LOURDES UNIVERSITY

College of Nursing and Social Sciences

# Nurse Anesthesia Program
# Student Handbook
2025-2026

Dear DNP Nurse Anesthesia Program Student

Welcome to the Lourdes University Doctorate in Nursing Practice Nurse Anesthesia Program (DNP-NAP). Congratulations on beginning your journey to become a Certified Registered Nurse Anesthetist (CRNA).

The Nurse Anesthesia Program Student Handbook serves as your guide and reference for all DNP Nurse Anesthesia Program policies and procedures. You are required to read and adhere to all policies and procedures contained in the following:
Lourdes University Student Handbook https://lourdes.edu/student-handbook/
Lourdes Academic Catalog https://lourdes.edu/academic-calendar-catalog-schedules-and-forms/.

On behalf of the DNP Nurse Anesthesia Program faculty, Lourdes University and the Franciscan tradition, we wish you all the best as we begin this journey together.

Angella Ruley, DNP, CRNA, NP-C
Nurse Anesthesia Program Director

Sheila Williamson, DNP, CRNA
Nurse Anesthesia Program Assistant Director

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# LOURDES UNIVERSITY DNP-NAP DIRECTORY

| Last Name | First Name | Credentials | Title | Room # | Ext |
|---|---|---|---|---|---|
| Ruley | Angella | DNP, CRNA, NP | Program Director | SCH 233 | 419-517-8956 |
| Williamson | Sheila | DNP, CRNA | Assistant Program Director | SCH 240 | 419-824-3738 |
| Nash | Jamie | DNP, MS, CRNA | Instructor | SCH 232 | 419-517-8429 |
| Beauchamp | Colleen | MS, RPH, CRNA | Instructor | SCH 229 | 419-517-8427 |
| Brown | Howard | DNP, MSN, CRNA | Instructor | SCH 230 | 419- 824-3775 |
| Curley | Jami | Ph.D., M.S.W. | Dean of College of Nursing and Social Sciences | SCH 252 | 419-824-3708 |

# LOURDES UNIVERSITY DIRECTORY

| | Office | Phone Number |
|---|---|---|
| Academic Success Center | DEH 105 | 419-824-3748 |
| Accessibility Services | DEH 105 | 419-824-3523 |
| Campus Ministry | Campus Ministry House | 419-824-3703 |
| Career Services | MAH 122 | 419-824-3711 |
| Counseling Services | Canticle Center | 419-882-4529<br>419-349-7563 |
| Dun Scotus Library | SCH 147 | 419-824-3761 |
| Financial Aid | SCH 145 | 419-824-3545 |
| Graduate Admissions | Welcome Center (Alumni House) | 419-517-8908 |
| Information Technology | SCH 142 | 419-824-3807 |
| Registrar | SCH 139 | 419-517-7449 |
| Public Safety | MAH 121 | *411 on campus 419-574-3861 |
| Student Accounts Office | MAH 128B | 419-824-3714 |
| Welcome Center | REH Lobby | 419-885-3211 |

Lourdes University: 6832 Convent Boulevard, Sylvania, OH 43560

Canticle Center: 5335 Silica Drive, Sylvania, OH 43560

Lourdes Commons: 6557 Brint Road, Sylvania, OH 43560

Website: www.lourdes.edu

# INTRODUCTION

Lourdes University and the College of Nursing and Social Sciences are accountable to the public for the quality of professional nurses who graduate from our Doctor of Nursing Practice (DNP) Nurse Anesthesia Program. Lourdes University and the College of Nursing and Social Sciences have the right and responsibility to establish standards of admission, retention, progression, dismissal, and graduation in accordance with its philosophy and program objectives in order to protect the integrity of the educational program. Nurse anesthesia students have the right to an educational environment where each student is supported and given the opportunity to develop the essential cognitive, psychomotor and psychosocial skills necessary to become a competent CRNA.

**The nurse anesthesia student is responsible for becoming familiar with published policies and procedures of Lourdes University as published in the Lourdes Academic Catalog, the College of Nursing and Social Sciences and the Nurse Anesthesia Program. Signed written confirmation of review of the material in the Lourdes DNP-NAP Handbook will be completed at the time of enrollment and in the event of any changes.**

*This handbook is published for informational purposes only. It creates no contract rights for either students or staff. All questions concerning the application of any stated policy to an individual must be referred to the appropriate University officials for final determination*.

## COLLEGE OF NURSING AND SOCIAL SCIENCES

### MISSION

To prepare undergraduate and graduate nursing students in an individualized educational environment that incorporates quality nursing practice, critical thinking, leadership, diversity, and Christian ethics. Both the undergraduate and graduate programs prepare professional nurses to continuously improve quality and safety in healthcare delivery systems and exemplify holism, ethics, respect for diversity, community service, and Franciscan values. Emphasis is placed on nursing theory, research, and practice to facilitate personal and professional development in an environment that encourages lifelong learning.

### VISION

Achieve national recognition for the continuous development of individuals and education that impacts the practice of nursing and patient outcomes.

### PHILOSOPHY

The faculty believes health is the dynamic state of physical, emotional, and spiritual well-being that is defined in the context of personal values and culture.

The faculty believes nursing is a scientific and caring profession, which utilizes the most current evidence in diagnosis and treatment to optimize health, reduce risk, and promote wellness.

The faculty believes learning results in an increase in self-understanding and discovery of knowledge, values, and skills. Learning occurs in a supportive environment through a collaborative partnership that requires active involvement on the part of a student/learner and educator/facilitator.

The faculty believes that baccalaureate nursing education builds on a liberal arts education to prepare generalists to practice value-based nursing within the community, fulfill leadership roles and provide evidenced based nursing care. Masters nursing education builds upon the baccalaureate curriculum to prepare graduates for advanced nursing roles by promoting the development of advanced knowledge, concepts and skills. Doctorate nursing education builds upon the masters and baccalaureate curriculum to prepare graduates for advanced nursing roles by promoting the development of advanced knowledge, concepts and skills.

### LICENSURE AND ACCREDITATION

Lourdes University has been granted Certificate of Authorization by the State of Ohio through the Ohio Board of Regents for a Doctor of Nursing Practice with specialization in Nurse Anesthesia.

The U.S. Department of Education recognizes the North Central Association of Colleges and Schools, The Higher Learning Commission, as a regional accrediting agency. The scope of recognition of this agency includes accreditation and pre-accreditation of degree granting institutions of higher learning in the State of Ohio. Lourdes University, Sylvania, Ohio is accredited by the North Central Association of Colleges and Schools to grant and a Doctor of Nursing Practice with specialization in Nurse Anesthesia.

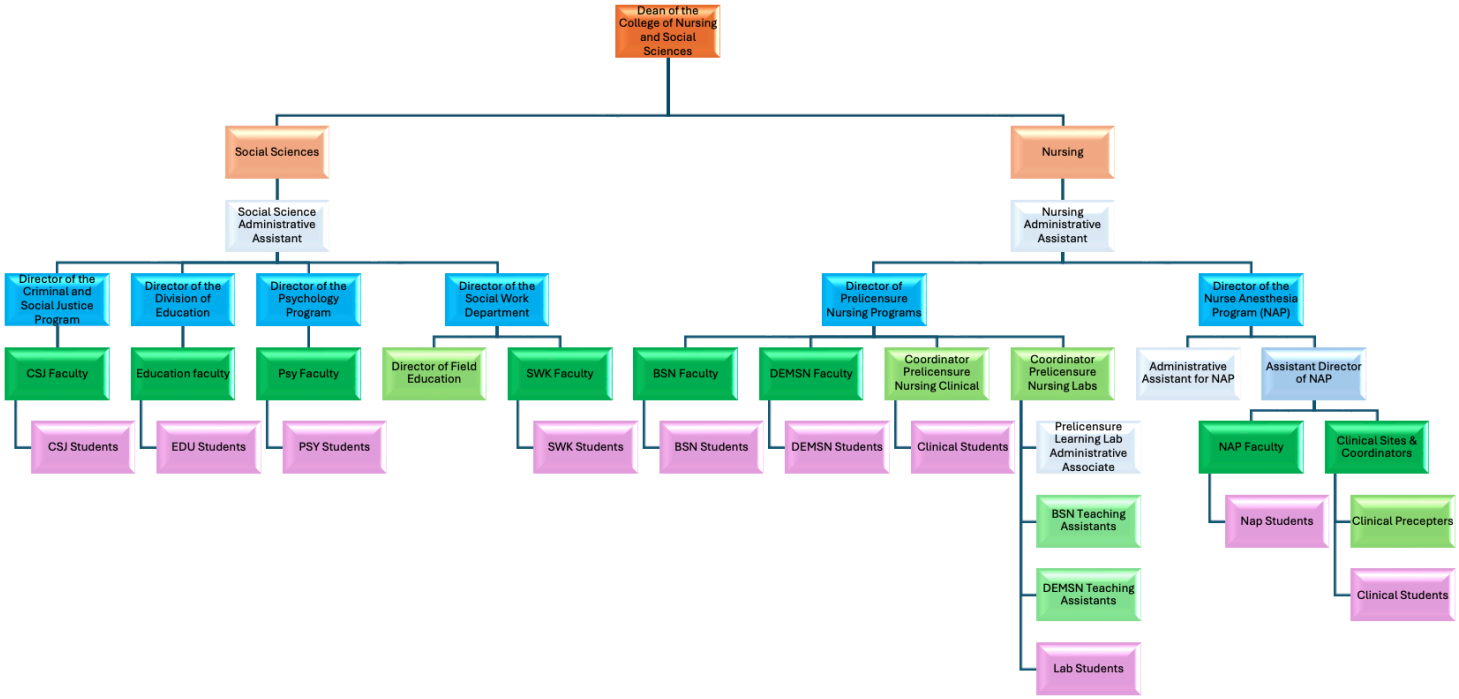
The Lourdes University's DNP Nurse Anesthesia Program is accredited by the Council on Accreditation of Nurse Anesthesia Programs (COA). The program's next review by the COA is scheduled for May 2026. Visit the http://coacrna.org website.

Students may contact the COA directly at 224-275-9130 or via 10275 W. Higgins Rd., Suite 906 Rosemont, IL 60018-5603

# Lourdes University
# College of Nursing and Social Sciences

## Organizational Chart

College of Nursing and Social Sciences Organizational Chart



# The Lourdes Doctorate in Nursing Practice - Nurse Anesthesia Program (DNP-NAP)

## MISSION

The DNP-NAP seeks to provide the highest quality education program that prepares nurse anesthetists for service within the realms of clinical practice, education, leadership and research.

