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INTRODUCTION

Welcome to graduate nursing study at North Dakota State University! Whichever specialty you have chosen—family nurse practitioner, nursing education specialist, or post-master’s completion of the doctor of nursing practice in advanced nursing practice—you will have the guidance of expert faculty. We trust that your time spent in scholarly pursuits will not only prepare you well for the next step in your nursing career but also enhance the breadth and depth of your understanding of nursing as a discipline.

The information and polices presented in this handbook complement and supplement information and polices pertinent to the North Dakota State University, the Graduate School (http://www.ndsu.edu/gradschool/), and the College of Pharmacy, Nursing and Allied Sciences (http://www.ndsu.edu/pharmacy/).

NURSING PROGRAM HISTORY

The history of nursing education in Fargo dates back to the early 20th century when St. John’s Hospital and St. Luke’s Hospital each established a diploma school of nursing. The School of Nursing at St. John’s closed and North Dakota State University (NDSU) began an associate degree nursing program in 1969. In 1986, NDSU and Concordia College (CC) began a collaborative baccalaureate nursing program. St. Luke’s Hospital School of Nursing and the associate degree program at NDSU were discontinued. The collaborative program was the Tri-College University Nursing Consortium (TCU). Students took nursing courses on the CC campus and on the NDSU campus. In 1994 nursing faculty who had been employed by TCU became employees of either CC or NDSU but continued to teach on either or both campuses irrespective of faculty appointment.

In 2001 Minnesota State University Moorhead (MSUM), which operated a baccalaureate program for registered nurses, joined the nursing consortium and a collaborative graduate program in nursing was initiated. In 2005, the three undergraduate programs disassociated from the consortium and became independent of one another. In 2007 the three graduate programs became independent of one another. Nursing programs in the area cooperate with one another in utilization of clinical sites, in addressing regional needs and through the sharing of teaching/learning resources.

APPROVAL/ACCREDITATION

The nurse educator (MS) and family nurse practitioner (DNP) specialties are approved by the North Dakota Board of Nursing. The baccalaureate and master’s degree programs are accredited by the Commission on Collegiate Nursing Education (CCNE). CCNE is recognized by the U.S. Secretary of Education as a national accreditation agency for baccalaureate and higher degree program of nursing. The DNP program had an accreditation site visit in March of 2011.
MISSION

The mission of the NDSU Department of Nursing is to provide baccalaureate and graduate nursing education to advance knowledge of the discipline and demonstrate leadership in meeting the healthcare needs of a diverse society.

We will accomplish this by:

- Attracting and retaining high-quality faculty and staff.
- Ensuring program diversity and capacity that is responsive to societal needs.
- Generating, disseminating, and critically analyzing nursing knowledge.
- Ensuring faculty and program graduates are engaged in leadership activities.
- Delivering a dynamic curriculum that meets professional standards and addresses societal needs.

VISION

The vision of the Department of Nursing is to be a recognized leader in positively impacting the health of a diverse global society through professional preparation and interprofessional collaboration and advanced nursing education, advancing nursing knowledge, and responsiveness to societal needs. Indicators that we are achieving this vision:

- Ninety (90) percent pass rate on licensure and certification exams.
- Students and faculty represent cultural and other facets of diversity.
- Interdisciplinary coursework has been integrated into the nursing programs.
- Contributions to improved health status of the region.
- Faculty and alumni participation and leadership on local, regional, national and international levels.
- Dissemination of research findings and clinical scholarship at the national level.
The faculty, students, and graduates of the department of nursing believe in the inherent worth and dignity of individuals and the value of professional nursing as an integral part of the health of society. We believe the core values of autonomy, caring, integrity, justice, professionalism and respect guide the scholarship of education, service, practice, and research.

The role of faculty is to encourage, facilitate, and provide opportunities which support self-directed learning and critical thinking, enhance personal growth and socialize students as members of the profession in entry and advanced practice roles. The role of students is to develop the knowledge, skills and attitudes essential to professional nursing practice and continued study of nursing. The role of graduates is to promote the health of society, advance the discipline, and function as responsible citizens of the nation and the world.

Nursing is an art and science. It is a practice profession and an academic discipline. The domain of nursing is the human response to actual or potential variations in human functioning and life processes. Nursing involves interactions among the nurse, the person and the environment in the prevention of disease, the promotion and restoration of health, and the comfort of the dying.

Professional nursing practice is the creative application of therapeutic nursing interventions based on a synthesis of scientific knowledge, research, professional values and standards. Professional nurses work with individuals, families, communities and other aggregates to meet primary, secondary, and tertiary health care needs. Nurses practice independently, interdependently, and collaboratively in a variety of settings. Nurses balance career advancement, personal well-being, and fidelity to nursing’s social contract.

Core values provide a framework that supports education for and practice of professional nursing as envisioned by the Department of Nursing.

Caring is the central concept of nursing. The competence, sensitivity and compassion that characterize professional caring, guide our behavior in faculty/student and nurse/client interactions. Respect is reflected by nurses’ regard for human dignity and in our acceptance of the diversity of humankind. In our practice we demonstrate our respect for other disciplines through collegiality and collaboration.

Autonomy reflects a patient’s right to make decisions about his/her health care and nurses’ rights to make decisions about their professional practice. Integrity is manifested in our honesty with patients and the public, by adherence to standards of academic honesty, through our accountability for our actions, and through our provision of care based on practice standards.

The professional obligation to assure equal treatment and equal access to care is a facet of justice. Nurses have a professional responsibility to encourage legislation and policy development that advances nursing care and quality health care for all people. Nursing faculty have an obligation to ensure that students have the opportunity to participate in and contribute to an excellent learning environment.

Professionalism encompasses a commitment to lifelong learning and professional development, participation in professional organizations and the political process, and adherence to professional values and regulations.
DEFINITIONS

1. "Nursing is the protection, promotion and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of individuals, families, communities and populations."\(^1\)

2. Environment is comprised of internal and external forces including technological, legal, social, cultural, epidemiological, political, religious and economic phenomena.

