



NURSING PROGRAM

STUDENT HANDBOOK

FALL 2024 | SPRING 2026

Welcome to the Southern State Community College Nursing Program.

Thank you for choosing a career in nursing. The faculty and I appreciate you selecting our program to prepare you for your entry to nursing practice.

This handbook is prepared to communicate helpful information to assist you to successfully complete the nursing program. Please review the content. If you need clarification, please request assistance from the faculty or staff.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Julianne P. Krebs". The signature is written in a cursive style with a large initial 'J'.

Julianne P. Krebs DNP, RN, NEA-BC
Dean of Health Sciences
Director of Nursing

Mission

The Nursing Programs support the mission of SSCC by providing accessible, affordable, and high quality nursing education. The curriculum prepares graduates to become novice nurse generalists, to continuously improve performance, and adapt to changes within healthcare.

Vision

The Nursing Programs will be a First-Choice Program and collaborate with exemplary universities to support graduates pursuing advanced degrees. Graduates will exhibit safe, efficient, high quality, and contemporary nursing practice. The graduates will aspire to be health care leaders valuing unity, professionalism, quality, compassion, caring, and life-long learning.

Values

The Nursing Programs value unity, professionalism, quality, compassion, caring, and life-long learning.

Philosophy

The nursing faculty and staff of the SSCC Nursing Programs believe:

Nursing is a dynamic interaction between the patient and the nurse designed to promote, maintain, and restore a maximum level of health. Nursing is an art and applied science. It is a creative and continually evolving discipline occurring in a variety of settings. Individuals, families, groups, and communities are served. A specialized knowledge base, intuition, experience, and caring are used to develop clinical judgement needed to provide individualized care.

Learning is a life-long process, building on past knowledge and experience, and adding new information, skills, and behaviors. Learning involves the development of cognitive, affective, and psychomotor skills. The educational experience facilitates the development of communication processes, clinical reasoning, analytical inquiry, creativity, professional behavior and ethical conduct. The faculty function as guides to the learning process.

The curriculum is provided in a sequential manner using the infrastructure of the Ohio Nurse Competency Model. The curriculum uses nursing concepts and a body system approach to provide the content. Competencies in the following areas are progressively established.

- Patient-centered Care
- Leadership & Professionalism
- Evidence-Based Practice
- Quality Improvement & Safety
- Informatics & Technology
- Communication, Teamwork & Collaboration
- Systems-Based Practice

Learning and retention of knowledge requires engagement of the mind and application of the content. The students are responsible for and held accountable to engage in learning. Learners use their current knowledge and lived experience as a foundation to build additional knowledge, skill, and attitudes. Knowledge is personal and based on the experiences and beliefs of the individual. The learner must have the resources including the time and energy needed to obtain the desired learning outcomes.

System-Based Practices	Analyze the internal & external system processes that impact care coordination & transition of care
Informatics & Technology	Use information and communication technologies and informatics processes to deliver safe nursing care
Professionalism	Internalize the formation of a professional identity that is reflective of nursing's characteristics and values
Evidence Based Practice	Integrate best evidence with clinical expertise and patient preferences to provide optimal care
Patient-Centered Care	Demonstrate caring behaviors while providing nursing care with respect for the diversity of each person
Leadership	Demonstrate leadership behaviors in professional situations
Quality Improvement & Safety	Appraise the quality of health care delivery and safety of the clinical environment
Communication, Team Work & Collaboration	Interact effectively with patients and families with nursing and interprofessional teams to foster communication, mutual respect and shared decision-making

6. Students becoming ill during a class / skill lab / sim lab are expected to quietly leave the classroom / skill lab / sim lab setting. The instructor is to be notified following the class.
 - a. If a student becomes ill during an exam, the student's grade will be calculated as submitted. A make-up opportunity is not available.
7. Students becoming ill or injured during clinical are to notify the clinical instructor immediately.
 - a. Patient care will be reassigned.
 - b. Emergent needs of the student will be addressed.
 - c. Students are responsible for fees associated with any healthcare obtained.
 - i. Includes health care needed due to concern over possible personal injury from an accident during clinical practice.
8. If a student arrives unfit or unprepared for any learning experience, the student will be dismissed from the learning experience, and will result in an absence.
9. Dismissal from clinical area due to failure to follow policy will result in an absence.
10. Students are responsible for knowledge related to the content reviewed during the learning experience not attended.
11. The information in the following table identifies actions needed when a student is absent from a learning experience.