## PHILOSOPHY

We believe that each student brings a unique background of knowledge, skills and ability to the Lourdes DNP-NAP and that nurse anesthesia students are highly motivated, intellectually curious and intensely committed to achieving their goal to become a nurse anesthetist. Our program is designed for nurses who have significant knowledge, skills and experience in independent clinical judgment and decision-making, advanced psychomotor skills, and expertise in interpreting advanced physiologic monitoring. Of equal importance, Lourdes nurse anesthesia students must possess superior collaboration and communication skills, demonstrated leadership ability, a strong commitment to diversity and a holistic nursing philosophy. We are committed to support and guide our students in their individual journey toward achievement of the intellectual, psychomotor and affective skills required for competent clinical practice as a CRNA.

We believe that both students and faculty share a mutual goal of creating clinically competent graduates and the fulfillment of this goal is a shared responsibility. Faculty will provide learning resources, clinical expertise and a standard for professionalism while students are expected to demonstrate motivation, self-direction, accountability and professionalism in accomplishing the terminal objectives of the program. Learning the art and science of nurse anesthesia requires integration of the didactic and clinical environment, building from simple science to the complex specialty practice. Consistent with the Franciscan tradition, our graduates will provide unbiased and individualized anesthesia care to diverse populations in a holistic manner. As CRNAs, they will be clinically competent in all settings, delivering all types of anesthesia for all types of procedures.

As Faculty, we seek to promote responsibility to the profession of nurse anesthesia. We accomplish this by encouraging students to support the mission of the American Association of Nurse Anesthetists (AANA) which is to advance patient safety, practice excellence and the profession of nurse anesthesia. Students are required to join the AANA as student members and encouraged to attend AANA meetings and stay current with AANA publications.

## PROGRAM DESIGN

The DNP-NAP at Lourdes University is 36 months of continuous coursework, including didactic and clinical practicum. The program consists of nine semesters including summer, with an additional week for final exams. Clinical practicum is scheduled to provide the maximum opportunity to meet the case requirements required by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) and does not follow the academic calendar of the University. All students are enrolled full-time; there is not a part-time student option.

The DNP-NAP curriculum is designed to emphasize didactic instruction in the first four semesters, with progressive clinical experiences, and to emphasize clinical instruction in the remaining five semesters with integrated didactic coursework. Students are introduced into the clinical setting during their third semester and transition to their assigned clinical practicum rotations throughout the remainder of the program.

## DNP-NAP ADMISSION REQUIREMENTS AND PROCESS

Applicants seeking admission to the program must initially meet the admission requirements of the Lourdes University Graduate Admissions and the DNP-NAP. The Program enrolls only students who, by academic and experiential achievement are of the quality appropriate for the profession and who have the ability to benefit from their education. The Lourdes University DNP-NAP admission process does not discriminate on the basis of race, color, religion, age, gender, national origin, marital status, disability, sexual orientation or any factor protected by law.

### DNP-NAP Admission Requirements

- Graduation from a nationally accredited nursing program with a baccalaureate degree in nursing. Degrees must be completed and final transcripts submitted prior to the application deadline.
- Cumulative GPA of 3.0 or higher on a 4.0 scale. An official college transcript from **each** college/university attended must be submitted directly to graduate admissions from the institution of origin.
- Courses in Anatomy & Physiology, Inorganic and Organic Chemistry with a 3.0 or above in these courses. * For repeated courses the highest grade earned will be used in the GPA calculation. For applicants with multiple post-secondary education experiences the achievement in the nursing degree will be considered first. Achievement in the most current 120 semester credit hours will be considered second.
- Current, unrestricted licensure as a registered nurse in any state. (Ohio licensure is required prior to starting the program. A copy of all nursing licenses in any state must be provided with the application.
- Current full-time position (36 hours or more per week), providing direct patient care in a critical care unit. Candidates must have a minimum of 1 year as a Registered Nurse (RN) in a critical care area. If admitted to the DNP-NAP program, candidates must remain employed in their critical care area, providing direct patient care until 4 weeks prior to matriculation into the program. Critical care areas include SICU, MICU, CICU, NICU, Neuro ICU and ER. ER experience will be individually considered by the program based on the acuity/intensity of the ER. Clinical experience must demonstrate independent decision making, ventilator experience, use of vasoactive drugs, advanced psychomotor skills, ability to interpret advanced monitoring modalities and superior collaboration and communication skills.
- Current American Heart Association Basic Life Support (BLS) certification *
- Current American Heart Association Advanced Cardiac Life Support (ACLS) certification *
- Current American Heart Association Pediatric Advanced Life Support (PALS) certification *
  *Certification must be maintained throughout the program.
- CCRN critical care certification with score achieved.
- Three letters of recommendation utilizing the Lourdes University recommender form from the following:
  - A current peer who works with the candidate
  - An immediate supervisor or someone who evaluates the candidate in the workplace.
  - A physician, a Physician Assistant or a Nurse Practitioner the applicant has worked closely with in critical care.

- A completed Lourdes Shadow Form demonstrating a minimum shadowing experience of 1-2 days (8-16 hours) with a CRNA or anesthesiologist. Additional shadowing is preferred and recommended prior to interviewing with the program.
- Current Curriculum Vitae (CV)

**DNP-NAP Admission Process**

- Applicants are required to submit a completed application and a non-refundable application fee ($50.00). The application deadline for the 2026 incoming class is March 15, 2026.
- Candidates must successfully complete the interview process (by invitation only) including objective testing on the day of interview. Interviews will take place in April 2026. Due to the very competitive nature of the admissions process, applicants should understand that meeting minimum standards does not guarantee admission. All completed applications will be screened and the most qualified candidates will be selected to participate in the interview process. Invitations to interview will be sent via email. Candidates not selected for interviews be notified by email.
- A background check, health and drug screening are required prior to beginning the program.
- Candidates previously enrolled in a NAP program will be considered on a case-by-case basis. Documentation from the previous NAP Administrator is required. If accepted, candidates will be required to repeat the entire program. No advanced standing is accepted.
- A candidate may re-apply for the NAP one time. The candidate will be required to re-apply through the graduate admissions department. Candidates may request the reuse of documents on file if they are current such as recommendations completed in the last year, current BLS, ACLS and PALS or transcripts when no additional coursework has been completed.
- All candidates will receive an admission decision via email.
- Successful candidates must sign an "Intent to Enroll" form and remit a non-refundable deposit is required to reserve a place in the program. This deposit will be applied to the student account once enrolled in the program.

TUITION AND EXPENSES

The current graduate tuition rate for the DNP NAP can be found in the University Academic Catalog and is subject to change. Estimated additional expenses include, but are not limited to:

| | | | | |
|---|---|---|---|---|
| Non-Refundable seat reservation Deposit (applied to matriculated first semester tuition) | $2,000 | | Precordial/ Esophageal Stethoscope Ear Mold | $150 |
| Criminal Background Check | $65 | | Professional Conferences OSANA/MANA (approximate) - ANNA | $3,500 |

| | | | | |
|---|---|---|---|---|
| AANA Association Membership | $300 | | NAP Conference, annual (mandatory) | $50 |
| Professional Liability Insurance | $750 for program | | CCRN Certification Renewal (optional) | $280 |
| Health/Professional Requirements | $1,000 | | Self-evaluation Exam (SEE) | $285/exam |
| Medatrax Case Record System | $270 for program | | Graduation Fee/Academic Regalia | $130/$55.50 |
| Textbooks | $3,500 | | National Certification Exam (NCE) | $1,125 |
| Lourdes Parking Permit (per semester) | $50 | | Health Insurance (per year/waivable) | $3,850 |
| PALS/ACLS/BLS Recertification | $417 | | | |

DNP-NAP CURRICULUM SEQUENCE

A prerequisite for entering the DNP-NAP is successful completion (3.0 or better) of a doctorate level statistics course (3 credit), a scholarly scientific writing course (3 credit) and a Theory and Philosophy for Advanced Practice Nursing (3 credit). These courses are offered to students by Lourdes University prior to matriculation into the DNP-NAP.

The DNP Nurse Anesthesia Program length is 36-months or nine (9) consecutive semesters of continuous full-time study. The DNP NAP Nurse Anesthesia Program first four semesters consist primarily of didactic learning. Students will begin their orientation to clinical practicum during the last seven weeks of the third semester. During semester two and three the didactic and clinical components are integrated to offer the student application of theory into practice. Clinical commitment is increased each semester and didactic instruction continues throughout the program.

## NURSE ANESTHESIA PROGRAM (NAP) PLAN OF STUDY

| | |
|---|---|
| **Summer Year 1** | |
| NUR 711 Scientific Foundations for Anesthesia | 3 |
| NUR 720 Translational Research for Advanced Practice (DNP Core Course) | 3 |
| NUR 735 Epidemiology (DNP) | 3 |
| NUR 745 Leadership and Economic Concepts for Advanced Nursing (DNP Core Course) | 3 |
| **Fall Year 1** | |
| NUR 707 Advanced Pharmacology for APRNs | 4 |
| NUR 712 Advanced Human Anatomy | 3 |
| NUR 718 Advanced Physiology and Patho Across the Lifespan I | 3 |
| NUR 721 Principles for DNP Anesthesia I | 3 |
| NUR 723 Foundational Princ. of Quality Improv. and Data Mgt for Leading Chge. (DNP Core Co | 3 |
| **Spring Year 1** | |
| NUR 708 Advanced Pharmacology for Anesthesia | 4 |
| NUR 713 Advanced Health Assessment & Diagnostic Reasoning | 3 |
| NUR 719 Advanced Physiology and Path Across the Lifespan II | 3 |
| NUR 726 DNP Anesthesia Residency I | 2 |
| NUR 729 Principles for DNP Anesthesia II | 3 |
| **Summer Year 2** | |
| NUR 730 Advocacy and Social Policy (DNP Core Course) | 3 |
| NUR 736 DNP Anesthesia Residency II | 3 |
| NUR 738 Population Health for Advanced Nursing (DNP Core Course) | 3 |
| NUR 739 Principles for DNP Anesthesia III | 5 |
| **Fall Year 2** | |
| NUR 744 Regional Anesthesia and Pain Management | 4 |
| NUR 746 DNP Anesthesia Residency III | 3 |
| NUR 749 Principles for DNP Anesthesia IV | 3 |
| NUR 750 DNP-NAP Project 1 - Problem Identification and Literature Review (DNP Core Course | 3 |
| **Spring Year 2** | |
| NUR 754 DNP-NAP Project 2 - Project Planning (DNP Core Course) | 2 |
| NUR 756 DNP Anesthesia Residency IV | 4 |
| **Summer Year 3** | |
| NUR 755 DNP-NAP Project 3 - Implementation (DNP Core Course) | 2 |
| NUR 766 DNP Anesthesia Residency V | 4 |
| **Fall Year 3** | |
| NUR 760 Translational Research Projects (DNP Core Course) | 3 |
| NUR 763 Synthesis of Critical Anesthesia Concepts | 2 |
| NUR 768 DNP Anesthesia Residency VI | 4 |
| **Spring Year 3** | |
| NUR 764 Synthesis of Critical Anesthesia Concepts | 2 |
| NUR 770 DNP Anesthesia Residency VII | 4 |
| Total Credits | 97 |