3. A person is a holistic being with biopsychosocial, spiritual and cultural dimensions. An individual person is a rational and moral being with an inherent dignity and worth which persists throughout the lifespan despite any limitation in any dimension of being. Persons and groups of persons (family, community and other aggregates) are the focus of nursing care.

4. Health is "physical, mental and social well-being and not merely the absence of disease or infirmity."\(^2\) Health may be described as a continuum and includes cultural and subjective perceptions of well-being. Disease is a dysfunction of a dimension of being. Illness is a subjective feeling of being unhealthy that may or may not be related to disease.

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MASTER OF SCIENCE PROGRAM OUTCOMES

The curriculum of the North Dakota State University master’s program in nursing prepares graduates to:

1. Incorporate theoretical contributions and scientific knowledge of the discipline in providing holistic care.

2. Collaborate in scholarly activities of inquiry related to the nursing profession, including the evaluation, application and integration of nursing research in one’s practice.

3. Contribute to the improvement of health policy, delivery of health services, and the financing of health care.

4. Analyze ethical, legal, and moral issues related to health and illness in society, with an awareness of one’s own position.

5. Develop, implement and modify programs or plans of care for diverse client populations from a health promotion and disease prevention perspective.

6. Demonstrate competency in advanced roles within the context of independent and collaborative nursing practice.

DOCTOR OF NURSING PRACTICE PROGRAM OUTCOMES

The curriculum of the North Dakota State University Doctor of Nursing Practice program prepares graduates to:

1. Demonstrate clinically expert practice in prevention and intervention that leads to improving the health of individuals, families, communities, and populations. (E1, E4, E7, and E8).

2. Evaluate outcomes of practice and incorporate best evidence in quality improvement methodologies. (E3).

3. Translate knowledge from nursing science, ethics, social, biological, and other sciences to benefit practice effectiveness and the health of individuals, families, communities, organizations, and populations. (E1).


5. Use technology (information and patient care) to enhance nursing practice for improvement of quality and efficiency of care. (E4).

6. Collaborate with other health disciplines and with makers of policy (public and institutional) to create and implement policy and practices that promote accessibility to healthcare and work toward elimination of health disparities. (E5, E6, and E8).
PROFESSIONAL GUIDELINES FOR
MASTER’S EDUCATION IN NURSING

The outcomes of the master’s program in nursing are derived from the mission, vision and core values of the department of nursing, and the following professional guidelines:

1. The Essentials of Master’s Education for Advanced Practice Nursing (AACN, 1996)
2. The Code of Ethics with Interpretive Statements (American Nurses Association, 2001)
4. The North Dakota Board of Nursing Rules and Regulations

PROFESSIONAL GUIDELINES FOR
DOCTOR OF NURSING PRACTICE EDUCATION IN NURSING

The outcomes of the doctor of nursing practice program in nursing are derived from the mission, vision and core values of the department of nursing and the following professional guidelines:

1. The Essentials of Doctoral Education for Advanced Practice Nursing (AACN, 2006)
2. Criteria for Evaluation of Nurse Practitioner Programs
3. The Code of Ethics with Interpretive Statements (American Nurses Association, 2001)
5. The North Dakota Board of Nursing Rules and Regulations
INFORMATION AND POLICIES

Copies of a map of the campus may be obtained at the following web site:

ADMISSION
See the NDSU graduate school website for policies and requirements for admission to and progression in graduate school http://www.ndsu.nodak.edu/gradschool.

- **MS Requirements** http://www.ndsu.edu/ndsu/nursing/programs/msn-dnp.htm
  1. Completed application to graduate school. Application and directions are at http://www.ndsu.edu/gradschool/. Two of the required references are to be from professional colleagues and address clinical competence and ability to succeed in graduate study. The application essay should include a narrative of professional experience and a statement of professional goals.
  2. Unencumbered licensure in a US State as a registered nurse.
  3. Baccalaureate degree in nursing from a nationally accredited nursing program with a minimum GPA of 3.0 in nursing courses.

Soon after admission the following must be completed:
  1. Documentation of health status.
  2. Acceptable criminal background check.
  3. Documentation of health insurance.
  4. Documentation of CPR or of ACLS certification if required by specialty.
  5. Program of study completed in collaboration with faculty.
  6. Inferential Statistics required as a prerequisite or co-requisite to nursing research course.

- **DNP (BSN applicant) Requirement** http://www.ndsu.edu/ndsu/nursing/programs/bsn-dnp.htm
  1. Completed application to graduate school. Application and directions are at http://www.ndsu.edu/gradschool/. Two of the required references are to be from professional colleagues and address clinical competence and ability to succeed in graduate study. The application essay should include a narrative of professional experience and a statement of professional goals.
  2. Unencumbered licensure in a US State as a registered nurse.
  3. Baccalaureate degree in nursing from a nationally accredited nursing program with a minimum GPA of 3.0 in Nursing.
  4. Interview with nursing faculty (Interviews are scheduled no later than March)

Soon after admission the following must be completed:
  1. Documentation of health status.
  2. Criminal background check.
  3. Documentation of health insurance.
  4. Documentation of ACLS certification.
  5. Program of study completed in collaboration with faculty.
  6. Inferential statistics required before nursing research course.

- **DNP (MS applicant)** http://www.ndsu.edu/ndsu/nursing/programs/msn-dnp.htm
  1. Completed application to graduate school. Application and directions are at http://www.ndsu.edu/gradschool/. Two of the required references are to be from professional colleagues and address clinical competence and ability to succeed in graduate study. The
application essay should include a narrative of professional experience and a statement of professional goals.

2. Send the following to the nursing department:
   a. Print out of registered nurse license and advanced practice license verification from each state where licensed.
   b. Copy of most recent certification/re-certification for advanced practice specialty.
   c. Evidence of practice hours in masters degree program.
   d. Cumulative hours (approximate) of advanced practice.
   e. Narrative description of current and past clinical practice.
   f. A paper of 10-15 pages in length identifying a practice improvement issue, clinical management problem or research area the applicant plans to address in the clinical dissertation. The paper will cite appropriate professional or scientific resources and follow APA format. There is a fee of $250 for portfolio evaluations.

