NEW YORK CITY COLLEGE OF TECHNOLOGY

City University of New York

DEPARTMENT OF NURSING

NURSING STUDENT HANDBOOK

ASSOCIATE DEGREE PROGRAM

Welcome to New York City College of Technology (NYCCT) Associate Degree Nursing Program

You are about to begin an important step in your professional journey. This exciting and challenging phase of your education will provide you with knowledge, skills and experiences to guide you in your path of lifelong learning. You will grow professionally and personally through interactions with faculty, fellow students, nursing staff and patients in clinical agencies. Our program has been a leader in nursing education in Brooklyn for over fifty years. The faculty is here to help you and facilitate your learning. Take advantage of opportunities and don't hesitate to seek out faculty and learning experiences.

Students are responsible for being familiar with both NYCCT and the Nursing Associate Program in terms of academic requirements and other policies. This handbook for associate nursing students provides information regarding the curriculum, specific courses, policies, procedures, available resources, and issues that are of concern to student academic life. It also outlines the rights and responsibilities of NYCCT nursing students.

This Handbook acts as a companion to the College Catalog, which is another resource for academic policies and procedures. These policies, and any additional Nursing Department policies and procedures relative to student records, publications, grievances and discipline, are consistent with the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g; 34 CFR Part 99), a Federal law that protects the privacy of student educational records. Please see the NYCCT College Catalog and Student Handbook for important policies and procedures regarding non-discrimination, policy on acceptable use of computer resources, immunization requirements, Freedom of Information Law, 224-A New York State Education Law, CUNY Student Complaint Procedure, Student Disciplinary Procedures, Campus Safety and Security, Policy against Sexual Harassment, Student Conduct Regulations and Special Programs to support students.
Students are responsible for using the handbook as a resource when questions arise and as a guide to academic and nonacademic policies and procedures. Students need to be aware that changes made to policies and procedures may impact them as a student.

Note that the information in this handbook is updated regularly. The information in this handbook is accurate as of January 2025. The Associate Program Nursing Student Handbook, the NYCCT College Catalog are available electronically on the NYCCT website (http://www.citytech.cuny.edu/).

We are delighted that you are here. Best wishes from the entire faculty.

Emerson Ea, PhD, DNP, APRN, FAAN
Chair, Nursing Department

Latest update Spring 2025

New York City College of Technology reserves the right to change requirements, policies, rules and regulations without prior notice in accordance with established procedures. It also reserves the right to publish the nursing handbook in this electronic version and make changes to the electronic version that take precedence over the printed version.

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ACCREDITATION

The Associate in Applied Science and the Bachelor in Science Programs are accredited by the Accreditation Commission for Education in Nursing and registered with the New York State Education Department.

Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, Telephone: 404.975.5000; Fax: 404.975.5020; website: www.acenursing.org

New York State Education Department, The University of the State of New York, Professional Education Program Review, 89 Washington Avenue-2nd Floor West Wing, Albany, NY 12234, Telephone: 518.486.2967; Fax: 518.473. 0114; email: opprogs@mail.NYSED.GOV

AMERICANS WITH DISABILITIES ACT
Student Support Services/CUNY Accommodate
If you have a physical, psychological, medical or learning disability that may impact on your ability to carry out assigned course work, contact the staff in the Center for Student Accessibility office, Room Atrium 237, 718.260.5143. The Center for Student Accessibility will review your concerns and determine with you what accommodations are necessary and appropriate. All information and documentation of disability are confidential.

The Center for Student Accessibility is the disabilities service provider at New York City College of Technology, designated to provide services and reasonable accommodations to students with disabilities as mandated by Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA) and Americans with Disabilities Amendments Act of 2008 (ADAAA). Qualified students with disabilities, under applicable federal, state, and city laws,

seeking reasonable accommodations or academic adjustments must contact the Center for Student Accessibility for information on City Tech's policies and procedures to obtain such services. Students with questions on eligibility or the need for temporary disability services should also contact the Center at: The Center for Student Accessibility, 300 Jay Street Room L-237, 718-260-5143. http://www.citytech.cuny.edu/accessibility/

NEW YORK CITY COLLEGE OF TECHNOLOGY POLICY ON ACADEMIC INTEGRITY

Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion. The complete text of the College policy on Academic Integrity may be found in the catalog.

CUNY RESIDENCY POLICY FOR ADMISSION INTO NURSING PROGRAMS

Starting in the Fall 2009 semester, all CUNY nursing departments will require applicants for admission into nursing clinicals to provide documentation in one of the following categories:
1) U.S. Citizenship;
2) Permanent Residency;
3) International Student with F1 Status;
4) Granted Asylum, Refugee Status, Temporary Protected Status, Withholding of Removal, or Deferred Action Status by the U.S. government.

Students, who are unsure of their status or for assistance, may contact the CUNY Citizenship Immigration Project office at City Tech, Namm Building 621A.

Associate in Applied Science in Nursing

The Nursing program prepares students to become members of the health team in health service agencies, clinics, community and long-term care agencies and hospitals. In addition to academic coursework in the classroom, skills are practiced in the College laboratory and health care facilities.

Introduction to the Nursing Department

Acceptance into the Nursing AAS program is a competitive admission process. To be accepted into the clinical portion of the nursing program all pre-requisite science courses must have been completed within 5 years from the date of admission to the Nursing program. The Nursing department desires to accept students who will be successful and complete the associate degree program in 4 consecutive semesters.

Students who are admitted into the associate degree program:

a) Will receive an email from the nursing department to offer admission

b) Students will need to respond to the email stating if they accept admission into the associate degree nursing program.

c) Upon acceptance of your enrollment, a secondary letter will be sent explaining all the "onboarding" requirements for the nursing curriculum.