*Course is under development

## OUTCOME MEASURES

### DNP Student Learning Outcomes

The student will:

1. Display a professional commitment to the Franciscan values of community, learning, reverence, and service when leading care of diverse populations in the advanced practice nursing role.
2. Utilize interdisciplinary sciences to establish professional standards that provide safe, effective, efficient evidence-based care in an advanced practice nursing role.
3. Apply evidence-based knowledge in the design and use of theoretical and technological systems to manage individual and aggregate level information to improve and transform healthcare.
4. Employ communication, leadership, and cultural principles to collaborate with multidisciplinary teams in the provision of quality and safety initiatives to improve outcomes at the individual and systems level.
5. Utilize epidemiology to translate evidence-based practice models to improve individual aggregate and population health.
6. Synthesize, evaluate, and discuss impact of ethical, political, economic, legal and more issues as related to healthcare in society. *

*Adapted from the American Association of Colleges of Nursing (2006). *The Essentials of Doctoral Education for Advanced Nursing Practice* available at http://www.aacnnursing.org/Portals/42/Publications/DNPEssentials.pdf

### DNP-NAP Student Learning Outcomes

The student will:

1. Apply scientific knowledge and psychomotor ability while providing anesthesia care.
2. Demonstrate safety and vigilance to protect the patient from harm.
3. Provide respectful, individualized and holistic anesthesia care to patients and families.
4. Demonstrate effective interpersonal, leadership and communication skills.
5. Demonstrate professionalism, integrity, accountability and responsibility in the advanced practice role of the nurse anesthetist.
6. Utilize critical thinking and ethically sound decision-making to impact patient care.

### Program Outcome Measures

1. Ensure 100% of the students successfully complete the program, with a minimum rate of 92%.
2. Establish the benchmark for first time pass rates of the National Certification Examination to be 100% with a minimum pass rate of 92% as acceptable.
3. Produce graduates who reflect Franciscan values and best practices related to the advanced role of nurse anesthesia.
4. Produce graduates who are committed to the advancement of nursing scholarship as evidenced by professional publication and presentations.
5. Document that 90% of graduates are satisfied with the DNP Nurse Anesthesia program of study.

## CURRICULUM STANDARDS

**POLICY:** The Lourdes DNP-NAP adopts the following curriculum standards:

1. The grading scale of the Nurse Anesthesia Program is as follows:

| | | | |
|---|---|---|---|
| ≥93.0 | A | ≥77.0 | C+ |
| ≥90.0 | A- | ≥73.0 | C |
| ≥87.0 | B+ | ≥70.0 | D |
| ≥83.0 | B | <70.0 | F |
| ≥80.0 | B- | | |

   Numeric grades are calculated to the tenth place and rounded to the next higher number if five or above. For the courses that use satisfactory or unsatisfactory the parameters for each are determined by the individual instructor.
2. Theory, laboratory, and clinical practicum courses within the DNP Nurse Anesthesia Program are numbered at the 600/700 level or higher; both the theory and laboratory portions of the course must be taken simultaneously and passed together. Theoretical foundations presented in the classroom portion of the course are the basis for practice in the learning laboratory and clinical practicum setting.
3. The DNP Nurse Anesthesia Program curriculum is designed to follow a specific sequence of integrated didactic and clinical instruction. The curriculum is structured so that courses build on the student's knowledge and skill and progress from simple to complex.
4. Clinical practicum experiences are graded on a pass/fail basis to assure safe practice. There are specific clinical practicum /laboratory objectives each student must successfully complete to pass the course. Assignments for clinical experiences will vary among courses. All clinical/laboratory experiences reflect the clinical objectives of the course.
5. Each student will meet with the assigned Nurse Anesthesia Program Administrator for end of semester evaluations. Midterm evaluations may be done with the Nurse Anesthesia Program Administration either in person or virtually. Any student, who is on an action plan or probation, must have their evaluations, both mid and end of semester, in person. The purpose of each session is assessment of the student's didactic and clinical practicum progress. Additional evaluation meetings may be scheduled if necessary. All evaluation meetings will be documented. Faculty are accessible for student meetings during normal office hours (by appointment is preferred).
6. Students are expected to attend all classes. Each course syllabus identifies requirements for attendance. It is the student's responsibility to be aware of and to follow each course's attendance policy.
7. Business casual attire is worn in the classroom. Business casual excludes denim, t-shirts, halter tops, shorts, sweatpants, or cargo pants. Business attire is worn at all conferences.
8. Only CRNA and anesthesiologist faculty may teach clinical anesthesia content. Faculty utilize a variety of teaching strategies. As content experts, course faculty select teaching methods that are most appropriate for students to achieve the learning outcomes. Teaching methods are identified in each course syllabus.
9. The Nurse Anesthesia Program requires a minimum of one scholarly paper. The paper is graded for content as well as format. The most recent edition of the American Psychological Association (APA) publication style is utilized for papers in the DNP Program.

10. The Nurse Anesthesia Program requires a minimum of one scientific presentation. Guidelines for presentation style are provided in the syllabus.
11. Each didactic course specific to the Nurse Anesthesia Program includes a minimum of three written examinations structured to be consistent with the format of the National Certification Examination for certification as a registered nurse anesthetist. The exam may or may not be comprehensive.
12. The Council on Certification and Recertification of Nurse Anesthetists (NBCRNA)'s comprehensive standardized test known as the Self-Evaluations Examination (SEE) is required to be completed prior to graduation. The purpose of this test is to provide individual feedback to the students as to their strengths and areas for improvement, to identify where they rank in the national test pool, and to provide the faculty with evaluative feedback for the curriculum. DNP students are required to complete the SEE in semesters eight or nine.

## PROGRAM EVALUATION

1. The Council on Certification and Recertification of Nurse Anesthetists (NBCRNA) administers a comprehensive standardized test known as the Self-Evaluations Examination (SEE) Students are required to complete this test prior to graduation, generally in Semesters eight or nine. The purpose of this test is to provide individual feedback to the student as to their strengths and areas for improvement, to identify where they rank in the national test pool, and to provide the faculty with evaluative feedback for the curriculum.
2. At the end of each semester, all students are strongly encouraged to participate in the course evaluations. Graduate Admissions receives aggregate results and distributes them to each faculty with copies sent to the DNP-NAP Director (NAPD) or designee. This information is used for continuous program improvement.
3. At the end of each semester, all students are strongly encouraged to participate in clinical faculty evaluations using the Nurse Anesthesia Clinical Faculty Evaluation Form. The summative results of the Clinical Faculty Evaluation Forms are provided to the NAPD and the Dean of the College of Nursing and Social Sciences. These results are then shared with the Nurse Anesthesia Program Council and the clinical affiliate faculty.
4. Clinical affiliation sites are evaluated by the student after each semester using the Nurse Anesthesia Clinical Evaluation Form. These forms are submitted to the NAPD or Assistant Program Director (ANAPD). Clinical affiliate sites are also evaluated by the NAPD or ANAPD at least annually using the Clinical Affiliate Annual Review Form. The results of these two clinical evaluations are submitted to the Nurse Anesthesia Program Council and the Dean of the College of Nursing and Social Sciences. Data is used to identify areas of strength and needed improvement.
5. Prior to graduation, each cohort of Nurse Anesthesia students is invited to an evaluation forum that is conducted by non-NAP faculty member. The purpose of this forum is to provide students with an opportunity for open communication to provide feedback on program strengths and weaknesses for the purpose of improving the program.
6. Each semester, every DNP-NAP course is reviewed and evaluated by the faculty of record. Course faculty complete Report Form A and submit it to the NAPD and the Dean of the College of Nursing and Social Sciences who use this information to evaluate and make changes based on the faculty feedback. Program Directors, in their respective concentration, will fill out Course report form B. An oral summary report of significant findings or outcomes related to program changes is given at

the December and May General Nursing Assembly meetings. Copies of Course Report Form A are placed in Course Notebook and the e-file.

7. Post- Graduation surveys and Graduate Evaluation by Employer surveys are sent to graduates and their employers, one-year post graduation. A survey link will be emailed to the graduates and their employer for completion. The following steps reflect the process to achieve a goal of a 100% return rate on both evaluations:

    a. Program emails the graduates, explaining the importance of the survey and why the information is being obtained. Ask the graduate to share this email with their employer who will evaluate the graduate.

    b. Program provides the Send-the survey link to the graduate via email and ask them to fill out the survey by following the link.

    c. Program provides a survey link to the graduate's employer via email and asks them to fill out the survey by following the link.

    d. Three reminder emails are sent to graduates and employers. If graduates are in the program's current clinical sites, an email reminder is sent to the graduate's supervising CRNA.

    e. Program administration/faculty remind the CRNA administration at the clinical sites if the graduate is working at a DNP-NAP clinical site when the Administration/Faculty make their site visits. For those graduates not in the program's clinical sites, Program Administration reaches out via social media to remind individuals to complete the evaluations or make a personal phone call to the graduate.

    f. During program orientation, the program director discusses the importance of graduate self-evaluation and the graduate evaluation by the employer.

    g. During the final semester of the program, the NAPD reminds the graduating students of the importance of the one-year self-evaluation and the graduate evaluation by the employer.

## ANESTHESIA RESIDENCY OVERVIEW

1. The Lourdes University clinical residency curriculum provides the student with an exceptional opportunity to experience nurse anesthesia practice in a wide variety of clinical settings. Clinical affiliate sites include level one trauma centers, children's hospitals, community hospitals, rural hospitals, urban centers, independent CRNA practices including pain management and outpatient surgical centers. The clinical residency curriculum does not follow the Lourdes Academic Calendar. Students may be assigned to clinical sites on University holidays and breaks in order to maximize clinical learning.

2. The Nurse Anesthesia Program Administration assigns clinical affiliate site rotations. The clinical coordinator at the site or their designee will make daily clinical assignments. Students may be required to visit in-patients the night before surgery to complete a pre-anesthetic assessment.