3. Unencumbered licensure as a registered nurse in the United States or its territories.
4. Current certification and board of nursing approval (if required) for advanced practice nursing.
5. Earned master's degree in nursing with a major in advanced practice nursing and a GPA of at least 3.3 in the master's degree program.

Soon after admission the following must be completed:
   1. Documentation of health status
   2. Criminal background check
   3. Documentation of health insurance
   4. Program of study completed in collaboration with faculty

• Health Records
  The Program requires that students provide evidence of the following:
  1. General health status
  2. Tuberculin test annually.
  3. MMR immunization or rubella screening for antibodies. MMR not necessary if student's birth year is prior to 1956.
  4. Hepatitis B series, documented immunity or declination
  5. Diphtheria/tetanus immunization

• Licensure and Certification Records
  The Program requires that students provide current evidence of the following:
  1. Certification in cardio-pulmonary resuscitation for health care provider or professional level.
  2. ACLS certification for students in the FNP and CNS specialties.
  3. Unencumbered professional nursing license (RN).

• Criminal Background Checks
  Criminal background checks are required. Students sign the consent form providing residential addresses for the past seven years. A student who is disqualified from having patient contact based on results of a background check will be dismissed from the program.

• Professional liability insurance
  Professional liability insurance for students is provided by the NDSU program. The insurance is effective for all clinical learning situations in which the student is engaged as part of the NDSU graduate nursing program.
PROGRESSION
1. A cumulative GPA of 3.0 is required to continue in and graduate from the program. If the GPA falls below 3.0, the student is placed on warning by the Graduate School for the next semester in which courses are taken. If the GPA remains below 3.0 at the end of that semester, the student is placed on probation by the Graduate School.
2. No course with a grade of less than C may be applied to the program of study.
3. No more than two courses with a grade of C may be applied to the program of study.
4. A course with a grade of C (or less) may be repeated once or a comparable course may be substituted in the degree plan. No more than three course may be retaken.
5. Program of study must be kept current.
6. Degree requirements must be completed within seven years after admission.

- Program of Study
Forms for the program of study can be found on the graduate school website at http://www.ndsu.edu/gradschool/forms/index.shtml Students should consult with their academic advisor concerning the procedures for filing this plan. A tentative plan should be initiated on admission to the nursing program and should be completed no later than the end of the second semester full-time credits or after 16 credits.

- Course Registration
Registration may be done electronically.

- Full-time and Part-time Status
Full-time status is nine graduate credits in fall and spring sessions and six graduate credits in summer sessions. Teaching/research assistants engaged for 20 hours/week are considered full-time at four semester hours. Teaching/research assistants engaged for 10 hours/week are considered full-time if enrolled in a minimum of six graduate credits. Students who are not a teaching/research assistant and who are enrolled for less than nine semester hours are part-time.

- Advisement
The graduate student is responsible for initiating each step in progression toward the degree. Each student is assigned an advisor on admission. At the point of submission of the program of study to the graduate office, the chair of the supervisory committee becomes the advisor. This may or may not be the same faculty member who was assigned as advisor for the student on admission to the nursing program. The student should notify the graduate nursing program secretary if there is a change in advisor. The secretary will then notify the Graduate Office and the previous advisor.

- Scholarship
Graduate (MS) complete a thesis or paper. (DNP) students complete a Clinical Dissertation that demonstrates synthesis of knowledge acquired through the program of study.

At the Master's level the Clinical Dissertation may be a thesis or a paper documenting a critical literature review or problem-solving project. The findings of this work will be presented as part of the final oral examination. In addition to the number of copies required by the graduate office, a bound copy of the written document must be submitted to the nursing office and a copy given to the Committee Chair. Clinical Dissertation guidelines are available at http://www.ndsu.nodak.edu/gradschool/dissertation/index.shtml. See the NDSU Graduate School Guidelines for the number of bound copies required.
The master's student selects a committee to supervise the development and completion of the plan of study and the Clinical Dissertation. The chair of the committee has background, expertise or interest in the topic and/or methodology that the student wishes to pursue. **The student is required to meet with the committee as soon as a draft proposal has been prepared.** The committee will provide input on the subject area, literature review, and methodology. At least three committee members must hold graduate faculty status at NDSU and, at least two must be members of the nursing faculty.

The Clinical Dissertation of the DNP degree candidate is a practice improvement project designed and implemented by the student. A bound copy of the completed document must be submitted to the library and to the nursing office. Clinical Dissertation guidelines are available at [http://www.ndsu.nodak.edu/gradschool/dissertation/index.shtml](http://www.ndsu.nodak.edu/gradschool/dissertation/index.shtml). The DNP student selects a committee to supervise the development and completion of the plan of study and the Clinical Dissertation. The chair of the committee has background, expertise or interest in the topic and/or methodology that the student wishes to pursue. **The student is required to meet with the committee as soon as a draft proposal has been prepared.** The committee will provide input on the subject area, literature review, and methodology. At least three committee members must hold graduate faculty status at NDSU and, at least two must be members of the nursing faculty.

- **Research Involving Human Subjects**
  Research Clinical Dissertations involving human subjects require **advance approval** by the Institutional Review Board (IRB). The approval or permission to conduct proposed activities must also be obtained from the site where research data or participants will be found. The proposal may be exempt from review, may qualify for an expedited review, or may require a review by the full board. Your committee chair will assist you in making this determination. IRB application information and material can be obtained from the Office of Research, Creative Activity and Technology Transfer or online: [www.ndsu.edu/irb](http://www.ndsu.edu/irb). All students complete a tutorial or class regarding the protection of human subjects. The tutorial may be found at: [http://cme.cancer.gov/clinicaltrials/learning/humanparticipant-protections.asp](http://cme.cancer.gov/clinicaltrials/learning/humanparticipant-protections.asp). Documentation of completion of the tutorial must be submitted to IRB with the research proposal. The application must be approved by the academic advisor (supervisory committee chair) and IRB prior to any data collection. The committee chair will be designated as the principal investigator.