Declining admission into the Nursing associate degree program:

a) If a student declines their position, they may reapply for the next admission cycle.

b) If after a student accepts their enrollment and then declines their admittance within a 4-week period prior to classes beginning, then they will be eligible to reapply again 1 year from the time of the declination of their first admission.

For example, a student who is accepted for the June 2024 admission cycle, accepts the admission, and then changes their mind and declines the admission will be eligible to re-apply to the program June 2025 cycle.

The Associate Degree Nursing Program is a full-time program which requires enrolled students to have flexibility of their schedule to permit enrollment in the lectures and clinical sessions that the City Tech Nursing program offers. Each semester, the nursing department will have enough clinical sections to enroll all students at a hospital clinical. There will not be enough space at one specific hospital to accommodate all the students that desire a specific location. The associate degree curriculum is designed so that a student is scheduled to take two NUR courses which are co-requisites together each semester. Students in the AAS clinical program should anticipate a 3 or 4 day a week schedule of classes which may include some clinical sessions which are scheduled on weekends.

For students who need fulltime status for financial aid to support their education, the sequencing of courses has been arranged so that the Nursing course and the required general education course will provide enough credits to meet the credits requirements by financial aid. See the sample course of study a) Sample course of study: https://www.citytech.cuny.edu/nursing/nursing-aas.aspx

The following suggestions are to increase your chances of being successful in the nursing program:

a) Be prepared to study 16 to 20 hours /week.

b) It is recommended to work part time and suggested no more than 10 hours a week during the semester.

c) It is recommended to read the assigned chapters in the e-book and take chapter notes.

d) Attend faculty office hours to ask questions or discuss course content.

e) Review Nurse Achieve Course Modules and do the practice questions.

f) Many students choose to take all the general education courses prior to being accepted into the Nursing Clinical program. If a student chooses to do this, it may affect their ability to receive financial aid.

END OF PROGRAM LEARNING OUTCOMES

- Incorporate knowledge and skills gained from the communication arts, information technology and the social and biological sciences into nursing practice.

- Utilize the caring model to safely meet the health needs of clients of all ages in a variety of settings.

- Apply the nursing process as a creative problem-solving approach in the delivery of client-centered care to culturally diverse clients.

- Incorporate evidence-based practice using critical thinking in decision-making situations when caring for clients.

- Incorporate effective communication in interactions with clients, families, significant others and health care providers.

- Implement client/family health teaching along the health-illness-healing continuum.

- Collaborate with clients, families, significant others and health care providers in creating a protective, supportive and/or corrective environment for clients.

- Incorporate legal and ethical principles into safe nursing practice.

- Demonstrate accountability by utilizing quality improvement concepts in the management of care.

- Function as a client advocate in the health care system.

- Continue life-long learning activities and professional development.

- Maintain involvement in community-based service.

REGISTERED NURSE LICENSURE
A license to practice as a registered professional nurse in New York State is granted to graduates of nursing programs approved by the State Education Department who are at least eighteen years old, are of good moral character*, and have passed the licensing examination of the State Board of Nursing. Graduates are eligible to take the licensing examination at any time following graduation.

　* **Part 28**
　　DETERMINATION OF GOOD MORAL CHARACTER IN THE PROFESSIONS

Section 28. 1 Determination of Good Moral Character.

The determination of whether an applicant for authorization to practice a profession, under title VIII of the Education Law, is of good moral character shall be made in accordance with the procedures specified in this part.

Section 28. 2 Information
All information indicating that an applicant has been convicted of a crime or has committed an act of which raises a reasonable question as to the applicant's moral character shall be referred to the executive director of the Office of Professional Discipline or his or her designee.

Nursing Handbook
The University of the State of
New York The State Education
Department
Division of Professional Licensing Services
89 Washington Avenue
Albany, NY 12234

Approximate Additional Costs

Tuition and Fees	CUNY Catalog
Annual physical examination*	Dependent on coverage
CPR Certification with AED	$90.00
Uniform with emblem, scrubs, shoes, stethoscope, watch	$250
Nursing Textbooks	$1500
NCLEX Preparation Program	$400-550
External NCLEX Review Course	$300
Medical Document Manager	$32
Drug Screen	$32
NCLEX Licensure Fee	$343
Background Check	$200

*Submission of laboratory titers for NYS immunization requirements are required

Admission criteria into the Introductory Courses of the Nursing Curriculum
• --A high school diploma or its equivalent (GED);
• --Pre-requisites for BIO 2311: BIO 1101 and BIO 1101L with a minimum grade of C, a college level General Biology Course with Lab, or a score of 85 or above on the Biology Regents exam (with Lab).

Introductory Term Requirements
Prior to clinical nursing coursework, all students must complete the 13-14-credit introductory sequence, with a minimum cumulative index (grade point average) of 2.5 in the following courses:

BIO 2311	Anatomy and Physiology I	4 credits (must be completed within last 5 yrs.)
PSY 1101	Introduction to Psychology	3 credits
ENG 1101	English Composition I	3credits
MAT 1190 or	Quantitative Reasoning	3credits
MAT 1275 or higher	Introduction to Mathematical Analysis	4 credits

Students may repeat **only one** of the introductory courses in order to meet the 2.5 grade point average in the 14-credit introductory course sequence needed for admission to the first semester nursing courses. When an introductory course grade is a "D" or an "F", the student must repeat the course and the grade on the second attempt will be counted for the introductory sequence. A student may not repeat a course in which the initial grade was a "C" or better. When a student has received a "C" or better on more than one introductory course but has not received a "D" or "F" in an introductory course, the student may replace **only one** of the introductory course grades with the grade of the next level course to raise their G.P.A. (ex. ENG 1121 for ENG 1101; BIO 2312 for BIO 2311; PSY 2301 for PSY 1101; or MAT 1375 or higher or MAT 1272 for MAT 1275). Students with a higher level of Math (MAT 1375 or higher) will have their grade weighted.