3. Lourdes University has a legally binding written agreement with every clinical affiliation site that outlines the expectations and the responsibilities of all parties. Each

clinical affiliate site contract has been tailored to meet the specific concerns and needs of each hospital or practice group that has agreed to work with the Lourdes University Nurse Anesthesia Program. Currently, all clinical affiliate sites are within a 65-mile radius from the Lourdes University campus. Students rotate to the locations listed below at the discretion of the Program Administration. Students are required to adhere to HIPAA requirements at all times in all locations

4. The following table lists the Lourdes DNP-NAP Active Clinical Sites

| Location | Miles From Campus (Approx.) |
|---|---|
| Blanchard Valley Hospital | 52 |
| Community Hospitals and Wellness Centers - Bryan | 63 |
| Flower Hospital | 1 |
| Fulton County Health Center | 32 |
| Mercy Hospital of Defiance | 55 |
| Mercy St. Anne Hospital | 5 |
| Mercy St. Charles Hospital | 16 |
| Mercy St. Vincent's Hospital | 13 |
| ProMedica Wildwood Orthopaedic & Spine Hospital | 4 |
| Toledo Hospital / Toledo Children's | 8 |
| Wood County Hospital | 28 |

5. The clinical supervision ratio of students to instructors ensures patient safety by taking into consideration: the complexity of the anesthetic and/or surgical procedure, the student's knowledge and ability, and the comorbidities associated with the patient. At no time does the number of students directly supervised by a CRNA or anesthesiologist exceed 2:1.
6. Personnel supervising Lourdes University nurse anesthesia students in anesthetizing areas shall be credentialed as a Certified Registered Nurse Anesthetist or anesthesiologist with institutional staff privileges and will be immediately available in all clinical areas. Clinical supervision in non-anesthetizing areas may be provided by credentialed experts who are authorized to assume responsibility for the student. Personnel supervising Lourdes University Nurse Anesthesia students in a non-anesthetizing area shall be physicians or a registered nurses with staff privileges. Documentation of professional staff privileges and credentials will be maintained by each institution.
7. Student time commitment to the clinical residency and didactic aspects of the program will be limited to a reasonable number of hours and should not exceed 64 hours per week (as set forth in the COA standards for reasonable time commitment for students) to ensure patient safety and promote effective learning. This time commitment includes the sum of the hours spent in class

and all clinical hours averaged over 4 weeks. Students must have a 10-hour rest period between scheduled clinical duty period. At no time may a student provide direct patient care for a period longer than 16 continuous hours. The students' actual commitment to the program will be monitored throughout the program by Nurse Anesthesia Program Administration on an ongoing basis. Medatrax data will be utilized to assess the time commitment. Analysis of data will be utilized to make program modifications as necessary.

8. The Nurse Anesthesia Program Director and Assistant Director schedule clinical rotation assignments to meet the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) requirements. In addition, the clinical and didactic courses will be carefully scheduled to allow time for adequate study and self-care. This will be assessed closely by reviewing student and faculty course evaluations and mid-program focus group interviews. Revisions to student schedules will be made as necessary. Student assignments will include an 'on call' experience. Time off after 'call' will be mandated to promote effective learning conditions for the student and patient safety.

9. NAP students will be assigned to off shifts and weekends once specialty rotations have started. Shifts may be 8 hours, 12 hours, or 16 hours. Call experience will be scheduled. Time-off post-call is a minimum of 12 hours to maintain a safe and healthy time commitment. The DNP-NAP Anesthesia Residency hours and assignments may not conform to the Lourdes Academic Calendar in terms of breaks, holidays and time off.

10. Students are expected to demonstrate professionalism in the clinical setting at all times, including a commitment to academic and personal integrity. Students must refrain from engaging in extraneous activities that abandon or minimize vigilance while providing direct patient care.

11. Students are forbidden to present themselves as a CRNA to patients and families, or to be employed as a nurse anesthetist by title or function.

12. DNP-NAP students are required to conduct a comprehensive patient assessment including taking a health history, conducting a chart review and physical assessment of the patient. The student will integrate preanesthetic assessment findings with evidence-based principles to formulate an individualized anesthesia plan of care before providing anesthesia services.

13. Residency Syllabi detail specific care plan requirements for that semester. Students must keep copies of all care plans and case evaluations. The Program maintains copies of anesthesia care plans and student clinical evaluations.

14. Students will document their clinical case experiences on Medatrax. Students are required to enter data on type of patient, Physical Status category, type of anesthesia, type of surgery and hours of clinical experience as well as other information required by the COA. The student is responsible for entering accurate data into Medatrax weekly. Program administration uses the case data to assign students case type and number that meet the COA requirements for graduation. Student workload and time commitment is also analyzed using Medatrax information. Students will begin using Medatrax during the third semester.

15. Appropriate dress code in all clinical settings includes clean scrubs from the clinical setting. Students must wear a clean white full-length lab coat or a scrub coat when they leave the peri-anesthesia area. A student identification badge must be worn at all times in the clinical area.

16. Students must familiarize themselves with, and adhere to, the *Code of Ethics for the Certified Registered Nurse Anesthetist* and the *AANA Standards of Practice.*

17. Students must meet the following Nurse Anesthesia Student Learning Outcomes in the clinical setting on a daily basis:
    a. Apply scientific knowledge and psychomotor ability while providing anesthesia care.
    b. Demonstrate safety and vigilance to protect the patient from harm.
    c. Provide respectful, individualized and holistic anesthesia care to patients and families.
    d. Demonstrate effective interpersonal, leadership and communication skills.
    e. Demonstrate professionalism, integrity, accountability and responsibility in the advanced practice role of the nurse anesthetist.
    f. Utilize critical thinking and ethically sound decision-making skills to impact patient care.

## CLINICAL RESIDENCY EVALUATION

1. Clinical Site Evaluation

   Clinical affiliation sites are evaluated by the student after each semester using the Nurse Anesthesia Clinical Evaluation Form. These forms are submitted to the NAPD and used for continuous quality improvement of the students' residency experience.

2. Preceptor Evaluations

   Clinical site preceptors are evaluated by the student during the clinical rotation using the clinical preceptor evaluation form. These evaluations are submitted to the NAPD and used to provide feedback to clinical instructors.

3. Ongoing Evaluations (Formative)

   Evaluation in the classroom and daily clinical evaluation is a cornerstone of the ongoing formative evaluation process.

   - Didactic faculty will provide the student with a written review of oral presentations and scholarly writing, as well as verbal feedback of written examinations. These evaluations of student academic achievement will assess learning and promote academic achievement of the Terminal Objectives of the Program.

   - Clinical Affiliate Faculty will utilize appropriate objectives and observational tools to provide the student with timely feedback on their daily performance in the clinical area. Daily Student Clinical Evaluation Forms, based on the clinical residency level, are to be submitted weekly to Program Administration for ongoing assessment of student progress.

Original copies of clinical evaluations will be maintained in the student's file.

- The student will meet with Program Administration at mid-semester to review progress, recognize accomplishments and address concerns. A written summary will be discussed with a focus on two-way feedback and goal setting for the remainder of the semester.

4. Summative Student Evaluation

   Students meet individually with the Nurse Anesthesia Program Administration at the end of each semester and receive a written evaluation at this time based on the daily clinical evaluations and the mid-semester formative student evaluation. This dialogue provides feedback on both didactic and clinical progress during the semester. Semester goals are reviewed as part of this summative evaluation process, and a summary of the discussion is maintained by the Program Administration.

5. Self-Evaluations

   Students are required to complete a self-evaluation each semester in conjunction with the Summative Evaluation. The self-evaluations are used to formulate goals for the next semester. Evaluations will be maintained in the students' program file.

## TIME COMMITMENT AND SCHEDULE MONITORING

The Lourdes University DNP-NAP administration and faculty promote safety and quality patient care and wellness. During the admission interview, students are informed that this is an intensive educational program. The NAPD and the ANAPD monitor student schedules to ensure that time commitment does not exceed Council on Accreditation of Nurse Anesthesia Program (COA) standards. Two students per semester are randomly selected for review of their Medatrax data and assess time commitment. Should time commitment exceed the COA standards; adjustments will be made and the time commitment corrected for the future.

The NAPD and the ANAPD schedule appropriate clinical rotation assignments to meet the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) requirements. Clinical and didactic courses are be carefully scheduled to allow time for adequate study and self-care. Time commitment is assessed closely by reviewing student and faculty course evaluations and mid-program focus group interviews. Revisions to student schedules will be made as necessary. Time off after 'call' is mandated to promote effective learning conditions for student and patient safety.

## ACADEMIC HONESTY

A goal of Lourdes University is to engage students in an honest and dynamic search for truth. Academic honesty is a hallmark of such a quest. Students are expected and required to engage in all aspects of their nurse anesthesia educational journey in an honest and ethical manner. Adherence to academic honesty is required in both the didactic and clinical components of the program. Students are prohibited from copying homework assignments

from other students or plagiarizing work from other sources. Copying care plans from other students is also considered a form of academic dishonesty. In the clinical area, examples of academic dishonesty include deceitful behaviors such as the failure to disclose problems arising with a patient's care to the clinical instructor or the surgeon or intentionally charting inaccurate information.

Should instances of academic arise, it is the policy of the Lourdes academic community and the DNP-NAP to invoke sanctions (including dismissal) against students who violate the standards of academic honesty. The process for handling instances of academic dishonesty is detailed in the Lourdes Academic Catalog.

## SEE EXAM AND REVIEW COURSE

The NBCRNA Self-Evaluation Examination (SEE) provides individualized feedback to students and programs on strengths and areas for improvement, benchmarking performance against the national testing pool, and informing curricular evaluation.

### Timing and Course Alignment

- Students must first take the SEE in Semester 5.
- Semester 5 (Year 2 – Fall) marks completion of the core science and foundational anesthesia curriculum, providing an appropriate benchmark for formative assessment.

### Standard

- Semester 5 SEE serves as a diagnostic benchmark of each student's knowledge and readiness for advanced coursework.
- Students are required to develop a faculty-approved study plan based on their SEE results. The plan must target identified gaps and outline specific strategies, timelines, and resources (e.g., guided review, simulation/application practice, question banks).

### Remediation and Retake

- Students take the retake SEE exam by the end of Semester 8
- Students who do not achieve a score of 440 on the Semester 8 SEE must complete a faculty-approved remediation plan developed by the student.
- Students must retake the SEE no later than Semester 9 and must achieve a 440.
- The capstone review courses—NUR 763 and NUR 764: Synthesis of Critical Anesthesia Concepts—occur in the final two semesters and are specifically designed to reinforce critical thinking, synthesis, and comprehensive review in preparation for independent practice and the National Certification Examination (NCE).