**COMMUNICATION**

- **Some courses are delivered on-line and components of other courses require on-line access.**

  **Personal Computer System Requirements for students enrolled in nursing courses are:**
  1. An Internet Service Provider (ISP) to allow access to the World Wide Web (Internet)
  2. **Software:**
     - Internet browser such as Microsoft Internet Explorer 7.0 or greater,
     - Virus Protection software (highly recommended) – McAfee free to NDSU students. Download available at: [https://its.ndsu.edu/software_downloads/](https://its.ndsu.edu/software_downloads/)
  3. **Hardware** (Note: These are minimum requirements. We recommend the student exceed these requirements for a better experience. It is recommended that the computer you use for your online classes be for your private use. This will help decrease technical issues).

  **IBM or Compatible Computer**
  - Intel Pentium 4 processor or equivalent
  - 512MB or more of RAM if using Windows XP
  - Broadband recommended
  - 32 MB video card
40 MB Hard Drive disk space. (This requirement will vary depending on which class you are
enrolled in. The disk space is for downloading articles and installing required plug-in software.)
CD-ROM RW Drive (Some classes may provide supplemental materials via CD’s)
Sound card and speakers
Printer - Students who wish to print online resources will need a printer with this capability.
Flash drive

Apple Macintosh
Macintosh G4 (or faster)
Mac OS X 10.2.8 or later
512 MB RAM
40 MB Hard Drive disk space. (This requirement will vary depending on which class you are
enrolled in. The disk space is for downloading articles and installing required plug-in software.)
CD-ROM RW Drive (Some classes may provide supplemental materials via CD’s)
Sound card and speakers
Printer - Students who wish to print online resources will need a printer with this capability.

• Listserv
A Listserv is used for communication between and among graduate nursing students and faculty.
This is the primary mode of in-time information dissemination for the graduate nursing program. It is
very important that every student subscribe in order to receive up-to-date information.

How to subscribe to the list:
1. Send an e-mail to Listserv@listserv.nodak.edu
2. Leave the subject line blank of the e-mail
3. In the body (not subject) of the e-mail enter the following:
   SUB NDSU-nursing-grad-students yourfirstname yourlastname

Note: listname is the name of the list.
yourfirstname and yourlastname are your name (must be at least two words).
For example, to join the list named XYZ, send the following in the body of the e-mail:
SUB xyz Pat Smith
In most cases, you will then be asked to confirm the request. Instructions will be included in
the confirmation e-mail.

To Unsubscribe:
1. Send an e-mail to listserv@listserv.nodak.edu.
   Note: This must come from the exact address used in your subscription.
2. Leave the subject line of the e-mail blank.
3. In the body (not subject) enter the following: SIGNOFF NDSU-nursing-grad-students
   Note: listname is the name of the list you want to leave.

If this does not work (e.g., your address has changed), please contact the list owner at listname-
request@listserv.nodak.edu and ask to be removed from the list. Be sure to mention any old
addresses which might be subscribed to that list and the name of the list. Inform the Academic
Assistant for the graduate program at (701) 231-5692 if you have any problems with the Listserv.
GOVERNANCE AND OTHER POLICIES

• **Student Governance**
  Graduate students participate in the governance of the program through attendance at the graduate student forum meetings that are held each semester and through membership on department committees. In addition, students are encouraged to discuss aspects of courses or of the program with faculty whenever questions or concerns arise.

• **Academic Conduct**
  Academic conduct policies of the University and of the College apply to students in the program. Students are expected to know policies on academic conduct and responsibility as well as institutional academic requirements and procedures. College policies are at [http://pharmacy.ndsu.nodak.edu/policies/index.shtml](http://pharmacy.ndsu.nodak.edu/policies/index.shtml) and institutional policies are at [http://www.ndsu.nodak.edu/gradschool/bulletin/ndsupolicies.html](http://www.ndsu.nodak.edu/gradschool/bulletin/ndsupolicies.html). A signed agreement to this policy is maintained in the student’s file and must be signed yearly.

  Students are expected to display the attributes of respect, autonomy, integrity, caring, justice, and professionalism in academic and clinical settings.

• **Alcohol and Illegal Substances**
  In accordance with state laws, the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia is prohibited in university/college buildings, any public campus area, housing units, university/college vehicles, or any university/college sponsored events either on or off campus.

  Students who fail to comply with this policy will be subject to disciplinary and/or legal action. Additionally, students who attend class or clinical activities under the influence of, or suspected of being under the influence of alcohol or drugs will be asked by the instructor to leave the classroom or clinical setting immediately. Further sanctions may be applied.

• **Student Appeals Procedure**
  Students are encouraged to seek resolution of a problem at the lowest appropriate level, that is, the student should first discuss the problem with the person(s) directly involved. If this does not satisfactorily resolve the problem, the student should seek resolution with faculty, department chair, and college dean. In the event of an unsatisfactory resolution a formal grievance process may be initiated. The appeals process can be found at [http://www.ndsu.edu/policy/337.htm](http://www.ndsu.edu/policy/337.htm) for grades and at [http://www.ndsu.edu/policy/156.htm](http://www.ndsu.edu/policy/156.htm) for grievances of another nature. Questions regarding appeals may be e-mailed to NDSU.Policy.Manual@ndsu.edu.

• **Significant Infectious Diseases**
  Student contact with clients in the health care setting is accompanied by risk of exposure to communicable disease as well as responsibility to avoid spreading communicable disease.

  If you are exposed to body fluids while caring for a client:
  1. Wash the exposed area (not eyes) immediately and thoroughly with soap and water. Cover with a dry sterile dressing if an open wound is present.
  2. Notify nursing faculty immediately.
  3. Complete an incident report (available from the clinical agency); submit one copy to the agency supervisor and one to your clinical faculty.
4. Seek medical advice immediately from your choice of provider. Students are not covered under workers' compensation; costs of care are the responsibility of the student.

