

DVD-R/RW Drive
USB ports (at least 2)
WiFi wireless networking on laptops
Sound card, and speakers or headphones

Operating System:

Because Windows 7 is the most widely supported operating system, it is currently recommended.

Suggested Software Recommendation:

Office suite
Antivirus (Microsoft Security Essentials recommended)
Updated Java and Flash
Firefox/Internet explorer browser
A media player

Apple Macintosh Computers:

Mac computer with an Intel processor, Mac OS X 10.5.6 Leopard or later

Student Disability Policy

Research College of Nursing complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Research College of Nursing strives to help students with disabilities to participate equally in our educational programs and activities. A student is eligible for services if they are:

1. considered a person with a disability,
2. identify themselves to the College,
3. submit documented diagnosis of the disability and need for reasonable accommodations.

The student is expected to notify the College as soon as any disability is diagnosed that will require an accommodation. However, if a student does not report information about a known disability before the beginning of class, the College is not responsible to make retroactive changes in any grades or clinical evaluations associated in the course.

The Dean of Nursing will review the documentation and in consultation with the student and appropriate professionals develop recommendations for any needed accommodations. These recommendations will be provided to the appropriate faculty. Faculty are expected to maintain the same standards and course objectives as with any Research College student.

Examples of reasonable accommodations that Research College of Nursing will make are: large print copies of classroom handouts, special testing format such as untimed or verbal, flexible assignment deadlines and allowing the student to audio record lectures.

Any questions about this policy, requirements for documentation or accommodations should be directed to the Dean of Nursing.

Student Illness, Injury or Exposure during Clinical/Classroom Experiences Policy and Procedure

Health Insurance

Students should be aware that if they become ill, injured or exposed to blood or body fluids during a clinical/classroom experience, they must seek appropriate medical care at a health care facility. Traditional B.S.N. students are required to enroll in the Rockhurst University health plan or provide evidence of an appropriate hard waiver. Insurance for Accelerated B.S.N. students is optional; however students may enroll in a health insurance plan through Rockhurst. Accelerated B.S.N. and graduate students who do not choose to carry health insurance must sign a waiver indicating that they assume responsibility for all costs of medical

treatment due to illness or injury. All students must be aware that if illness or injury occurs during a clinical or classroom experience, they may be required to seek appropriate medical care at a health care facility and assume the cost of any required testing or treatment. Proof of insurance or a waiver must be documented annually.

Student Injury during Academic Experiences

If an injury occurs during an academic experience (e.g. laboratory experiences in the Learning Resource Center, Seelos Center, or clinical experiences at Research Medical Center or elsewhere) the clinical faculty or preceptor should be notified immediately. An incident report should be made out according to the agency policy (if applicable), and an RCN Student Injury/Exposure Report form should be completed and faxed as soon as possible to the RCN Office of Registrar. All faxes are handled confidentially. Information should be concise but complete relative to the injury or illness. Students will be referred to the Emergency Department if the situation requires immediate attention, or to their personal health care provider for treatment if needed. If a student defers treatment following an injury this should be noted on the form.

Blood or Body Fluid Exposure during Clinical Experiences

To assure adequate follow-up, nursing students sustaining an accidental percutaneous-puncture wound and/or mucous membrane exposure to blood or body fluids shall comply with the following guidelines:

Immediate treatment must be carried out.

A. Stop the current activity

B. Thoroughly clean the wound with soap and water.

C. Flush mucous membranes with large amount of water.

D. Report the occurrence immediately to faculty or preceptor so that evaluation of risk and need for treatment can occur promptly.

Blood or Body Fluid Exposure at RMC or Brookside Campus

After the student has reported the exposure to the appropriate faculty/preceptor, the student will complete the Exposure to Blood/Body Fluids Report. The Exposure Packet can be obtained from Employee Health (Monday-Friday 8-4:30) or from the House Supervisor on nights and weekends. The Report form must have "Research College of Nursing Student" noted at the top in order to track the occurrence. All completed information should be returned to Employee Health as soon as possible. The Client Requisition for Employee Health must be taken to the lab so that the source patient can be tested. Faculty should notify Employee Health via email or voicemail that the occurrence took place. An RCN Student Injury/Exposure Report form should also be completed and faxed to the RCN Office of Registrar. All material will be treated as confidential.