## National Certification Exam (NCE) Eligibility

- Authorization to sit for the (NCE) will not be issued until the student achieves a SEE score of 440.

This structure ensures early identification of learning needs (Semester 5), time for targeted remediation, verified readiness prior to graduation, and NCE authorization.

## ATTENDENCE AND TIME OFF

The Nurse Anesthesia Program Administration and Faculty realize that the quality of the student's education requires a balance of time in the classroom/lab/clinical with time away for independent study, reflection, and relaxation. Thus, the following policies have been established for:

### Attendance

Class and clinical attendance are mandatory. The only excused absences are personal time off (clinical only), weather-related emergencies precluding roadway travel, some holidays, attendance at approved educational programs and approved leaves of absences. Classes CANNOT be missed unless prior approval given for extenuating circumstances. Frequent tardiness/unexcused absences for class or the clinical area may result in probation, suspension or dismissal from the program. Occasionally, changes in class times and days may be necessary. Students are responsible for checking their own class and clinical schedules. Subject to the above exceptions, students are required to attend all scheduled functions of the program (didactic and clinical practicum or scheduled evening activities) unless specifically excused by the Nurse Anesthesia Program Director or his/her representative.

All students (while in the program) MUST attend graduation each year, unless approved by the NAP Director.

### Personal Time Off (PTO):

DNP students will receive a total of 37 days of Personal Time Off (PTO). Additional PTO days off during December in the first year of the program is at the discretion of the Program Director. PTO will be adjusted to accommodate the student's clinical experience and requires approval by DNP-NAP administration.

DNP students may request PTO at the beginning of the Spring Term, Year I. PTO will not be granted during select specialty rotations (OB and Heart rotations) and may not be granted during select clinical site assignments. Students on probation will not be approved for PTO.

Students may request time off to attend educational meetings, review courses or for bereavement purposes. When approved, these days are not included in student PTO.

Students whose Health and Professional Requirements have expired are required to use PTO until all requirements are met. Students will not be allowed in the clinical setting until requirements are completed.

The Lourdes DNP-NAP does not observe University semester breaks and students will be scheduled in the clinical setting during these breaks. When the University is closed

for holidays, no didactic classes will be held. Students may be assigned in the clinical setting on holidays.

PTO will not be granted during select specialty rotations (OB and Heart rotations) and may not be granted during select clinical sites assignments. Students on probation will not be approved to schedule PTO.

Requesting PTO

All PTO requires approval of Program Administration. At the beginning of the second semester, students will be informed of the deadline for PTO requests via posting of the Request Deadline Sheet. A copy is also available on the Canvas site located under NAP Student Resources.

To request Personal Time Off (PTO) the student emails the DNP-NAP Assistant Program Director (APD) with the requested dates. If approved, the date(s) of the approved PTO will be logged in the request calendar and a copy of the request and approval placed in the student file. If not approved, the student will be given the reason and the APD will work with the student to schedule an alternative PTO. This process also applies to requesting non-PTO time for educational days, mission trips and bereavement days. Students are required to keep track of their own PTO days.

Leave of Absence

A student in good standing may request a leave of absence for personal reasons. Each request is handled by the NAPD on an individual basis. Guidelines are established in the Graduate Nursing Handbook. Time taken during a leave of absence may extend the date of graduation.

Weather-Related Emergencies

When a municipality has issued a weather-related emergency prohibiting travel on roadways that affects the student's ability be present at the University or any Program related obligations, such absences shall be regarded as excused absences under this policy; such absences will not count toward students' total number of excused absences unless the Program Director determines otherwise.

Should such an emergency be declared by a municipality when a student is already present at a Program-related obligation, the student will have the ability to decide whether it is preferable to remain at his/her current location or return home based on the totality of the circumstances. Relevant factors may include, in part, the anticipated duration of the emergency status; the location(s) of the emergency status; and the ongoing operation of the health care facility, if applicable. Should a student elect to return home prior to completing a clinical experience for the day, such an absence shall be regarded as an excused absence under this policy; such absences will not count toward the students' total number of excused absences unless the Program Director determines otherwise.

Bereavement

Bereavement time will be granted on an individual basis. Two bereavement days are allowed during the program. This is separate from the allotted PTO days.

Absence due to illness of emergencies

Didactic Courses: In the case of illness or emergency situations, students must email or text the instructor and the NAPD before the beginning of the class to notify them of the absence. Two consecutive absent days for illness may require a physician's note submitted to the program for readmission into the clinical area.

Clinical Residency:

In the case of illness or emergency, students must notify the clinical area and the assigned Clinical Affiliate Faculty/Clinical Coordinator within two hours of the start of their shift in the case of illness or absence. An email must be sent to the Program Director before the beginning of the shift to notify them of the absence. A text message to both the Director and Administrative Assistant is also required due to scheduled site visits. Two consecutive absent days for illness may require a physician's note submitted to the program for readmission into the clinical area.

Education Time Off

Educational Days for the Nurse Anesthesia Program are granted at the discretion of the Program Director/designee.

The days listed are in addition to PTO but are only used for educational programs.

- Anesthesia Review Courses:
- ACLS/PALS/BLS
- SEE exam: (Exam taken during the first year and second year for MSN students and in the last two semesters of the DNP. (Days granted if needed)
- Educational days for conferences (OSANA, MANA, AANA): may be granted at the discretion of the Program Director/designee.
- Specialization Recertification testing

Mission Trips

Mission trips may be approved during the second year of the program at the discretion of the Program Director. Missions are voluntary and the student pays the cost. Mission information must be given to the program for proof of mission. Time off is granted for the mission and does not come out of the students PTO bank. Mission cases cannot be counted on the Medatrax record.

State and National Meetings

Students are required to attend one OSANA/MANA meeting and one AANA national meeting during the program. These meetings provide the opportunity to advocate for health policy changes to advance the specialty of nurse anesthesia. The Program strongly recommends that the student select the AANA Congress or the Mid-Year Assembly because of the advocacy opportunities at those meetings. Students attending conferences must

attend the entire meeting and retain a copy of their proof of attendance for their student files.

Wellness Events

Wellness events occur throughout the year. It is at the discretion of the NAP Director to decide the schedule for the event regarding time off. For example, if a day off is given for the wellness event to be attended, students **must** attend and will be charged two PTO days if they are not attending. A student who does not want to attend will attend clinical. If a student has PTO approved prior to the wellness day scheduled, the student is excused. The NAP Director works with the wellness reps of the cohorts to decide what is best for all students.

### EMPLOYMENT

Extracurricular employment is highly discouraged during the program due to the intensive nature of the curriculum. Employment may detract from the time and effort needed to satisfactorily complete the program. Students are prohibited from being employed as nurse anesthetists by title or function.

## ANESTHESIA RESIDENCY

### HEALTH AND PROFESSIONAL REQUIREMENTS

All students enrolled in Nursing Practicum, DNP residencies or clinical courses must meet all College of Nursing Health and Professional Requirements, including signing a release of information to the clinical agencies and completing fingerprinting for background check. Documentation for all requirements must be submitted to the Program Director by the published deadline.

Throughout the program, students are required to maintain the following professional requirements: active and unrestricted nursing license, malpractice insurance, BLS, ACLS and PALS. Students are required to submit evidence to Program Administration of the maintenance of professional requirements. Failure to provide Program Administration with proof of continuity of professional requirements will result in immediate suspension from academic and clinical program activities and may result in probation or dismissal.

If the Health and Professional Requirements expire during the semester, the student is responsible to renew the requirement and provide the current renewal information to the NAP program in order to return to the clinical setting. PTO will be used for any absence.

- All forms and directions are also on the Lourdes University website and once completed must be returned to NAPD.
- Students are responsible to assure that their Health and Professional file is complete and current. Documentation should be submitted to program administration and students should retain a copy for their records. The College of Nursing and Social Sciences is not responsible for copying.

### FITNESS FOR PROGRAM PARTICIPATION

The College of Nursing and Social Sciences will maintain an environment that ensures the provision of safe, quality patient care that is also supportive of the well-being of students. Students are prohibited from being impaired by drug or alcohol use, fatigue, physical or mental illness in both the clinical or classroom settings. In addition, students are required to report any suspected impairment on the part of others to the NAPD.

In the event of a question about fitness for clinical practice, the student will be removed immediately from the clinical area to ensure patient and/or student safety. DNP-NAP will take appropriate steps based on individual circumstances.

All faculty and students will adhere to the Center for Disease Control (CDC) and Prevention Guidelines for work restrictions when exhibiting signs and /or symptoms or for post exposure follow-up of certain communicable diseases.

www.cdc.gov or www.cdc.gov/mmwr/

The Department will maintain the confidentiality of all information related to faculty/student health, substance abuse, and/or communicable disease problems or concerns.

Communicable Diseases

1. Students will promptly report to faculty an exposure to communicable disease or when presenting signs or symptoms of a communicable disease.
2. The faculty member will follow the agency protocols and the CDC guidelines when deciding to exclude or restrict a student's clinical practice due to a communicable disease.

   www.cdc.gov or www.cdc.gov/mmwr/
3. Should a faculty member show signs or symptoms of one of the listed communicable diseases, they will report this to the agency and follow the agency's requirements. Clinical restrictions will follow the recommendations of the CDC guidelines.

   www.cdc.gov or www.cdc.gov/mmwr/
4. When a clinical agency notifies the College of Nursing and Social Sciences is notified of a student's or faculty member's exposure to a patient with a communicable disease, the said individual will be notified immediately to initiate post exposure follow-up and/or work restriction.
5. The student's or faculty member's primary health care provider should counsel the individual regarding the appropriate treatment for active infection or exposure follow-up.
6. The individual's primary health care provider must provide a written statement indicating the individual is non-infectious will be needed for return to the clinical setting.

## OBN POLICY REGARDING STUDENT CONDUCT WHILE PROVIDING NURSING CARE

Student conduct while providing nursing care must meet the requirements of the agency and the Standards of the Ohio State Board of Nursing (OBN) Rules Policy Section 4723-5-12. The OBN rules include:

1. A student shall
    - In a complete, accurate, and timely manner, report and document nursing assessments or observations, or care provided by the student for the client and the client's response to that care.
    - In an accurate and timely manner report to the appropriate practitioner errors in or deviations from the current valid order.
    - Implement measures to promote a safe environment for each client.
    - Delineate, establish and maintain professional boundaries with each client.
    - Provide privacy during examination or treatment and in the care of personal or bodily needs.
    - Treat each client with courtesy, respect and with full recognition of dignity and individuality.
    - Practice within the appropriate scope of practice as set forth in division (B) section 4723.01 and division (B) (20) of section 4723.28 of the Revised Code for a registered nurse.
    - Use universal blood and body fluid precautions established by Chapter 4723-20 of the Administrative Code.