Students must have an overall grade point average of 2.5 to be eligible to be admitted to the first semester nursing courses. A student must have a minimum grade of "C" in each of the introductory courses with a minimum 2.5 grade point average in the 13-14-credit introductory course sequence. While the standard in the introductory sequence is the minimum standard for consideration of advancement to the clinical phase of the program, it does not guarantee progression into the clinical phase. The stronger the group of applicants in any given semester, the higher the index will be needed in the introductory sequence for consideration of advancement to the clinical phase of the program. Because of capacity limitations, students who have completed the introductory phase with the minimum 2.5 index or higher will be numerically ranked each semester and seats will be allocated on the basis of the highest cumulative average in the introductory sequence, as space permits. Due to the high number of applicants to the clinical phase of the nursing program in the past two years, the average G.P.A, for acceptance to the nursing program has been approximately 3.0 or higher.

All introductory students are required to take the Test of Essential Academic Skill **(TEAS)** or the equivalent during the introductory semester to be used as an additional criterion for admission. Minimum score(s) as determined by the Nursing Department will be required for admission. Students must have completed the **TEAS** exam within (1) year of their application to the clinical phase of the Nursing Program. Students can repeat the TEAS exam one time. For more information about registering for the test, see the Nursing Department Website.

Progression in Nursing

Once the student is admitted to NUR courses, the following policies will be in effect:

a. A minimum grade of "C" in each course designated with the prefix NUR (NUR 1010, NUR 1030, NUR 1110, NUR 1130, NUR 2110, NUR 2130, NUR 2210, NUR 2230) and BIO (BIO 2312, BIO 3302) is required.
b. Requirements for Passing Each Nursing Course *A grade of satisfactory "S" in the clinical component.
    *Completion of an NCLEX Preparation Program or the equivalent
    *Six hours of community service per semester.
c. For students repeating NUR 1030, 10% of allocated seats will be given to repeaters. Priority selection will be based on course numerical grade achieved in NUR 1030. The course coordinator will rank the students by their numerical grade and inform students of their standing. Students who are not eligible to repeat the course will be dismissed from the program.
d. The student may repeat only TWO nursing courses with a clinical component (NUR 1030, NUR 1110, NUR 1130, NUR 2110, NUR 2130, NUR 2210, NUR 2230). A committee of nursing faculty will review requests for waiver of this policy.
e. NUR courses must be passed on the second registration.
f. On the second registration attempt for a clinical nursing course, the student will be considered for registration based on space availability. Priority selection will be based on course numerical grade achieved in the course being repeated.
g. NUR 2210 and NUR 2230 students are required to participate in the NCLEX-RN Preparation Program.
h. Students are expected to adhere to policies as outlined in the NYCCT Catalog, the NYCCT Student Handbook and the Department of Nursing Student Handbook.
i. Students who withdraw from NUR 1030 will be entered into the next admission pool. There is no guarantee of readmission to the program for those who withdraw.
j. Students who repeat a course can opt to take the course with another instructor if available.

Grading Policy for all Courses Designated with the Prefix NUR

Definition	Grade	Points (Index)
93-100%	A	4.0
90-92.9%	A-	3.7
87-89.9%	B+	3.3
83-86.9%	B	3.0
80-82.9%	B-	2.7
77-79.9%	C+	2.3
75-76.9%	**C**	**2.0**
60-74.9%	D	1.0
Below 60	F	0.0

A grade of "C" is the minimum passing grade for Nursing (NUR) courses. Students must repeat any nursing courses in which they receive a "D" or "F" in the theory component and/or an unsatisfactory grade in the clinical component (subject to the limits on repetition of NUR courses listed above).

Transfer into the Nursing Curriculum

Students who wish to transfer into the nursing curriculum from other college curricula must have completed the criteria for placement in the nursing curriculum and introductory term. To be eligible for admission into the nursing program, transfer students from other colleges must be in good academic standing, not on academic probation, not academically or administratively dismissed and not barred from continuing enrollment in the nursing program at previous college(s). Transfer students from other colleges must be registered at New York City College of Technology for at least one semester prior to being ranked for entry into the clinical nursing courses. Transfer students must be matriculated and completed a full fall or spring semester at NYCCT; non-degree student status does not count. Enrollment for a summer session only does not count. They must meet the criteria for admission into the nursing curriculum and introductory semester, and **must earn a 2.5 or higher cumulative index** in the introductory course sequence to be considered for progression into the clinical program. Students will be numerically ranked for advancement into the clinical phase of the program, as space permits. Any introductory course completed at another college must have a letter grade for computation of index. To receive transfer credit for the required sciences, students must have completed **Anatomy and Physiology I & II, and Microbiology within five (5)** years of their acceptance to the clinical phase of the nursing program.

Readmission to Nursing
Students who have not registered for nursing courses for two consecutive semesters will be readmitted to nursing on a space-available basis and the achievement of a minimum grade of 75% on a comprehensive nursing examination of previously completed nursing coursework.

Graduation from the Nursing Program
A minimum cumulative grade point average of 2.0 in the required 66-67 credits is necessary for graduation from the nursing program. **The clinical nursing courses must be completed within five (5) years**.

NURSING DEPARTMENT REQUIREMENTS

The College will grant an associate in applied science (AAS) degree with a major in nursing upon satisfactory completion of the required 67 credits listed below.