- **Clinical Assignments**
  Students will be assigned to clinical sites according to learning objectives of the course. Client characteristics such as age, race, religion, socio-economic level, or health status will not be a factor in clinical assignment, unless there is an identified need for clinical experience related to one or more of these characteristics.

  A student who has a weakened immune status or who is pregnant is advised to inform the graduate program director in writing whenever the condition becomes known. The graduate program director will inform the chair. The chair and/or the student will discuss the student's altered physical status with clinical faculty so that appropriate modifications of clinical assignments can be made. Such modification will be based on evidence-based practice guidelines and/or written recommendations of the student's health care provider and will be designed to protect any and all parties at potential risk.

- **Records**
  The transcript which lists credits and grades for all courses taken is the permanent record of each student's progression. This record is confidential and is not released except at the request of the student. Transcripts are maintained by the Office of Registration and Records. An official transcript may be requested in writing from the Office of the Registrar to be sent to whomever the student designates.

  An advisory folder for each student is kept on file in the nursing department during their time of student at NDSU. The record contains admission papers, correspondence, evaluation forms, and other materials pertaining to the student. All advising/progression information is destroyed on the student's graduation.

  Records of health status and criminal background checks are maintained in a separate file during the student's enrollment in the program. These documents are returned to the student on program completion or are destroyed. A reference folder containing final transcript, final evaluation, and requests for references is maintained in the nursing department for each graduate and for students dismissed from the program.

**SERVICES AND ORGANIZATIONS**

- **Student Services**
  Students have access to general student services such as wellness center, counseling, lactation lounge, meeting areas, food service, and opportunity to participate in cultural, intellectual, and sporting events. Information about graduate student housing may be obtained from the Office of Residence Life. In Sudro Hall there is a student lounge with computers for the use of students in the College of Pharmacy, Nursing and Allied Sciences. Wireless computer access is available throughout Sudro Hall. Computers are available in both learning labs.

- **Financial Aid**
  Students are advised to seek information from the Financial Aid Office regarding available loans and grants including the Nurse Educator Federal Loans. Federal traineeships for FNP, NE and CNS students are administered by the Department of Nursing. Information about the North Dakota Board of Nursing scholarship/loans can be obtained from [http://www.ndbon.org/](http://www.ndbon.org/). Information about other scholarships is disseminated over the graduate ListServ.
• Sigma Theta Tau International

Sigma Theta Tau International, Honor Society of Nursing, is dedicated to improving the health of people worldwide through increasing the scientific base of nursing practice. Its members are nursing scholars committed to the pursuit of excellence in clinical practice, education, research and leadership. Sigma Theta Tau International's philosophy of membership eligibility is based upon the purposes of the Society. Awarding membership recognizes, encourages and actively supports nursing excellence and scholarship by advancing professional development, scholarly pursuit, leadership, creativity and commitment to nursing. Graduate nursing students who have completed one-fourth of their curriculum, have achieved at least a 3.5 GPA, and meet the expectation of academic integrity may qualify for membership. Xi Kappa-at-Large is the local chapter of Sigma Theta Tau International. NDSU, Jamestown College, Concordia College and Minnesota State University, sponsor Xi Kappa Chapter.
North Dakota State University  
NURSE EDUCATOR - MASTER OF SCIENCE DEGREE

The Nurse Educator program is a two-year (full-time) or three-year (part-time) course of study leading to a Master’s of Science Degree – Nurse Educator (MS-NE). The graduate curricular model is comprised of three components: 1) Graduate core courses; 2) Practice core courses; and 3) Specialty curriculum content.

(39 to 41 credits)  
SAMPLE CURRICULUM PLANS  
2 year full-time

<table>
<thead>
<tr>
<th>Fall – Semester – Year 1</th>
<th>Spring – Semester – Year 1</th>
<th>Summer – Semester – Year 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 N701 Theoretical Perspectives of the Discipline</td>
<td>3* N704 Adv Nursing Research</td>
<td>3 N706 HealthCare Del Systems, Financing &amp; Informatics</td>
</tr>
<tr>
<td>2 N702 Ethics/Policy</td>
<td>3 N612 Adv Health Assess</td>
<td>3 N725 Teaching Strategies</td>
</tr>
<tr>
<td>3 N715 Adv Community Assessment (8)</td>
<td>3 N724 Curriculum Design (9)</td>
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<table>
<thead>
<tr>
<th>Fall – Semester – Year 2</th>
<th>Spring – Semester – Year 2</th>
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</thead>
<tbody>
<tr>
<td>2 N714 Adv Pathophysiology I</td>
<td>2 N716 Adv. Pathophysiology II</td>
</tr>
<tr>
<td>3 N726 Education Evaluation</td>
<td>3 N729P Nurse Educator Practicum II</td>
</tr>
<tr>
<td>2 N728P Nurse Educator Practicum I</td>
<td>1-3 Thesis/Project** (6-8)</td>
</tr>
<tr>
<td>1-3 Thesis/Project** (8-10)</td>
<td>Elective***</td>
</tr>
</tbody>
</table>

*Pre-requisite is inferential statistics course (undergraduate or graduate)  
**4 Project credits in total or 6 Thesis credits in total  
*** Elective encouraged but not required

3 year part-time  
(39 to 41 credits)

<table>
<thead>
<tr>
<th>Fall – Semester – Year 1</th>
<th>Spring – Semester – Year 1</th>
<th>Summer – Semester – Year 1</th>
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</thead>
<tbody>
<tr>
<td>3 N701 Theoretical Perspectives of the Discipline</td>
<td>3* N704 Adv Nursing Research</td>
<td>3 N706 HealthCare Del Systems, Financing &amp; Informatics</td>
</tr>
<tr>
<td>2 N702 Ethics/Policy (5)</td>
<td>3 N612 Adv Health Assess (6)</td>
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<tr>
<th>Fall – Semester – Year 2</th>
<th>Spring – Semester – Year 2</th>
<th>Summer – Semester – Year 2</th>
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<tbody>
<tr>
<td>3 N715 Adv Community Assessment</td>
<td>3 N724 Curriculum Design (2)</td>
<td>3 N725 Teaching Strategies (3)</td>
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<tr>
<td>2 N714 Adv Pathophysiology I (8)</td>
<td>2 N716 Adv. Pathophysiology II</td>
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<tr>
<td>3 N726 Education Evaluation</td>
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<thead>
<tr>
<th>Fall – Semester – Year 3</th>
<th>Spring – Semester – Year 3</th>
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<tbody>
<tr>
<td>2 N728P Nurse Educator Practicum I</td>
<td>3 N729P Nurse Educator Practicum II</td>
</tr>
<tr>
<td>1-3 Thesis/Project** (3-5)</td>
<td>1-3 Thesis/Project** (4-6)</td>
</tr>
<tr>
<td>Elective***</td>
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</tbody>
</table>