2. A student shall not:
    - Engage in behavior that causes or may cause physical, verbal, mental or emotional abuse to a client.
    - Engage in behavior toward a client that may be reasonably interpreted as physical, verbal, mental or emotional abuse to a client.
    - Falsify any client record or any other document prepared or utilized during, or in conjunction with nursing practice. This includes but is not limited to case management documents or reports, or time records, reports and other documents related to billing for nursing services or misappropriate a client's property.
3. A student shall not engage in behaviors:
    - To seek or obtain personal gain at the client's expense.
    - That may be reasonably interpreted as behaviors to seek or obtain personal gain at client's expense.
    - That constitutes inappropriate involvement in the client's personal relationships.
    - That may be reasonably interpreted as inappropriate involvement in the client's personal relationships.
4. The client is always presumed incapable of giving free, full or informed consent to sexual activity with the student. A student shall not:
    - Engage in sexual conduct with a client.
    - Engage in conduct that could be reasonably interpreted as sexual.
    - Engage in verbal behavior or in behaviors that may be reasonably interpreted as being seductive or sexually demeaning to a client.

5. A student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient other than the spouse of the student in any of the following:
    - Sexual contact, as defined in section 2907.01 of the Revised Code
    - Verbal behavior that is sexually demeaning to the patient or may be reasonably interpreted by the patient as sexually demeaning.
6. A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.
7. A student shall not obtain or attempt to obtain money or anything of value by intentional misrepresentation or material deception during practice.
8. A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aid without a certificate issued by the board.
9. A student shall not prescribe any drug or device to perform or induce an abortion or otherwise perform or induce an abortion.
10. A student shall not assist suicide as defined in section 3795.01 of the Revised Code.
11. A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.
12. A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in section 4729.01 of the Revised Code, in any way not in accordance with a legal, valid prescription issued for the student, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.
13. A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.
14. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of habitual or excessive use of drugs, alcohol, or other chemical substances that impair the ability to practice, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.

Health Insurance

Due to the nature of clinical practicum and the potential exposure of students to infection/illness, health care insurance is required. Students are responsible for their own health insurance. While in clinical practicum, the student is not considered an employee of the clinical affiliate site or Lourdes University. The student is liable for all expenses related to injury or exposure that occurs in the clinical or classroom setting.

## NURSE ANESTHESIA PROGRAM GRADUATION REQUIREMENTS

DNP-NAP Terminal Objectives (COA Graduate Standards)

In order to be recommended for graduation, the DNP-NAP student must demonstrate that they have acquired the knowledge, skills and competency in patient safety, peri-anesthesia management, critical thinking, communication, leadership and professional role.

1. Be vigilant in the delivery of patient care.
2. Refrain from engaging in extraneous activities that abandon or minimize vigilance while providing direct patient care.
3. Conduct a comprehensive equipment check.
4. Protect the patient from iatrogenic complications.
5. Provide individualized care throughout the peri anesthesia continuum.
6. Deliver culturally competent peri anesthesia care.
7. Provide anesthesia services to all patients across the lifespan.
8. Perform a comprehensive history and physical assessment.
9. Administer general anesthesia to patients with a variety of physical conditions.
10. Administer general anesthesia for a variety of surgical and medically related procedures.
11. Administer and manage a variety of regional anesthetics.
12. Maintain current certification in ACLS and PALS.
13. Apply knowledge to practice in decision making and problem solving.
14. Provide nurse anesthesia services based on evidence-based principles.
15. Perform a preanesthetic assessment before providing anesthesia services.
16. Assume responsibility and accountability for diagnosis.
17. Formulate an anesthetic plan of care before providing anesthesia services.
18. Identify and take appropriate action when confronted with anesthetic equipment-related malfunction.
19. Interpret and utilize data obtained from noninvasive and invasive monitoring modalities.
20. Calculate, initiate and manage fluid and blood component therapy.
21. Recognize, evaluate and manage physiological responses coincident to the provision of anesthesia services.
22. Recognize and appropriately manage complications that occur during the provision of anesthesia services.
23. Use science-based theories and concepts to analyze new practice approaches.
24. Pass the national certification examination (NCE) administered by NBCRNA.
25. Utilize interpersonal and communication skills that result in the effective exchange of information and collaboration with patients and their families.
26. Utilize interpersonal and communication skills that result in the effective interprofessional exchange of information and collaboration with other healthcare professionals.
27. Respect the dignity and privacy of patients while maintaining confidentiality in the delivery of interprofessional care.
28. Maintain comprehensive, timely, accurate and legible healthcare records.
29. Transfer the responsibility for care of the patient to other qualified providers in a manner that assures continuity of care and patient safety.
30. Teach others.
31. Integrate critical and reflective thinking in his or her leadership approach.

32. Provide leadership that facilitates intraprofessional and interprofessional collaboration.
33. Adhere to the Code of Ethics for the Certified Registered Nurse Anesthetist.
34. Interact on a professional level with integrity.
35. Apply ethically sound decision-making processes.
36. Function within legal and regulatory requirements.
37. Accept responsibility and accountability for his or her practice.
38. Provide anesthesia services to patients in a cost-effective manner.
39. Demonstrate knowledge of wellness and chemical dependency in the anesthesia profession through completion of content in wellness and substance use disorder.
40. Inform the public of the role and practice of the CRNA.
41. Evaluate how public policy making strategies impact the financing and delivery of healthcare.
42. Advocate for health policy change to improved patient care.
43. Advocate for health policy changes to advance the specialty of nurse anesthesia.
44. Analyze strategies to improve patient outcomes and quality of care.
45. Analyze health outcomes in a variety of populations.
46. Analyze health outcomes in a variety of clinical settings.
47. Analyze health outcomes in a variety of systems.
48. Disseminate scholarly work.
49. Use information systems/technology to support and improve patient care.
50. Use information systems/technology to support and improve healthcare systems.
51. Analyze business practices encountered in nurse anesthesia delivery settings.

## GRADUATION POLICIES

The Lourdes DNP-NAP follows the progression policies of the university, Graduate Nursing Handbook, and the Nurse Anesthesia Program Handbook. In addition, each DNP/NAP degree candidate must successfully complete the following prior to graduation:

- Successful completion of the curriculum sequence, which includes the COA required curriculum courses.
- Successful completion of clinical practicum residences I-VII with satisfactory marks on daily clinical practicum evaluation forms
- Complete and record a minimum of 650 cases and 2000 clinical hours minimum and satisfy all COA case type requirements.
- Submit National Certification Examination paperwork and fee to Program Administration
- Complete a DNP project including a scholarly paper.
- Present the scholarly paper to faculty, students and communities of interest.
- File an application for graduation in the Registrar's Office. Graduation fees must be paid before turning the application for graduation. The student must have completed all program requirements.

## PROFESSIONAL AND EXTRACURRICULAR ACTIVITIES

### AANA Student Associate Membership, and Association Meetings

Opportunities are given for professional socialization throughout the program. These include AANA Student Associate membership, participation in national, state, and local nurse anesthesia meetings and a mentoring program. Students are required to become a

student associate member of the AANA for the duration of the program. Membership in the association will occur during the first semester of the program. Information regarding membership will be provided by Program Administration.

Nurse anesthesia students will be encouraged to attend local, state, and national nurse anesthesia meetings to gain exposure to the professional aspects of nurse anesthesia. Additionally, there are opportunities to meet students from other programs and participate in student activities such as the student luncheon and College Bowl competition. Time off from the program will be available for student participation in professional activities.

Big Brother/Big Sister Program

The Big Brother/Big Sister program is designed as an informal mentor/support system to provide first year students with a dedicated person who can provide guidance throughout the program. Incoming students are assigned a Big Brother or Big Sister. New students are connected via phone. This fosters the beginning of a strong, professional relationship between new colleagues. Students can switch their Big Brother or Big Sister throughout the program as needed.

DNP-NAP Wellness Program

The Wellness Program fosters wellness to bring everyone together to emphasize care and self-care. Each cohort has one to two SRNA Wellness Liaisons. The Lourdes University SRNA Wellness Liaisons relate to the AANA Student Health and Wellness Representative to represent wellness and its importance in the NAP. The role of the Cohort Wellness Liaisons is to gather ideas from the cohorts for wellness events and work with the NAP Administration to coordinate the events. The Cohort wellness representatives also communicate, share, and gather ideas with other SRNA Wellness Liaisons throughout the nation.

Sigma Theta Tau, Zeta Theta Chapter-At-Large

The purpose of the organization is to recognize superior academic achievement, recognize the development of leadership qualities, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession. Criteria for invitation: MSN/DNP students will be considered for membership after one fourth of the graduate curriculum is completed with a graduate program G.P.A. of 3.5 on a 4.0 scale. For more information about joining Sigma Theta Tau go to http://www.nursingsociety.org/default.aspx or http://zetatheta.org. Scholarships and research grants are available for members.

## HONORS, AWARDS, CONVOCATION AND GRADUATION

Sigma Theta Tau and International Awards

The Zeta Theta Chapter at Large of Sigma Theta Tau International will present a Leadership, Clinical Practice and Research award to students in the MSN/DNP Nursing Program. The recipients will be voted on by faculty and will be recognized at the chapter's

annual dinner. They will also be recognized at the Lourdes University College of Nursing Convocation. Criteria are set by the Sigma Chapter.

Lourdes University College of Nursing Awards

College of Nursing Awards

Graduate Nursing Leadership Award

Presented to one December and one May graduate student who demonstrates the following criteria:

1. Impacts the quality of nursing through leadership that is innovative and recognized as exemplary by nursing peers.
2. Acts as a role model and/or mentor to peers.
3. Demonstrates leadership involvement in community organizations and activities that affect the quality of health of the community.
4. Influences quality of nursing care through scholarly pursuits.

Graduate Spirit of Nursing Award

Presented to one December and one May's graduate student who demonstrates the spirit of nursing as captured in the mission statement of the College of Nursing and the following criteria:

1. Integrates the Franciscan values and beliefs to professional practice through volunteerism and community service.
2. Acts as a positive role model and /or mentor to peers and students.
3. Demonstrates a strong commitment to advancing the art and science of nursing through creative and innovative practice.
4. Influences the quality of nursing care through scholarly pursuits.