REQUIRED COURSES IN THE MAJOR		Credits
NUR 1010	Medication Calculations in Nursing	1

NUR 1030	Foundations of Caring	6
NUR 1110	Caring for Clients with Common Alterations in Functional Needs	5
NUR 1130	Caring for Clients with Common Alterations in Survival Needs	5
NUR 2110	Caring for Clients with Complex Alterations in Survival and Functional Needs	5
NUR 2130	Caring for Clients with Alterations in Integrative Needs	4
NUR 2210	Caring for Clients with Chronic Alterations in Human Needs	5
NUR 2230	Caring for Clients and Families with Growth-Seeking Needs	5
	Subtotal	36

ADDITIONAL REQUIRED COURSES

BIO 2311[1]	Anatomy and Physiology I	4
BIO 2312	Anatomy and Physiology II	4
BIO 3302	Microbiology	4
ENG 1101	English Composition I	3
ENG 1121	English Composition II	3
MAT 1275	Introduction to Mathematical Analysis	4
or		
MAT 1190	Quantitative Reasoning	3
PSY 1101	Introduction to Psychology	3
PSY 2301	Child Psychology	3
SOC 1101	Elements of Sociology	3
	Subtotal	31

TOTAL CREDITS REQUIRED FOR THE DEGREE **66-67**

1.   Students without the requisite science background for BIO 2311 may have to take BIO 1101 in preparation. This will increase the total number of credits required for the degree by four (4).

2.   Students without the requisite math background for MAT 1275 may have to take MAT 1175 in preparation. This will increase the total number of credits required for the degree by four (4).

CURRICULUM PLAN   **Credits First Semester or Introductory Term[1]**

FIRST YEAR

BIO 2311	Anatomy and Physiology I	4
ENG 1101	English Composition I	3
PSY 1101	Introduction to Psychology	3
MAT 1190	Quantitative Reasoning	3
MAT 1275 or higher	Introduction to Mathematical Analysis	4
Subtotal		13-14

NUR 1010	Medication Calculations in Nursing	1
NUR 1030	Foundations of Caring (WI[2])	6
BIO 2312	Anatomy and Physiology II	4
PSY 2301	Child Psychology	3
	Subtotal	14

SECOND YEAR

First Semester or Term

NUR 1110	Caring for Clients with Common Alterations in Functional Needs	5
NUR 1130	Caring for Clients with Common Alterations in Survival Needs	5
BIO 3302	Microbiology	4
	Subtotal	14

Second Semester or Term

NUR 2110	Caring for Clients with Complex Alterations in Survival and Functional Needs (WI)	5
NUR 2130	Caring for Clients with Alterations in Integrative Needs	4
ENG 1121	English Composition II[3]	3
	Subtotal	12

THIRD YEAR

First Semester or Term

NUR 2210	Caring for Clients with Chronic Alterations in Human Needs	5

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[1] These courses must be completed successfully before taking any nursing courses. Students are required to provide evidence of computer literacy. A self-paced process of certification is available through the College Learning Center at no cost or credit to the student.

[2] WI=Writing Intensive

Note: NUR Courses require permission of the department for registration.

NUR 2230	Caring for Clients and Families with	
	Growth Seeking Needs	5
SOC 1101	Elements of Sociology	3
	Subtotal	13

TOTAL CREDITS REQUIRED FOR THE DEGREE   **66-67**

[1]These courses must be completed successfully before taking any nursing courses. Students are required to provide evidence of computer literacy. A self-paced process of certification is available through the College Learning Center at no cost or credit to the student. [2]WI=Writing Intensive Note: NUR Courses require permission of the department for registration.

NURSING (NUR) COURSES

NUR 1010 MEDICATION CALCULATIONS IN NURSING
1 cl hr., 1cr.

This course introduces the student to measurement systems and dosage problems for selected routes of drug administration. Emphasizes the application of basic mathematical operations needed for solving dosage calculation problems.
Prerequisites: BIO 2311, PSY 1101, ENG 1101, MAT 1275 or higher
Corequisites: BIO 2312, PSY 2301, NUR 1030

NUR 1030 FOUNDATIONS OF CARING (WI)
4 cl hrs., 6 lab hrs., 6cr.

Using the framework of Watson's caring model, this course introduces the student to nursing practice. Emphasis is on learning how the nursing process can be used to meet the client's human needs, primarily survival and functional needs. Students learn consideration of the client's social, cultural and spiritual values within the health-illness-healing experience. In the laboratory, students develop the technical skills needed for client care in community, long-term and acute settings.
Prerequisites: BIO 2311, PSY 1101, ENG 1101, MAT 1275 or higher
Corequisites: BIO 2312, PSY 2301, NUR 1010

NUR 1110 CARING FOR CLIENTS WITH COMMON ALTERATIONS IN FUNCTIONAL NEEDS
3 cl hrs., 6 lab hrs., 5cr.

This course builds on the knowledge and skills attained by the students in the previous nursing course Foundations of Caring (NUR 1030). Using Watson's caring model, the student learns to apply the nursing process in acute care settings to meet the needs of clients experiencing common alterations in human functional needs.   Theory includes conditions that interfere with integument, mobility, sensory functioning, endocrine functioning and urinary elimination in various age groups.

Prerequisites: BIO 2312, PSY 2301, NUR 1010, NUR 1030
Corequisites: BIO 3302, NUR 1130

NUR 1130 CARING FOR CLIENTS WITH COMMON ALTERATIONS IN SURVIVAL NEEDS
3 cl hrs., 6 lab hrs., 5cr.