*Pre-requisite is inferential statistics course (undergraduate or graduate)  
**4 Project credits in total or 6 Thesis credits in total  
*** Elective encouraged but not required

NDSU
The Family Nurse Practitioner program is a full-time three-year course of study leading to a Doctor of Nursing Practice Degree (DNP). The graduate curricular model is comprised of three components: 1) Graduate core courses; 2) Practice core courses; and 3) Specialty curriculum content.

### SAMPLE CURRICULUM PLAN
(86 Credits) 3 year full-time

<table>
<thead>
<tr>
<th>YEAR 1 – Fall Semester 1</th>
<th>YEAR 1 – Spring Semester 2</th>
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<tbody>
<tr>
<td>3 N701 Theoretical Perspectives of the Discipline</td>
<td>3 N704 Advanced Nursing Research</td>
</tr>
<tr>
<td>2 N714 Advanced Pathophysiology I</td>
<td>3 N612 Advanced Health Assessment (includes lab)</td>
</tr>
<tr>
<td>3 N715 Advanced Community Assessment</td>
<td>2 N716 Advanced Pathophysiology II</td>
</tr>
<tr>
<td>3 STAT 725 Applied Statistics</td>
<td>2 N710 Health Promotion &amp; Disease Control</td>
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<thead>
<tr>
<th>YEAR 1 – Summer Semester 3</th>
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</thead>
<tbody>
<tr>
<td>3 N706 Healthcare Del. Systems, Financing &amp; Informatics</td>
</tr>
<tr>
<td>6 N712P Assessment Practicum</td>
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<table>
<thead>
<tr>
<th>YEAR 2 – Fall Semester 4</th>
<th>YEAR 2 – Spring Semester 5</th>
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</thead>
<tbody>
<tr>
<td>2 N631 Advanced Pharmacology I</td>
<td>2 N632 Advanced Pharmacology II</td>
</tr>
<tr>
<td>3 N633 Family Primary Care I: Assess &amp; Mgmt</td>
<td>3 N634 Family Primary Care II: Assess &amp; Mgmt</td>
</tr>
<tr>
<td>8 N733P Family Primary Care: Residency I</td>
<td>8 N734P Family Primary Care: Residency II</td>
</tr>
<tr>
<td>2 N797S-1 Clinical Dissertation I: Dev. of a Comprehensive Study</td>
<td>2 N797S-2 Clinical Dissertation II: Implementation Of a Comprehensive Study</td>
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<tr>
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<tr>
<th>YEAR 2 – Summer Semester 6</th>
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<tbody>
<tr>
<td>2 N702 Ethics/Policy</td>
</tr>
<tr>
<td>2 N 735 Family Primary Care III: Assess &amp; Mgmt</td>
</tr>
<tr>
<td>2 Pharm 685 Economic Outcomes Assessment</td>
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<tr>
<th>YEAR 3 – Fall Semester 7</th>
<th>YEAR 3 – Spring Semester 8</th>
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<tbody>
<tr>
<td>4 N735P Practicum IV: FNP Role Integration</td>
<td>7 N736P Practicum V: FNP Role Integration</td>
</tr>
<tr>
<td>2 N720 Advanced Practice Roles</td>
<td>3 N730 Clinical Applications</td>
</tr>
<tr>
<td>2 N797S-3 Clinical Dissertation III: Evaluation of a Comprehensive Study</td>
<td>(10)</td>
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<td>(8)</td>
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</table>

Total (84) + one 2 credit elective = 86

Prior to beginning clinical courses, this track requires current Advanced Cardiac Life Support (ACLS) Certification.

### CURRICULUM

<table>
<thead>
<tr>
<th>Core Graduate Courses</th>
<th>Practice Core Courses</th>
<th>Specialty Curriculum</th>
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<tbody>
<tr>
<td>N701 Theoretical Perspectives of the Discipline</td>
<td>N612 Advanced Health Assessment</td>
<td>N633 Family Primary Care I: Assess &amp; Mgmt</td>
</tr>
<tr>
<td>N702 Ethics/Policy</td>
<td>N715 Adv Community Assessment</td>
<td>N634 Family Primary Care II: Assess &amp; Mgmt</td>
</tr>
<tr>
<td>N704 Advance Nursing Research</td>
<td>N632 Advanced Pharmacology I</td>
<td>N712P Assessment Practicum</td>
</tr>
<tr>
<td>N706 Health Care Delivery Systems, Financing &amp; Informatics</td>
<td>N714 Advanced Pathophysiology I</td>
<td>N720 Advanced Practice Roles</td>
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<tr>
<td></td>
<td>N716 Advanced Pathophysiology II</td>
<td>N730 Clinical Applications</td>
</tr>
<tr>
<td></td>
<td>N710 Health Promotion &amp; Disease Control</td>
<td>N733P Family Primary Care: Residency I</td>
</tr>
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<td></td>
<td>Pharm 685 Economic Outcomes Assessment</td>
<td>N734P Family Primary Care: Residency II</td>
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<tr>
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<td>Stat 725 Applied Statistics</td>
<td>N735 Family Primary Care III: Assess &amp; Mgmt</td>
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<td>N735P Practicum IV: FNP Role Integration</td>
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<td>N736P Practicum V: FNP Role Integration</td>
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<td></td>
<td>N797S-1 Clinical Dissertation I: Dev. of a</td>
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<td></td>
<td>Comprehensive Study</td>
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<td></td>
<td></td>
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<tr>
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<td></td>
<td>of a Comprehensive Study</td>
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<tr>
<td></td>
<td></td>
<td>N797S-3 Clinical Dissertation III: Evaluation of</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a Comprehensive Study</td>
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17
DOCTOR OF NURSING PRACTICE: ADVANCED NURSE PRACTITIONER ENTRY