Research Medical Center will assume the cost of source blood testing. If baseline and/or follow up testing is required, students should contact their personal health care provider within 72 hours of the event. The emergency department should be used only when the source is known to be HIV positive or active Hepatitis B as prophylaxis should begin within hours of exposure.

The student is responsible for the cost of all follow-up testing and/or treatment. If the student defers the recommended testing procedures and/or treatment this should be noted on the form and signed by the student.

Blood or Body Fluid Exposure at Facilities Other than Research Medical Center and Brookside Campus

Following exposure to blood or body fluids, the policy for that agency should be followed. The clinical instructor must be notified of the incident immediately or as soon as feasible. An incident report should be made out according to the agency policy. An RCN Student Injury/Exposure Report form should also be completed and faxed to the RCN Office of Registrar.

The student should follow the clinical agency policy for students regarding treatment. If baseline and/or follow up testing are required, students should contact their personal health care provider within 72 hours of the event. The emergency department should be used only when the source is known to be HIV positive or active Hepatitis B as prophylaxis should begin within hours of exposure.

The student is responsible for the cost of all follow-up testing and/or treatment. If the student defers the recommended testing procedures and/or treatment this should be noted on the form and signed by the student.

If the exposure occurs in a facility with no policy regarding exposures, the student should follow-up with their personal health care provider within 72 hrs of the event. If exposed to a known or suspected HIV or active Hepatitis B source patient, the student should be sent to the nearest ED immediately as prophylaxis should begin within hours of exposure.

The College of Nursing supports the principle of confidentiality and individual rights in conjunction with CDC guidelines on exposure to blood borne pathogens.

Student Right-to-Know and Jeanne Clery Campus Security Act

This Act defines the responsibilities of Research College of Nursing for collecting relevant crime statistics, establishing appropriate security policies and making this information available to current and prospective students through publication and distribution. Persons interested in this information may inquire at the Rockhurst Office of Admission and Financial Aid and the Research College of Nursing Student Affairs Office.

Temporary Conditions that may Affect Student Performance

Students must be mentally and physically able, with or without reasonable accommodation, to meet the classroom objectives and function safely in the clinical area. Students must notify their faculty when health problems or medications may affect classroom or clinical performance, intellectually or physically. Students may need to withdraw from nursing courses in order to give themselves time to receive treatment and improve their mental or physical health. Students may be required to provide evidence from their healthcare provider that the challenges of classroom and clinical laboratory experience will not negatively affect the students' health. Faculty are responsible to judge students' performance to provide safe patient care.

Students may be dismissed or temporarily suspended from the College of Nursing if they do not notify faculty of their health problems which may affect patient safety. Students may also be dismissed or suspended if, in the faculty member's judgment, they are not able to provide safe patient care.

No specific program policies exist concerning pregnancy in regard to admission, retention or return to class following delivery. Students are expected to meet the regular expectations for class and clinical attendance and for the completion of all requirements in course theory and clinical experiences. Research College of Nursing recommends that pregnant students inform their instructors of their pregnancy as soon as it is known as some clinical areas may be unsafe for the developing embryo or fetus.

Undergraduate Blood Administration Policy

1. Students may not administer blood or blood products.
2. Students may not monitor the patient within the first fifteen minutes of blood/blood product administration.

Undergraduate Medication Administration Policy (revised 12/98)

3. The policy of each clinical site must be followed at all times when administering any medication.
4. Students are responsible for knowing classification, mechanism of action, route, dose, side effects and nursing implications of every medication administered.
5. Medications, EXCEPT IV DRUGS, will be administered and prepared at the discretion of the faculty or designated clinical resource person.
6. Preparation and administration of all intravenous medications/infusions must be done under the supervision of faculty. The faculty member may use discretion and designate a clinical resource person to supervise the preparation and administration of intravenous medications/infusions with a student(s).