This course builds on the knowledge and skills attained in the previous nursing course Foundations of Caring (NUR 1030). Using Watson's caring model, the student learns to apply the nursing process in acute care settings to meet the needs of clients experiencing common alterations in human survival needs. Theory includes conditions that interfere with fluid and electrolyte balance, nutrition and oxygenation in various age groups.
Prerequisites: BIO 2312, PSY 2301, NUR 1010, NUR 1030
Corequisites: BIO 3302, NUR 1110

NUR 2110 CARING FOR CLIENTS WITH COMPLEX ALTERATIONS IN SURVIVAL AND FUNCTIONAL NEEDS (WI)
3 cl hrs., 6 lab hrs., 5cr.

In this course, the student learns to use Watson's caring model to meet the needs of clients in various age groups with altered cell growth (cancer), complex alterations in nutrition and oxygenation and neurological status. The focus is on the use of information technology, evidence-based practice and the nursing process to facilitate decision-making in the care of selected clients and families in acute care settings. Students also learn the role of the nurse in provision of care to victims of mass casualties and acts of bioterrorism.

Prerequisites: BIO 3302, NUR 1110, NUR 1130
Corequisites: NUR 2130

NUR 2130 CARING FOR CLIENTS WITH ALTERATIONS IN INTEGRATIVE NEEDS
2 cl hrs., 6 lab hrs., 4cr.

In this course, the student continues to use the framework of Watson's caring model to study and care for clients with alterations in integrative needs. Emphasis is on applying the nursing process to the care of clients with affective, thought, anxiety, personality and addictive disorders; and children with adjustment disorders. The student will integrate mental health concepts, principles of human relationships and interpersonal skills in caring for selected clients in a therapeutic environment.
Prerequisites: BIO 3302, NUR 1110, NUR 1130
Corequisites: NUR 2110

NUR 2210 CARING FOR CLIENTS WITH CHRONIC ALTERATIONS IN HUMAN NEEDS
3 cl hrs., 6 lab hrs., 5cr.

In this course, the student continues to use the framework of Watson's caring model to meet the needs of clients in various age groups with chronic alterations in nutrition, bowel elimination, urinary elimination, sensory/motor functioning, oxygenation, tissue perfusion and immune responses. Focus is on the application of the nursing process to manage the care of clients and groups of clients in acute care, long term care, and community health settings.
Prerequisites: NUR 2110, NUR 2130

NUR 2230 CARING FOR CLIENTS AND FAMILIES WITH GROWTH SEEKING NEEDS
3 cl hrs., 6 lab hrs., 5cr.

In this course, the student continues to use the framework of Watson's caring model in meeting the growth seeking needs of childbearing clients and their growing families. Emphasis is on family centered health care and health teaching of childbearing clients and families in ambulatory and inpatient care settings. Students use the nursing process to organize care for clients with alterations in growth-seeking needs.
Prerequisites: NUR 2110, NUR 2130

NEW YORK CITY COLLEGE OF TECHNOLOGY

DEPARTMENT OF NURSING
ASSOCIATE DEGREE PROGRAM

Mission Statement of the Associate Degree Program

The Associate Degree Program in Nursing is designed to provide graduates with the knowledge and competencies necessary for safe, evidence-based collaborative nursing practice in today's fast paced health care system. This includes the ability to provide safe client-centered care to culturally diverse clients in a variety of urban practice settings. The human caring process is an essential component in meeting the needs of clients, families and communities and providing them with a protective, corrective and/or supportive environment. Upon completion of the Program, graduates will have the foundation to pursue a baccalaureate degree in nursing.

Standards and Organizing Framework

The organizing framework of the Associate Degree Nursing curriculum reflects the American Nurses Association Standards of Practice, the NLN Educational Competencies for Graduates of Associate Degree Nursing Programs, the Quality and Safety Education for Nurses (QSEN) and Watson's Caring Model. Watson's Caring Model encompasses art, science, humanities and spirituality in the formation of a humanistic-altruistic system of values. Watson's curative factors include the development of helping trusting, human caring relationships and the

systematic use of a creative problem-solving process. The provision for a supportive, protective and/or corrective mental, physical, societal, spiritual environment is important in Watson's theory.

The nursing curriculum incorporates knowledge from the arts, sciences and humanities into nursing practice. Communication is an important concept in the nursing curriculum as it is the first step in developing a helping –trusting, human caring relationship and is necessary for collaboration with the interdisciplinary team. The role of the nurse as client advocate is an integral component of the caring relationship. Ethical issues are integrated in the curriculum as the student moves from the analysis of personal values to ethical decision-making in nursing practice. The curriculum utilizes the nursing process for creative problem solving with culturally diverse clients and families across the lifespan. The curriculum provides opportunities for the integration of critical thinking and evidence-based practice in providing safe, competent care to clients. Instructional technology, which enhances student learning, is incorporated throughout the curriculum.

The philosophy and outcomes for the nursing unit were developed by the Curriculum Committee and accepted by the Faculty Committee. The beliefs of the faculty concerning nursing practice, the practice of the associate degree nurse and nursing education are clearly identified.

Grievance and Appeals
The Appeals Committee is responsible for reviewing written appeals from students concerning absences or other academic policies. The committee discusses the student's concerns and makes appropriate recommendations. Students should fill out an appeal form that can be obtained in the Nursing Department office. Students will be notified of the Committee's decision as soon as the Committee makes a decision. The Committee meets at regular intervals throughout the semester. Students should also refer to the College Catalog for the College Appeals process regarding grades and complaints, and the grievance process.

Employment
Job opportunities for nurses seeking employment in NYC hospitals for associate degree graduates in the NYC area are continuing to improve. Employers prefer to hire nurses with a baccalaureate degree in nursing. Many graduates enroll in NYCCT RN-BS Program in order to find improved job opportunities.

Student Email
For information about NYCCT email, please refer to the NYCCT Student Handbook.