(NP, CNM, CRNA, CLINICAL SPECIALIST)
WITH A MASTER'S DEGREE IN NURSING

THIS PAGE IS BEING REVISED
## Curriculum Worksheet

Student: ___________________________ Specialty Track: ___________________________

Advisor: ___________________________ Expected Graduation Date: ________________

Indicate the courses that will be taken each semester. Indicate when plan of study must be submitted; when IRB approval, proposal meeting, and oral examinations must be scheduled; and when other required graduate school forms must be submitted. When completed, a copy of this form must be submitted to the TCU graduate nursing office.

<table>
<thead>
<tr>
<th>Fall Semester 1</th>
<th>Spring Semester 2</th>
<th>Summer Semester 3</th>
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<th>Spring Semester 8</th>
<th>Summer Semester 9</th>
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<th>Fall Semester 10</th>
<th>Spring Semester 11</th>
<th>Summer Semester 12</th>
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</table>
DOCTOR OF NURSING PRACTICE
CLINICAL DISSERTATION

Clinical Dissertation information can be accessed at

Clinical Dissertation 797S-1 (2 credits); 797S-2 (2 credits); 797S-3 (2 credits)

1. Total credits are 6. Credits are distributed over three semesters.

2. Students must maintain continuous enrollment with at least 1 credit each semester until completion of the study and oral examination. After completing 6 credits, students must register for 797SR each semester until finished. The credit will be recorded as “R”, and there will be no grade awarded.

NURS 797S Doctoral Comprehensive Study (6 credits)
The Doctoral Comprehensive Study is a demonstration of ability to produce independent scholarly work pertinent to advanced nursing practice. The Clinical Dissertation may be developed according to a traditional research process or may be documentation of an undertaking to improve practice. The former follows the Master’s thesis format and the latter is designed as outlined below.

CLINICAL DISSERTATION

1. Title Page
2. Table of Contents
3. Body of the Paper
   a. Background and Significance of Proposed Project/Intervention
      • Problem Statement or Purpose – Identification of the challenges, problems, situations, opportunities leading to the proposed project.

   b. Theoretical Framework
      • Project Description
         o Literature Review and Synthesis
         o Congruence of Organizations Strategic Plan to Project
         o Project Objectives
      • Project Design
         o Evidence Based Project /Intervention Plan – Describe in detail the project plan
         o Timeline of Project Phases
         o Resources – Personnel, Technology, Budget, etc.
         o As appropriate to the individual project and determined by the advisor and mentor, the DNP student will include a market analysis, strategic analysis, and/or product/services, sales/marketing, operations, and financial plan that justifies the need, feasibility, and sustainability of the proposed project.
• Evaluation
  o For each objective, include specific details as to how your project will be evaluated. What evidence-based measures will be applied to the evaluation plan? What evidence-based measures/instruments were used for each objective? What method of analysis will be used for each objective?

• Application to DNP Role

• Discussion and Conclusion
  o Presentation of Findings
  o Interpretation of Results
  o Limitations
  o Implications for Nursing Practice
  o Future Research

**Supervisory Committee**

Each student has a supervisory committee who guides the Clinical Dissertation and conducts the final oral examination. The committee consists of three members invited by the student: the committee chair (major advisor who is a full or associate member of the graduate faculty in nursing), a second member who is a full or associate member of the graduate faculty in nursing, a third member who is either a full or associate member of the graduate faculty of the University or an outside expert in the area of study, and a fourth member who is appointed by the Graduate School. The student and advisor may offer suggestions to the Graduate School. The student may invite additional members to serve on the committee. The supervisory committee should be formed in ample time to provide guidance for the design of the Clinical Dissertation, thesis, or project.

**MASTER’S DEGREE**

**THESIS OR PAPER**

**Master’s Paper: Nursing 797 (4 credits)**

1. Students may register for either 1 or 2 credits of NURS 797 the semester they begin working with their committee chair.

2. Students must maintain continuous enrollment with at least one credit each semester until completion of the paper and oral examination. Only 4 credits for the paper may be applied toward the degree.

3. Master’s paper credits are graded each semester as P/F. To earn a grade of P a student must demonstrate progress toward completion of the thesis.

**Master’s Thesis: NURS 798 (6 credits)**

1. Total number of thesis credits is six. Students may divide this total in subsequent semesters as they desire.

2. Students must maintain continuous enrollment with at least one credit each semester until completion of the thesis and oral examination. Only six credits for thesis may be applied toward the degree.

3. Thesis credits are graded each semester as P/F. To earn a grade of P a student must demonstrate progress toward completion of the thesis.
The thesis is a demonstration of the student's ability to develop and conduct a research study utilizing all the steps of the research process. The thesis must either contribute new knowledge to the discipline of nursing or expand existing knowledge in an area of study. This may be a replication of other scholarly work, or may be a study utilizing secondary data, but the work must be original.

The thesis is viewed as a scholarly work, and must use the criteria for APA style. Additionally, the thesis must meet the Graduate School criteria. The thesis must include the following elements in a five-chapter format appropriate to the research design:

1. The Research Problem
   A. Introduction
   B. Statement of the Problem
   C. Purpose of the Study
   D. Significance for nursing

2. Literature Review and Study Framework
   A. Review of Related Literature
   B. Theoretical Framework
   C. Research Questions or Hypotheses
   D. Conceptual and Operational Definitions
   E. Assumptions

3. Methodology
   A. Research Design
   B. Population and Sample
   C. Institutional Review Board Approval
   D. Data Collection
   E. Plan for data analysis

4. Results
   A. Demographic Information
   B. Research Questions or Hypotheses
   C. Data Analysis

5. Discussion and Conclusions
   A. Interpretation of Results
   B. Limitations
   C. Implications for Nursing Practice
   D. Recommendations for further research

NURS 797 Master's Paper (4 credits)
The Master's Paper may take one of two forms.

