be completed by February 1st to ensure the processes are complete by the start of clinical.

It is Osawatomie State Hospital's policy that its employees will look professional to the public. It is also the hospital's policy to protect patients and employees from reasonably foreseeable injuries. Dress is an important part of both a professional look and workplace safety.

- The student must be neat, clean, and well groomed. Student uniform is black scrubs. No white lab jacket.
- An FSCC issued name badge is required.
- No jewelry allowed except wedding ring, watch, and small, non-dangling, pierced earrings.
- Shoes must be clean and in good repair (no sandals or canvas shoes).
- Wear socks or hose with shoes that cover the feet.
- No revealing clothing.
- Must meet the clinical instructors and agency approval.

Revised 051388; 060189; 070700; 051601; 062403; 052406; 051013; 052518; 5/21/26

Use of Tobacco

No tobacco use is allowed while the student nurse is at a clinical assignment. This includes smoking, chewing tobacco and electronic cigarettes in cars, agency parking lots, agency property, and simulation experience.

Students arriving smelling strongly of smoke or tobacco may be asked by the instructor to leave. This will be considered an absence and make-up will be required.

All FSCC campuses are entirely smoke free. **No smoking is allowed on FSCC property.**



FSCC DEPARTMENT OF NURSING EDUCATION AGREEMENTS RELATED TO CLINICAL EXPERIENCE

Clinical experience is a major portion of each semester in nursing school. This is a time in which the student nurse puts to practice what has been learned in theory and lab.

As a part of the clinical contractual agreement with area health care agencies, from time to time the student nurse may be required to complete an informational profile and have a background check run before being allowed access to the clinical areas. Students may also be asked to sign a statement that she/he will keep all patient and other agency information confidential.

Each nursing student must carry professional liability insurance to be able to practice in the clinical agency. A group policy is provided through the nursing department at a reduced rate and is included in the program lab fee paid each semester by nursing students.

It is also a part of clinical contractual agreement that each student nurse show proof of immunity &/or vaccination for Hepatitis B (series of 3), MMR (series of 2), varicella (chicken pox) immunity or proof of vaccination; complete Covid-19 immunization and annual TB screening prior to giving patient care. Any illness or injury the student nurse contracts because of being a student nurse at FSCC is the sole responsibility of the student nurse. Flu vaccinations are required during the flu season.

Students will submit the required immunization, TB, and CPR information to the Nursing Department prior to the start of each semester. The student is also responsible for ensuring these requirements are kept current throughout the program of nursing study.

Student nurses must also have evidence (health physical) of physical health adequate to perform the regular duties of a nurse. FSCC has the right and responsibility to withdraw any student from the clinical area should that student be unacceptable for reasons of health, performance, or other reasonable cause.

I, _____, understand the statements made above and intend to comply with the statements. (Student nurse)

DATE: _____

SIGNATURE OF NURSING STUDENT: _____
(Sign in front of a notary and return to the Nursing Department Office.)

NOTARY: _____

I have read and understand the policies stated in the 2026 – 2027 FSCC Nursing Student Handbook.

Student Signature: _____

Printed Name: _____

Date: _____

This page will be removed and placed in the student's permanent file in the Nursing Department.

REVISED 072202; 071505; 052406; 072007; 052808; 040309; 052012; 052014; 052518; 051822; 5/22/25; 5/21/26