Academic and other Resources
There are many resources available for students at NYCCT. Please check the NYCCT College Catalog and NYCCT Student Handbook for further information about the Library. The Nursing

Department has many academic resources that are available to nursing students. Among these resources are digital platforms accessed through student textbooks, and the campus library.

Absenteeism/Lateness

To meet the educational objectives of each course, students should attend each clinical and class section. To allow for illness and personal emergencies, a policy regarding absenteeism and lateness has been established as follows:

Absence in the Clinical Placement:

1.   One clinical absence is permitted. *
2.   Students who have two absences (and /or combined lateness) **must withdraw** from the clinical course.
3.   Students may appeal this policy, using the departmental appeal policy form. The Appeals Committee, comprised of nursing faculty, will review extenuating circumstances.

Lateness in the Clinical Placement

1.   *Two latenesses are permitted and are equal to one absence*. *
2.   Students will be considered late if they are not present at the beginning of class or pre-conference.
3.   Students who are late for the third time (or who have a previous clinical absence) must withdraw from the clinical course.
4.   Students may appeal this policy, using the departmental appeal policy form. The Appeals Committee, comprised of nursing faculty, will review extenuating circumstances.

*A student who has one (1) absence or two (2) latenesses will be advised by her/his faculty in writing to meet with the theory faculty prior to her/his next clinical experience. Please note that documentation of absence or lateness is required. This documentation does not negate the absence but remains as part of the student's attendance record. THIS POLICY WILL BE STRICTLY ENFORCED.

Malpractice

CUNY holds malpractice insurance for students. There is no need for students to purchase malpractice insurance.

Social Media/HIPPA

Posting any information related to a client's diagnosis or treatment on social media can result in dismissal from the nursing program. Client information is shared only with members of the health team directly responsible for care. Students are also not to discuss information on elevators or in public spaces in the hospital. Students may not access any information on a hospital medical information system that is not related to their assigned client.

Students must comply with the code of conduct outlined in HIPPA training.

CLINICAL REQUIREMENTS

All students must register for a Castlebranch account for the health and safety requirements which includes a drug test, a compliance tracker (for immunizations, etc.), and a background check. Once the account is activated, required items will appear in a "To-Do-List.". Students MUST have green checks at all times during the semester. Health and safety documents will be due on a specified date prior to the onset of each semester. If a student is not cleared by Castlebranch prior to the specified date, the student's registration will be dropped. Students who are dropped and subsequently cleared by Castlebranch will be allowed to register during the assigned college semester registration date(s) on a space available basis. The student is not guaranteed a seat for the semester course(s).

Criminal Background Checks and Drug Testing

Current laws generally permit a state licensing board or agency to deny a license to practice nursing if the applicant has been convicted of a felony or other specified crime. Like many state licensing boards, the Office of the Profession of the New York State Education Department requires that a criminal background be reported and investigated prior to granting a license to practice nursing.

The New York City College of Technology does not require a criminal background check for admittance, but the school's education requirements include placement at one or more hospitals or other off campus clinical training sites, and these sites frequently require a student to pass a criminal background check before the student can be placed for clinical training. Therefore, all clinical students will be required to have a criminal background check completed prior to the start of the initial clinical practice experience. The cost for this clinical requirement is the student's responsibility.

A student may also have to complete more than one criminal background check during the course of the Nursing program at New York City College of Technology, depending on the number of sites where you are placed and the requirements of each site.

If the student receives a negative incident finding from a criminal background check result, the student must resolve that issue before the start of the clinical practice experience. This may require that the student withdraw and not be permitted to register for the course for the semester until the issue is satisfactorily resolved. There are NO alternative clinical placements.

Please note that if a student is not permitted to take part in a clinical practice experience required by the program based on the results of a criminal background check, the student may be unable to complete the course requirements. It is important for a student to consider this before enrolling in the Nursing Program. New York City College of Technology has no obligation to refund your tuition or fees or to otherwise accommodate you in the event you are ineligible to complete your course requirements based on the results of a criminal background check, or if you are denied a license to practice nursing.

The following clinical requirements must be uploaded to CastleBranch for approval by their specified due dates:

- Drug Test (Per Semester requirement)
- Background Check (Annual requirement)
- Physical Examination (Annual Requirement)
- Measles, Mumps & Rubella (MMR) (One-time submission)
- Varicella (Chicken Pox) (One-time Submission)
- Hepatitis B (One-time submission)
- Hepatitis C (One-time submission)
- Tuberculosis (Annual requirement)
- Influenza Vaccine (Annual Requirement)
- Tetanus, Diphtheria, & Pertussis (Tdap) (10 Year Requirement)
- Fit Test (Annual requirement)
- COVID-19 vaccinations and boosters (All Nursing applicants and students required to show evidence of vaccination)

The following trainings must be uploaded to Castlebranch for approval by their specified due dates:

- *CPR/BLS Health Professional Certification (Biennial Requirement)
- Health Insurance Portability and Accountability Act (HIPAA) Training
- Occupational Safety and Health Administration (OSHA) Training
- Child Abuse Mandatory Reporting Training
- Infection Control Training
- Fire Safety Training

The following acknowledgements/forms are required and must be submitted by their specified due dates:

- Code of Conduct
- Nursing Student Handbook Acknowledge
- Student Information Form
- Nursing Student Continuation in Program Agreement
- Notice to Students on Criminal Background Checks
- NYS Department of Education Nursing Program Survey
- Permission to Use Student Work
- Consent and Release Form
- Nursing Student Handbook Acknowledgement
- Family Educational Rights and Privacy Act (FERPA)

*Cardiopulmonary Resuscitation (CPR)/Basic Life Support (BLS)
Each student must show completion of CPR certification for Adults, Children and Infants and use of the portable cardiac defibrillator (AED). Students must take the Heart Association Health Professionals certification course. On Campus and Off-site CPR classes are scheduled each semester on weekdays and weekend days for the students' convenience.