Form 1: Critical Literature Review
The Critical Literature Review is a demonstration of the student's ability to critically analyze a controversial and significant topic or issue; and to discuss implications for nursing practice from this analysis. Areas to be addressed include:
1. The Topic or Issue: Presentation and Exposition
   A. Identifies a significant topic or issue in the literature, provides rationale within a conceptual approach, and how the critical literature review is organized.

2. Literature Review: Critical Analysis
   A. Demonstrates a theoretical approach to the topic and critically analyzes relevant research.
   B. Builds a case for depicting major gaps or accomplishments in the literature.

3. Discussion and Application
   A. Interprets and discusses practice implications and need for future research via a synopsis of the literature review.

**Form 2: Problem Solving Project**
The Problem Solving Project (PSP) is a demonstration of the student's ability to effectively address a nursing problem in the student's area of specialization.

1. Problem and Its Environmental Context
   A. Clearly identify a significant problem in your area of nursing specialization.
   B. Describe the characteristics of the environment within which the problem exists.

2. Literature Review: Research, Narrative, and Theory
   A. Document the nature of the problem and current approaches to its resolution.
   B. Identify theoretical construct(s) underlying the nature of the problem and/or its resolution.

3. Intervention and Implementation
   A. Propose a nursing intervention to resolve or reduce the problem.
   B. Implement the planned intervention.

4. Evaluation
   A. Evaluate the nursing intervention.
   B. Use the evaluation findings to generate recommendations for improved nursing practice.

**FINAL ORAL EXAMINATION**
The purpose of the final oral examination is to give the degree candidate the opportunity to a) demonstrate mastery of the essentials of his/her plan of study and readiness for advanced practice in nursing; b) present the findings of the culminating scholarly project; and c) demonstrate his/her ability to explain and define the culminating scholarly project and its contribution to the discipline.

1. To schedule the final oral examination, a student must be enrolled in or have completed at least 75 percent of the total credits required for the degree.

2. The final oral examination follows the completion of and precedes the final approval of the culminating scholarly work (Clinical Dissertation, thesis, or project).

3. Preparation for the examination includes the following
   - Seek permission to schedule the oral examination from the major advisor.
   - Schedule the examination with each member of the supervisory committee.
o The request to schedule the examination form is sent to the Graduate School two weeks prior to the examination.

o Submit the Clinical Dissertation in near final form to the supervisory committee members no fewer than seven days prior to the examination.

4. The final examination is conducted by the supervisory committee.

5. The examination, approximately 60 minutes in length, proceeds as follows:

A. The examination begins promptly at the designated time.
B. The committee asks eight to ten questions pertinent to the core curriculum and specialty area of study.
C. The chair invites the candidate to give a brief summary of her/his culminating scholarly work.
D. The beginning of the examination focuses on the culminating scholarly work of the candidate. The candidate is expected to be prepared to defend all elements of the culminating scholarly work.
E. The student is excused and asked to wait in a nearby area for the committee's decision.

6. The committee decides if the student’s master’s thesis or paper or DNP Clinical Dissertation is accepted and if the student passes or fails the final examination and decides:

A. If the committee members agree that the student has mastered his/her program of study and is knowledgeable about the Clinical Dissertation topic, the student passes and the proper forms are sent to the Graduate School completed. See the Graduate School policies for consequences of failing the exam.

B. If the committee members agree that the written thesis/study/paper requires revision, the student must make and submit the revisions to the committee. The committee determines whether the needed revisions are minor or major. If minor, the major advisor (chair) may be authorized to read and approve the revisions as specified. If major, the entire committee will review the revisions.

7. The committee completes the paper work necessary for the student to proceed in the degree candidacy process.

Completion
- Submit one draft of the Clinical Dissertation on regular paper to the Graduate School for approval. Include a copy of the IRB approval letters and the Clinical Dissertation checklist on top of the draft. The completion package fee needs to be submitted with the first draft. Revisions of the Clinical Dissertation may be required.
- Once approved by the Graduate School, submit five copies of the Clinical Dissertation on the required paper no later than one year after the oral defense. Degree date is based on the date when final copies are submitted to the Graduate School. Two bound copies are deposited in the library, one copy each goes to student, major advisor and nursing department.
- Submit request to participate in commencement (optional).
- Participate in commencement (optional).
Graduate Student Checklist

☐ Meet with academic advisor to plan curriculum no later than the first semester of study.

☐ Select Clinical Dissertation, thesis, or project mode and topic.

☐ Identify possible members of Supervisory Committee if required.
  o Chair______________________________
  o Nursing faculty__________________________
  o Graduate School Appointee_____________________
  o Other Member__________________________

☐ Prepare and submit Program of Study.

☐ Request change of advisor if chair of supervisory committee is NOT the advisor assigned on admission.

☐ Prepare and submit Human Subjects Review form to Institutional Review Board if required.

☐ Complete coursework listed on course plan or program of study. If necessary, submit Request for Change in plan/program of study.

☐ Conduct activities essential to Clinical Dissertation. **Student must enroll each semester until oral examination and paper are completed.**

☐ Prepare Clinical Dissertation document to satisfaction of advisor.

☐ Select date for final oral examination (Must be at least two weeks prior to graduation).

☐ Prepare and submit announcement of Final Oral Examination (Must be submitted to Graduate School at least two weeks prior to the examination date).

☐ Submit copy of Clinical Dissertation to all committee members at least a minimum of one and preferable two weeks prior to the oral examination.

☐ Complete Commencement Participation form by March 15 or October 15.

☐ Order academic apparel from bookstore at least 8 weeks prior to graduation.

☐ Submit Clinical Dissertation to the graduate school for approval of format.

☐ Following approval, pay fee and submit five copies of final document to the graduate school.

☐ Submit a bound copy of the Clinical Dissertation to the Nursing office and Committee Chair.