NAP Awards

Agatha Hodgins Award

Presented to one graduate nurse anesthesia student who demonstrates: outstanding didactic and clinical performance, the spirit of nursing as captured in the mission statement of the College of Nursing and meets the following criteria:

1. Integrates the Franciscan values and beliefs to professional practice through volunteerism and community service.
2. Acts as a positive role model and /or mentor to peers and students.
3. Demonstrates a strong commitment to advancing the art and science of nursing through creative and innovative practice.
4. Influences the quality of nursing care through scholarly pursuits.

Candidates will be nominated and selected by Nurse Anesthesia Program faculty during semester seven/nine of the program.

This Award was established to honor Agatha Hodgins (1877-1945), founder and first president of the American Association of Nurse Anesthetists. A notable pioneer in the field of anesthesiology, Miss Hodgins was one of the first to perfect the nitrous oxide-oxygen technique of anesthesia. In 1915, she founded the influential Lakeside School of Anesthesia

in Cleveland and was the visionary force in the establishment of the profession of nurse anesthesia.

Nurse Anesthesia Program Outstanding Clinical Affiliate Faculty Award
This award is presented to one Certified Registered Nurse Anesthetist and to one anesthesiologist who demonstrates outstanding clinical instruction, mentoring, scholarship, and professionalism. Candidates are nominated and selected by the graduating nurse anesthesia students during semester seven/nine.

Nurse Anesthesia Excellence in Academic Achievement Award
This award is presented to doctoral nurse anesthesia students with a cumulative grade point average of 4.0.

Convocation

Nursing Convocation is held twice a year in the fall and spring. This is a biannual nursing celebration and recognition program for all nursing graduates and their families. Nursing pins and awards are distributed to graduates during this ceremony. The Nurse Anesthesia Program students are encouraged to participate in the fall Convocation.

Commencement Ceremony

Lourdes University has one formal commencement May at the end of spring semester.

RESOURCES AND FINANCIAL AID

Financial Aid

Nurse Anesthesia Traineeship Grant (NAT)

The purpose of the NAT Program is to increase access to nurse anesthetist care for underserved populations. NAT grants provide funding for traineeships for licensed registered nurses enrolled as full-time students beyond the twelfth month of study in a doctoral nurse anesthesia program. Traineeships will pay part of the costs of the tuition, books, fees, and the reasonable living expenses of the individual during the period for which the traineeship is provided.

Flower Hospital McKesson Endowed Scholarship

The scholarship financially assists Nurse Anesthesia students who demonstrate financial need and academic merit as they progress through the program. Applications are completed in the fall of each academic year.

Loan Repayment Responsibilities

Financial aid information is readily available in the Lourdes University catalog and is also available on the Lourdes University website.
https://www.lourdes.edu/costs-financial-aid/financial-aid/faqs/

Graduate students admitted to degree and eligible certificate program and enrolled at least half-time are eligible to apply for financial aid. Most students who file FAFSA are eligible for Federal Stafford Loans and Grant Plus Loans. To apply for financial aid, go to www.fafsa.ed.gov Lourdes University School Code: 003069. For more information on financial aid, please contact the Financial Aid Office at 419-824-3732.

The Lourdes University DNP Nurse Anesthesia Program students have an ethical responsibility regarding financial assistance and repayment of student loans. Students will be encouraged to participate in a Financial Aid information session provided by the Financial Aid department of Lourdes University during the first and seventh semester for MSN and first and ninth semesters for DNP students in addition, students will be counseled through formal online Entrance and Exit Counseling processes provided by the Financial Aid department:
Entrance: https://studentloans.gov/myDirectLoan/index.action
Exit: http://www.nslds.ed.gov/nslds_SA

Duns Scotus Library

The Lourdes University library is located on the first floor of St. Clare Hall. In the library, students will find a large assortment of reference material, books, periodicals, and computer assistance with review of literature. Electronic resources are available through the library web page found at www.lourdes.edu/library. Library staff is available to assist students in performing literature searches and locating references.

A student ID is required to check out library resources, request interlibrary loans and access electronic databases.

Academic Success Center

The Academic Success Center, located in Delp Hall, provides free academic support services to currently enrolled students. Services include tutoring, workshops, multi-media technologies, internet resources, APA writing guidance and proctored testing (including all entrance and exit standardized tests). The Academic Success Center houses some nursing books, computer software and video media. For more information, call 419-824-3748.

DNP-NAP Skills Lab

The DNP-NAP Skills Lab is a high-performance simulation environment equipped with state of-the-art anesthesia equipment, including anesthesia machines, physiologic monitors, glidescope video laryngoscopes, and models for practicing clinical skills such as epidural and spinal techniques, intravenous, intra-arterial and central line catheterization, airway management and trouble-shooting technology. The DNP-NAP Skills lab is located in St. Francis Hall Room #3. Students engage in Skills Lab activities throughout the program, applying concepts learned in the Clinical Principles course sequence in the Skills Lab environment immediately after the content is taught. Patient assessment, intra-management of anesthesia complications and development of a comprehensive anesthetic plan are examples of the critical thinking skills taught using realistic patient scenarios. The DNP-NAP skills lab is available to students for additional practice during designated hours and by appointment with a NAP faculty member.

Students will also have access to the Flasck Nursing Center (learning lab) in St. Joseph's Hall. This lab accommodates mid-range simulation equipment, hospital-like patient bed stations, also has audiovisual equipment. This lab is staffed by nurses who specialize in clinical skill development. Equipment is organized and available for the specific needs of the clinical courses.

Nursing Office Hours/ Faculty Office Hours

Individual faculty office hours are provided in the course syllabi and are available by appointment.

NAP Office Hours – St Clare Hall

The NAP Administrative Assistant's hours are 8:00AM - 4:00 PM, Monday – Friday.

E-Mail Policy

Students are required to use their Lourdes University e-mail accounts for e-mail communication with the University faculty and staff.

Students MUST check their email multiple times a day as this is the primary way of communicating with students.

Printing Policy

Each registered student will receive a $15 printing credit on his/her student ID card at the beginning of each semester. Students are encouraged to print documents two-sided and in black and white to maximize their print credit.

Students using an on-campus computer will be able to view their remaining account allowance when logged into the computer. When students are utilizing an off-campus computer, they can login to the print management web center to view their remaining balance. Once a student is close to exhausting the $15 print allowance, he/she will receive a notice to load dollars to his/her student ID. For additional information, please contact the Helpdesk at helpdesk@lourdes.edu or call 419-824-3807.

## STUDENT COMMUNICATION AND FEEDBACK

- The DNP-NAP faculty believe that two-way communication between students and the program is essential in a student-centered environment. This may include sharing of ideas, dissemination of information, and ongoing communication relative to didactic and clinical experiences. Students are encouraged to share complaints, concerns and suggestions through regular, informal discussions as well as the following avenues:
- One on one contact with the Program Director, Assistant Program Director and other program, cognate or adjunct faculty
- Direct line communication with the Dean of Nursing and Social Sciences is available to every DNP-NAP student

- An online evaluation form is available in Canvas for all courses. Responses to comments will be posted on the designated bulletin board in the main hallway of St. Clare Hall. Confidentiality will be maintained.

STUDENT RECORDS

Records of the student's progress in the Nurse Anesthesia Program are the responsibility of the student, Nurse Anesthesia Program Director, and the Registrar. The Registrar keeps all documents related to the admission of the student into the Nurse Anesthesia Program. These documents include, but are not limited to, the graduate application, official transcripts from other schools, letters of recommendation, resume and student purpose statement. Copies of these documents will be available to the Nurse Anesthesia Program Director on a secure computer drive. The Nurse Anesthesia Program Director keeps the clinical/advising/program records and health and professional requirement files in the NAP office.

## DNP-NAP Committee Structure

The College of Nursing is responsible for the mission, philosophy and learning outcomes of all the Nursing Programs. The central decision-making body of the College of Nursing is the General Nursing Assembly (GNA).

The College of Nursing ascribes to a shared governance model. Students in the nursing program are invited to serve on designated departmental committees.

Nurse Anesthesia Program Committees

Nurse Anesthesia Program Selection Committee (NAPSC)

The purpose of the committee is to select cohorts for the Nurse Anesthesia program and monitor the admission policy and procedure. Members of the NAPS Committee are appointed by the Nurse Anesthesia Program Director. The President and Vice President of the senior class are invited to serve on the NAPS Committee. Other members may include:

- Nurse Anesthesia Program Director
- Nurse Anesthesia Program Assistant Director
- Clinical Affiliate Clinical Coordinators

Nurse Anesthesia Program Advisory Council

The NAPAC:

1. Reviews program statistics related to admission, attrition and performance on the NCE.
2. Reviews proposed changes in DNP-NAP administrative policies.
3. Reviews curriculum change
4. Reviews DNP-NAP evaluation process data
5. Reviews matters related to DNP-NAP accreditation
6. Public member assures that consumer concerns, public and private, are formally presented and does not put program priorities above public interest.

Members of the NAP Advisory Council are appointed by the NAPD with consideration of the General Nursing Assembly (GNA) member preference. At least one currently enrolled student from each cohort in the Nurse Anesthesia program is invited to serve on the NAP Advisory Council by the NAPD. General members may include and are not limited to:

- Nurse Anesthesia Program Director
- Nurse Anesthesia Program Assistant Director
- Clinical Affiliate Clinical Coordinators
- Public member
- Senior Nurse Anesthesia Student representatives

Student Cohort Representatives

Each nurse anesthesia cohort is required to select two cohort representatives to serve as communication liaison with the Nurse Anesthesia Program administration. Elections are held at the conclusion of the second/third semester and the cohort representatives will serve for the duration of the program. Nurse Anesthesia Program administration will meet twice a semester with the entire cohort to discuss issues and foster communication. The cohort representatives will schedule formal and informal cohort meetings, as needed.

Student Participation in Program Evaluation

In addition to continuous informal student/faculty interactions, students routinely participate in program evaluation and assessment of learning outcomes through completion of course, clinical site and practicum evaluations, as well as end of program focus-group interviews and other assessment tools. Students complete a comprehensive exit evaluation at the conclusion of the program.

At the end of the final semester, students participate in program assessment of learning outcomes by completing the End of Program Questionnaire and End-of-Program Focus Group Interview, as well as other assessment tools. In addition, DNP Nurse Anesthesia Program graduates participate in the Alumni Surveys 1-year and 3-year post-graduation.