Additional documents may be required by affiliating clinical agencies such as drug screenings, past criminal conduct, fingerprinting etc. Students must submit the required documents by their specified due dates. Student must agree to release medical information to clinical partners if requested by the clinical site.

Students MUST comply with all clinical requirements. Failure to do so or obtaining a negative finding and /or positive result (criminal background check, urine toxicology, etc.) will result in immediate dismissal by the clinical agency and required withdrawal from the nursing course(s). If a student is dismissed from a clinical agency, there will be no alternative clinical placement assigned. The department begins sending lists to clinical partners two weeks before the semester starts. The clinical placements are "frozen" at that point. No changes in CUNY first are permissible after that time.

All students must be clinically cleared and meet all the above requirements in order to attend clinical experiences in hospitals.

STUDENT UNIFORMS:

The following is unique to the Nursing Program. It is mandatory that all nursing students comply with all components of this policy. Failure to adhere to this policy will result in the student being sent home from the Clinical Laboratory and receiving an absence for the day. Full student uniform is always required in the Clinical Laboratory, College Laboratory, and during all AAS NUR nursing examinations unless otherwise specified by the instructor.

1. Students are expected to wear a freshly laundered and pressed City Tech uniform scrubs to each clinical/college laboratory experience and during AAS nursing program examinations
2. Female identifying students can wear the uniform dress scrubs. The length of the dress uniform should be at least knee length.
3. Shoes: Clean regulation white shoes are required and shall be worn in good repair. No sneakers or clogs are allowed.
4. Stockings: White stockings only should be worn. Male identifying students must wear white socks. Female identifying students may wear white socks with pant uniforms only.
5. White lab coats may be required for some baccalaureate courses.
6. Emblem and I.D:

   a) Regulation school emblem should be centered and worn on the left sleeve. The uniform company will provide this on each uniform ordered.

b) Students should always have their college ID visible, while at the clinical facility when appropriate. College I.D. should always be available on person. Some hospitals issue an additional ID card. This card must be always worn.

7. Equipment:
    a. Personal electronic device for uploading e-books.
    b. Stethoscope.
    c. Wristwatch with second hand.
    d. Pen: black ink and red ink pens with non-erasable ink.
    e. Bandage scissors should be carried in pocket of uniform.
8. Jewelry: The only jewelry permitted with uniform is as follows:
    a. One band ring per hand. No raised stone rings.
    b. No hanging earrings. One pair only of small button earrings for pierced ears.
9. Nail care: Nail length should be of conservative nature (not greater than $1/4$ inch from end of finger). NO artificial nails/gels/dips/enhancements are allowed (to comply with infection policies of health care institutions). Nails should be clean. Clear nail polish only, if desired.
10. Make up shall be conservative in nature. All body tattoos should not be visible when the student is in clinical uniform. NO false eyelashes are to be worn to comply with infection policies of health care institutions.
11. Hair Care: The hair should be worn above the uniform collar. No ornaments are allowed in the hair. Hair color should be conservative.
12. Exception to Uniform Policy:

    a) Students with Religious Observance:
        i.   Modified headpiece
        ii.   Uniform pants
        iii. Uniform top with long push-up sleeves in white

13. Dress Code for NUR 2130, 3110, and Field Experiences (Senior Citizen Centers or Child Care Centers)
    a. Female identifying students may wear slacks, skirts, and blouses. No sneakers, no high heels, no jewelry (except according to policy), no heavy make-up, no ornaments in the hair, no jeans, no tight clothing, no sweat suits.
    b. Male identifying students may wear slacks, shirts, sweaters, and a plain wedding band. No sneakers, no jeans, no chains, no bracelets, no tight pants, no sweatshirts.

Tape Recording of Classes

Tape recording will be allowed at the discretion of the nursing faculty. You should inquire about the use of tape recorders prior to the first-class session of each nursing course. No student tape recorders are allowed on the faculty's desk during class.

Student Participation

Students are strongly encouraged to attend various Program meetings and activities to provide faculty with their views on departmental activities that affect their learning and success. Department activities will be communicated to the students.

Awards are presented at Graduation to students who meet the following requirements:

1. **THE NURSING DEPARTMENT AWARD** – Presented by the Nursing Faculty to the student with the highest academic average in four continuous semesters.

2. **THE AURORA CARIAGA GAMBOA AWARD** – Presented to the student with the second highest academic average in four continuous semesters.

3. **THE HENRY W. WENTZ AWARD** - Presented to the student who has demonstrated overall academic achievement and excellence in Psychiatric/Mental Health Nursing.

4. **THE ALUMNI ACHIEVEMENT AWARD*** - Presented for service to the Nursing Department, the College and Community.

* Although the Nursing Department does not present this award, nursing students are eligible for this award, which is presented by the College Community.

A **Nursing Pinning Ceremony** is held twice a year in January and June for graduating seniors. This activity is student-oriented and supported by faculty.

NCLEX-RN Preparation Program

The Department of Nursing at City Tech is committed to your success in the program, including your readiness to successfully pass the NCLEX-RN® licensure examination on your first attempt. Therefore, all students in the Associate in Applied Science (AAS) Degree program are required to participate in an NCLEX-RN® preparation program throughout the curriculum at the expense of the student. As part of this NCLEX-RN Preparation Program, all NUR 2210 and NUR 2230 students are required to participate in an external NCLEX-RN® Preparation Program Review Course. The purpose of this review course is to support graduating seniors' readiness to take and successfully pass the NCLEX-RN® licensure exam. Dates will be provided at the start of each semester for students enrolled in NUR 2210 & NUR 2230. Attendance and participation in the external NCLEX-RN® Preparation Program Review is required for all NUR 2210 & NUR 2230 students, at the expense of the student.