Contact instructor prior to learning experience if absent or tardy. Contact the instructor within 48 hours following the absence regarding a make-up opportunity for any missed exam.	Contact instructor prior to learning experience if absent or tardy. Review knowledge and skill. Absence during a session of a skill evaluation will result in the loss of 1 attempt.	Contact instructor prior to learning experience if 6()-6(in)-3(s)3(t)02aiH2 1g	
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- d. Conviction by a court or being found guilty, plea of guilty, or a plea of no contest for substance abuse related offense.
 - c. Screening will be conducted at a "CLIA" certified laboratory with a medical review available. The program dean will notify the students of the sites the students may utilize.
 - i. Screening results from other sources will not be accepted
 - ii. Urine for drug screen or breath for alcohol will be collected and completed per the procedures of the testing laboratory.
 - iii. Drug detection through urine drug screening is determined by the quantity of metabolites present in the urine.
 - a. A dilute specimen is invalid for determining the absence of drugs in the specimen.
 - i. When the dean is notified of a dilute specimen that is negative, the student will be contacted and informed a repeat drug screen is needed within the next 48 hours.
 - ii. The student will be informed to refrain from drinking excessive amounts of fluid prior to the testing.
 - iii. A second "dilute" result will be considered positive.
 - d. Student will be removed from the learning experience until the results of the testing have been assessed when the screening is performed due to cause.
 - e. Screening for cause will be conducted as arranged by the faculty/dean and the contracted entity.
 - i. The testing process defined by the testing site will be followed.
 - f. Results will be verified via a structured review process by the testing agency.
 - g. Refusal to consent to screening or attempts to interfere with the integrity of the test will result in dismissal from the program.
 - h. Results will be provided to the program dean by the testing laboratory via fax, email, or US mail.
 - i. Strict confidentiality will be maintained.
3. A confirmed positive result of a drug or alcohol screening will result in the following:
- a. The medical review officer at the testing agency will review all positive test results
 - b. The student will be referred to the VP of Student Services
 - i. A referral for evaluation and counseling will be completed.
 - ii. The policies of the SSCC Academic Catalog will be followed.
 - c. The student will not be able to fulfill the clinical component of the course content and will receive an "F" for the course.
 - d. If a student holds a professional healthcare licensure (such as respiratory therapy or licensed practical nurse) and has engaged in a clinical experience while impaired with a positive screening identified, the dean will report the happening to the appropriate regulatory agency.
 - e. The student may apply for re-entry to the program following treatment for the substance abuse and a period of 12 months following the exit from the program.
 - i. The criteria of the current program Re-entry Policy must be met.
 - ii. Student must meet all requirements of SSCC and be recognized as a fully re-instated student.
 - iii.

Students have the right to fair hearing when they perceive the policies of the program have been violated. The procedure for grievances and appeals will be followed as described in the SSCC Catalog.

Please note should an appeal be implemented, the student may continue to participate in class and lab components, however, clinical experiences (including preceptorships) will be postponed until the appeal process is resolved.

Established health and safety screening will be completed throughout the program in effort to protect the health and safety of the patients, students, and members of the clinical site. Health and safety standards will be developed by the Nursing Admissions Committee using evidence-based practice and input from the leadership from the clinical sites. Appropriate security measures will be taken.

1. The student must receive a physical examination before

1. The student is responsible for informing faculty about health conditions which may affect their safety and competency in the clinical setting.
2. Faculty may require a doctor's statement regarding the status of a student's health condition before participation in a clinical experience.
3. Fitness for Learning policy will be utilized to address issues related to suspected substance abuse.
4. Students are responsible for fees associated with any healthcare obtained
 - a. Includes health care needed due to concern over possible personal injury from an accident during clinical practice.

Background Check

1. Criminal background check is required for all clinical experiences.

Standardized testing is utilized to improve student outcomes.

1. The Health Education Systems, Inc. (HESI) standardized testing is utilized to:
 - Provide individual student feedback on standardized assessments and opportunities for individualized review
 - Assess long term recall
 - Assess ability to utilize nursing knowledge
 - Evaluate NCLEX readiness
 - Practice use of computerized testing
 - Obtain group reports to use in curriculum evaluation
2. Electronic resources are available for study and remediation.
3. The required assessments that will be utilized for the designated courses are noted below.

- (2) A student shall, in an accurate and timely manner, report to the appropriate practitioner errors in or deviations from the current valid order.
- (3) A student shall not falsify any patient record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports, time records or reports, and other documents related to billing for nursing services.
- (4)

- (25) To the maximum extent feasible, identifiable patient health care information shall not be disclosed by a student unless the patient has consented to the disclosure of identifiable patient health care information. A student shall report individually identifiable patient information without written consent in limited circumstances only and in accordance with an authorized law, rule, or other recognized legal authority.
- (26) For purposes of paragraphs (C)(5), (C)(6), (C)(9), (C)(10), (C)(11) and (C)(12) of this rule, a student shall not use social media, texting, emailing, or other forms of communication with, or about a patient, for non-health care purposes or for purposes other than fulfilling the student's assigned clinical responsibilities.

Additional professional behaviors expected:

- (27) Students will not accept gratuities (tips) from patients.
(a) If the patient or visitor is insistent, contact the instructor.
- (28) Students will not share information regarding SSCC, students, faculty or learning experience happenings outside the learning experience. This includes social media, texting, emailing or any other form of communication.

Any violation of the above items will result in failure of the course and dismissal from the program.

The following is an outline of expected behaviors in the classroom, lab, and clinical.

1. Students are to be prepared to begin class at the time scheduled.
2. Students are to be prepared for the classroom interaction.
 - a. Complete assigned readings
 - b. Complete assignments within specifications and timeline
 - i. Late assignments will be considered for a maximum grade of 80.
3. Complete your own assignments. They are not group projects unless this is indicated by the instructor.
4. Course materials including handouts, PowerPoint presentations and other information are not to be shared with others without the consent of the faculty. Posting of information outside of

- a. Failure to have assignments completed will result in the student being unable to participate in lab activities until the assignment is completed.
3. Students are to have lab supply kits available for each lab session.
4. Questions are to be directed to the faculty member in a professional manner.
5. Students are to demonstrate respect and courtesy for others.
6. Disruptions of lab will not be tolerated. Disruptions may include inappropriate or unprofessional verbal communication, non-verbal actions, or written communication.
 - a. Individuals involved will be immediately dismissed from lab.
 - b. Disciplinary action will be taken up to the level of dismissal from the program.
7. Utilize lab time for self-directed learning to perfect skill and demonstrate skills as required by syllabi.
8. Maintain order of lab environment.
 - a. Equipment and supplies are not to be removed from the lab.
The use of cell phones and electronic devices is at the discretion of the faculty member teaching the course.

1. Students should realize that they may be required to drive to any clinical facility Southern State uses. It is the student's responsibility to provide transportation to clinical sites.
2. Student should be well-rested, and is not permitted to work within eight (8) hours preceding scheduled clinical start time.
3. Report promptly to clinical site.
 - a. Arrive on site at a minimum of 10 minutes before clinical or as directed.
4. Preparation for clinical assignment is to be completed.
5. Accomplish clinical objectives related to assignment.
6. The student is responsible for notifying the instructor of procedures to be performed within his/her patient assignment before the procedure is to be done.
7. Preceptors are utilized at various intervals in the program.
 - a. The student is not to work with any nurse other than the preceptor assigned by the nursing faculty. Should the preceptor not be present for the clinical, the student is to contact the clinical instructor immediately for reassignment.

4. Competency
 - a. Takes on and follows through on tasks without constant supervision

a.

Motor Skills	Physical ability, coordination, dexterity	Gross and fine motor abilities sufficient to perform required functions of patient care; hand-wrist movement, hand-eye coordination, and simple firm grasping required for fine motor-skills and manipulation; fine and gross finger dexterity required in both hands.
Tactile	Use of touch	Normal tactile feeling required. Sensitivity to heat, cold, pain, pressure, wetness, dryness, etc.
Issue	Description	Standard/Physical Requirement
Hearing	Use of auditory sense	Ability to hear and interpret voices and correctly interpret what is heard; i.e., physicians' orders whether verbal or over telephone, patient concerns, physical assessment (especially heart and other body sounds), fire and equipment alarms, etc. Must immediately comprehend and respond to auditory instructions or requests.
Visual	Use of sight	Acute visual skills necessary to detect signs and symptoms, body language of patients, color of wounds and drainage, and possible infections anywhere. Interpret written word accurately, read characters and identify colors on the computer screen. Must have clarity of vision up to 20 feet.
Behavioral	Emotional and mental stability	Functions effectively under stress; flexible, concern for others; able to provide safe patient care and work in environment with multiple interruptions and noises, distractions, and unexpected patient d/.

4. Students entering the Nursing Program do so with the understanding that they must be able to perform the essential technical requirements and meet the standards described for the program with or without reasonable accommodation.
 - a. The College reserves the right to review information and documentation to determine whether an accommodation request is reasonable and whether a student is capable of performing the essential technical requirements and meeting the standards described for the program.

Students will present in a professional manner with the required uniform of the SSCC Nursing Program.

1. Uniforms are required for all clinical practice assignments, including clinical, labs, simulation,

Fourth Semester - 14 credit hrs.										
NRSG 2500	Nursing Concepts III: Acute and Chronic Conditions	5	3	37.5	0.47	17.63	1.53	57.38		5
NRSG 2700	Concepts of Child Nursing Care	3	2.03	25.38	0.090	3.38	0.88	33		3
ENGL 1102	English Composition II	3	3						3	
SOCI 1170	Introduction to Sociology	3	3						3	

Fifth Semester