New York City College of Technology (City Tech) of the City University of New York Department of Nursing - Examination Policy

To optimize the testing environment for all nursing students and to uphold the integrity and security of examinations, the faculty of the Department of Nursing will enforce the following guidelines:

Cheating/Plagiarism/Unfair Advantage
The Department of Nursing at City Tech views cheating, plagiarism, and gaining unfair advantage through access to any examination content as serious offenses. Students suspected of cheating, plagiarizing, or gaining unfair advantage may receive a zero for the assignment or examination and will be subject to further disciplinary action by the College. For more information, refer to the City Tech Policy on Academic Integrity.

Accommodations for Students with Disabilities:
Students with disabilities and/or learning differences are entitled to receive reasonable accommodation to support their learning in the college. Students who are registered with The Center for Student Accessibility are entitled to receive reasonable accommodation. The link to learn more information about The Center for Student Accessibility and CUNY Accommodate is https://www.citytech.cuny.edu/accessibility/.

School Identification and Clinical Apparel:
Students must present appropriate school identification for entry and wear appropriate clinical apparel - green scrubs. Fitted long sleeve shirts worn under your scrub top will be permitted.

Prohibited Items in Testing Areas:
Students are not permitted to access personal items during exams, including but not limited to backpacks, beverage or food containers, books, caps or hats, cell phones, coats/jackets/outerwear with pockets, hoodies/sweatshirts, notebooks, personal scrap paper or other electronic devices. Cell phones must be turned off while in any testing area and should not be on their person.

Student Lateness for an Examination
A student who is late for an examination will be required to complete the examination in the remaining examination period; extra time will not be given. Once a student leaves the examination area, they cannot return. The course faculty will determine exceptions.

Student Absence during an Examination
In the event of an absence from an examination, it is the responsibility of the student to notify the corresponding course faculty within 24 hours via the faculty's City Tech email address. A determination at the faculty's discretion will then be made whether a makeup examination is warranted. Progression to the next examination cannot occur until a missed makeup examination is completed. Makeup examinations must be completed prior to the next unit examination. **Five (5) points will be deducted for makeup unit examinations and ten (10) points will be deducted for the makeup Final Examination-Students may submit an appeal**. A grade of zero (0) will be assigned for any missed makeup examination not taken at the scheduled time.

Review of Exam Weaknesses:
Content areas of weaknesses identified on the exam may be reviewed at faculty's discretion.
Confidentiality and Exam Content
- Test item content and responses are confidential and are not to be discussed with others.

- Sharing of exam content via electronic means (texting) or by verbal exchange is considered cheating and will result in a zero on the exam.
- Exam results will be posted in the Learning Management System within one week for all students across all sections taking the exam.
- Questions regarding the exam content will not be addressed during the exam. At the professor's discretion, specific content may be reviewed but not the actual exam.
- Students are not allowed to use any materials during the exam, including personal scratch paper, notes, personal calculators or other resources.
- Students must ensure that their exam is not visible to others to the best of their ability. Any form of deception or cheating during the examination is unacceptable and may result in exam failure, course failure, and other penalties, including dismissal.

Make-Up Exam Policy
1. **Eligibility**: Students are eligible for a make-up exam only under the following circumstances:
   o Medical emergencies (**documentation may be required).**
   o Family emergencies (**e.g., bereavement, documentation may be required).**
   o Pre-approved academic **commitments (documentation may be required).**

2. **Notification**: Students must notify the instructor as soon as possible, ideally before the exam, if they cannot attend within 24 hours. Failure to provide timely notice may result in denial of the make-up request. Notification must be made to the corresponding faculty's City Tech email address.
3. **Documentation**: Students may be asked to submit official documentation (e.g., a doctor's note, or hospital discharge papers,) to justify their absence (**documentation may be required).**
4. **Scheduling the Make-Up Exam**: Make-up exams must be scheduled within one to two weeks of the original exam date unless special circumstances arise. The instructor will determine the date and time for the make-up exam. Make-Ups for final examinations **may** be given at the start of the following semester which may prevent the students from progressing.
5. **Exam Format**: The format of the make-up exam may differ from the original exam to ensure fairness and uphold academic integrity.
6. **Limitations**: Make-up exams are for **special circumstances only**.

Nursing Testing Procedures
- Students are to use the restroom prior to the exam; bathroom breaks will not be provided during the examination.
- No smartwatches, Bluetooth devices, hats, smart phones/devices, notes, or study materials are allowed on a student's person during testing. NO hoodies/sweatshirts or scarves are permitted. Fitted long sleeve shirts worn under your scrub top will be permitted. All personal items will be stored in a designated area as indicated by faculty. We have limited space; do not bring large items such as bookbags. No food or drink is permitted in the computer lab.

- Students are responsible for bringing a pencil into the testing site. Scrap paper will be provided and collected after your exam.
- Assigned seating may occur, and students should not change their assigned seat.
- Any student having technical difficulties should raise their hand.
- Results will not be posted immediately. At the end of the exam, you either submit and shut down, or the computer will auto-submit after the allotted minutes.
- When you have completed your exam, you are to raise your hand, provide the faculty proctor your scrap paper, log off the exam, and shut down the computer entirely.
- All students, upon faculty instruction, must collect their belongings and completely exit the building immediately after they complete their examination. No student must be in the hallways awaiting their classmates.

These procedures may be amended or changed at the discretion of the course instructor