## ETHICAL CONSIDERATIONS

HIPAA

The Health Insurance Portability and Accountability Act (HIPAA) governs the use and release of a patient's personal health information (PHI) also known as "protected health information". It is imperative that all students and faculty with access to a clinical setting comply with HIPAA rules and regulations. This includes understanding HIPAA and training in HIPAA that meets the clinical agency's requirements.

Institutional Review Board (IRB)

Federal law requires that any project, survey, or thesis involving the use of human subjects for data collection must be approved by the Institutional Review Board (IRB) for the protection of human subjects before the beginning of the study. Students engaged in

research must receive approval from their research mentor and then submit their proposal to the IRB for review and approval. When the research is completed, a summary report of the findings must be submitted to IRB.

Please use the following pathway to access information regarding the IRB (directions for submitting an application, the human subject assurance research training and IRB research applications):
https://www.lourdes.edu/academics/institutional-review-board/

## Rights and Responsibilities

### Students' Rights and Responsibilities

Students have the right to expect the Lourdes University Nurse Anesthesia Program, with the support and guidance of the faculty, will prepare them to take and successfully pass the nurse anesthesia certification exam and provide safe and quality care in this advanced practice role. Policies have been established that limit student time commitment to the clinical practicum and didactic aspects of the program, ensure that the student is taught by qualified and credentialed faculty, ensure the availability of clinical sites to complete the number of required anesthesia cases as mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) and promotes fair unbiased evaluations that serve to help students grow as they learn their profession.

The Family Educational Rights and Privacy Act (FERPA) of 1974 affords students certain rights with respect to their education. Lourdes University is in full compliance with this act. Students will be encouraged to stop in the Registrar's Office to learn more about their rights and privileges under this law. In summary, the law allows students to view the contents of most of their records currently on file at the College and protects against unauthorized release of information.

The Lourdes University Graduate Admissions subscribes to the principles of academic freedom and inquiry. Graduate students shall have the freedom to seek the truth. In speaking or writing, students shall be responsible and accurate and shall indicate that they speak as individuals unless authorized to do otherwise. As scholars, students must remember that the public may judge their professions and the institution by their public statements.

### Patient Rights and Student Responsibilities

Lourdes DNP-NAP students and faculty must display honesty, integrity and ethical decision-making as they represent the program at all clinical sites. All students complete an agency orientation prior to their first clinical experience where the patient rights and student responsibilities are discussed. Students are expected to respect the patient's rights to confidentiality and self-determination. The patient's surgeon or responsible physician shall be kept informed of any complications or concerns related to anesthesia care. Students are required to adhere to the American Association of Nurse Anesthetists (AANA)

Code of Ethics for CRNAs and the AANA Standards of Practice at all times. The AANA Code of Ethics and Practice Standards are integrated into the Nurse Anesthesia Skills Lab and the Anesthesia Residency sequence.

The patient has a right to know who is administering their anesthetic. Students must represent themselves to the patient as a student nurse anesthetist and wear an identification badge identifying them as such at all times. The patient has a right to refuse anesthesia administration from a student nurse anesthetist by agency policies. Patients have the right to expect that students administering anesthesia are being supervised by a credentialed CRNA or anesthesiologist who is immediately available. The patient has a right to expect that the student and faculty are mentally alert and not impaired by fatigue, drugs or alcohol.

Applicant Rights and Program Responsibilities

The admission criteria considered for the Lourdes University Nurse Anesthesia Program focuses on previous clinical and academic accomplishments. Lourdes University Nurse Anesthesia Program does not discriminate based on race, color, religion, age, gender, national origin, marital status, disability, sexual orientation or any factor protected by law. All admission processing of applicants is carried out in a manner which protects the applicants' confidentiality. Applicants are ranked for acceptance to the program based upon their academic achievements and their previous clinical experiences in nursing.

Faculty Rights and Responsibilities

Faculty duties, responsibilities and rights are clearly stated in Volume IV of the Lourdes University Faculty Handbook. The policy speaks to the duties of teaching, scholarship, and professional development. Additionally, it is the duty of every faculty member to protect the academic freedom of students, to maintain one's intellectual honesty in the classroom, to show respect for students as individuals, to adhere to the proper role of intellectual guide and counselor, to protect against the exploitation of students for an individual's own private advantage, to ensure confidentiality and to extend professional respect to other faculty members.

Faculty have the right to exercise academic freedom: in research and in their classroom (1940 Statement of Principles on Academic Freedom and Tenure of the American Association of University Professors). The mission and goals of the college support this statement. The Nurse Anesthesia Director and Assistant Director(s) are members of the Lourdes University College of Nursing Faculty with all the rights and responsibilities of faculty appointment.

Conducting and Affiliating Agency Rights and Responsibilities

The responsibilities and rights of the affiliating agency and anesthesia practices are clearly documented in each of the clinical agency contracts and may vary with each entity. The responsibilities of the affiliating agencies and practice groups include, but are not limited to, providing an acceptable clinical site, and providing supervision of the students during their participation in the program. The affiliating institution has the responsibility to give

sufficient notice of any intent to withdraw from the agreement to allow the program to acquire additional resources.

The parties have the right to remove a student from a patient assignment if a student's conduct or performance threatens the safety of patients or the patient refuses to be cared for by a nurse anesthesia student. The agency and practice group have a right to a clear definition of the purposes and objectives of the agreement including policies, procedures, and curriculum of the Nurse Anesthesia Program.

Accrediting Agency Rights and Responsibilities

The rights of the accrediting agencies include the expectation that standards set by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) and the Commission on Collegiate Nursing Education (CCNE) will be followed. Additionally, the accrediting agencies have the right to expect that the Lourdes University Nurse Anesthesia Program will conduct an honest evaluation of the strengths and weaknesses of the program, communicate those findings to each entity and submit plans to improve areas that need enhancement. The expectation of the accrediting agencies is that the program will communicate any changes in curriculum, affiliating clinical group or governance of the program.

Nurse Anesthesia Program Policies

**NAP Drug and Alcohol Policy (May 2021)**

The Lourdes University College of Nursing requires that all nurse anesthesia students must be free of illicit or illegal drugs and alcohol in the classroom setting, when providing patient care or on call to provide patient care. Further, students may not use illegal drugs, abuse prescription drugs or engage in excessive alcohol use while enrolled in the Program.

PROCEDURE

a) All applicants will be asked if they are currently using illegal drugs, abusing prescription drugs, or engaging in excessive alcohol use at the time of application. An affirmative answer is grounds for denial of admission.

b) Initial Screening: After acceptance into the DNP Nurse Anesthesia Program, but prior to enrollment, all students will be asked about prior illegal drug use, abuse of prescription drugs and/or prior excessive alcohol use. Past users will be monitored, including but not limited to drug testing. As a condition of matriculation, all students will be required to submit to a 10 Panel drug test which tests for marijuana, cocaine, amphetamines, opiates, phencyclidine, benzodiazepines, barbiturates, methadone, propoxyphene, and methaqualone. All students must provide the program with proof of drug screening from an approved clinical laboratory conducted under approved procedures for securing evidence. A list of approved laboratories will be provided for all students. The report of the initial screening must be forwarded from the laboratory directly to:

Nurse Anesthesia Program Director
Lourdes University
6832 Convent Blvd
Sylvania, Ohio 43560

Failure to comply with this policy or failure of a drug test will result in dismissal from the program. Fees associated with testing will be the responsibility of the student.

c) Random Screening: All students may be required to submit to random or scheduled drug testing at any point in the Program based on the decision of the Nurse Anesthesia Program Director or as a requirement of the assigned clinical agency. Reports of random or scheduled results must be forwarded directly to the Nurse Anesthesia Program Director at the address listed in #b above. Failure to comply with this policy or failure of a drug test will result in dismissal from the Program. Fees associated with random drug screening or scheduled drug testing under this policy will be paid by the University.

d) Reasonable Suspicion: Any didactic or clinical affiliate faculty member or student who has reasonable suspicion that a student may be impaired because of misuse of drugs or alcohol will notify the Nurse Anesthesia Program Director in writing. If the behavior is suspected in the clinical area, the clinical coordinator will be notified. Reasonable suspicion exists when any student demonstrates unusual behaviors such as:

- Slurred speech
- Odor of alcohol on breath or person
- Unsteady gait
- Confused or disoriented behavior
- Significant change in work habits
- Unexplained injury or accident
- Excessive sick days
- Excessive tardiness to clinical practicum or class
- Change in alertness, sleepy, confused
- Change in personality, physically assaultive, violent, indifferent
- Change in physical appearance, inappropriate clothing/sloppy

Any student suspected of substance abuse during a clinical practicum assignment will be asked to leave the patient care area immediately and go with a faculty member and/or clinical affiliate faculty and/or witness to discuss the situation in a private location ensuring confidentiality. The NAP Director will be informed, the discussion will be documented, and drug or alcohol testing may be required.

If the decision is made to test for drugs or alcohol, the student will be escorted to an approved laboratory by Nurse Anesthesia faculty and/or witness. Drug and alcohol testing must be performed according to proper procedures for securing evidence and the student will be suspended from the clinical practicum area, Lourdes University program events and professional activities until the results of the test have been

reviewed by DNP-NAP Administration. The student must remain available to meet with DNP-NAP Program Administration once the drug test results are available.

i. The NAPD will inform the Dean of the College of Nursing and Social Sciences and University Provost prior to notification of the Ohio Board of Nursing.

ii. Failure to comply or refusal of a requested drug or alcohol test will result in dismissal from the Program, and the student will be referred for appropriate alcohol/drug counseling services and rehabilitation. Fees associated with testing, counseling and rehabilitation will be the responsibility of the student. Should the test results be negative, the student will be released to the clinical practicum area without penalty. Any missed clinical time will be made up at the discretion of the NAP Director.

iii. Following successful completion of a rehabilitation program, documentation of the criteria set by the NAP Program Administration and documentation supporting this evidence, the student may be considered for re-entry into the program. Re-entry into the NAP program will be considered on an individual case basis and final decisions made by the NAP Program Administration.

**NAP Employment Policy (May 2021)**

Policy: During the entirety of the program, the student is NOT permitted to be employed as a nurse anesthetist by title or function. Failure to follow this policy will result in immediate dismissal from the program.

**NAP Progression, Probation, Dismissal, Withdrawal Policy (DEC 2025)**

The evaluation of student performance and progression within courses in the Nurse Anesthesia Program from course to course is the shared responsibility of the students, faculty, and administration.

Progression

Policy: Successful academic progression is maintained by following:

- Grade point average of 3.0 or above (on a 4.0 scale)
- Grade of satisfactory in all clinical courses

Students must complete all the courses required evaluation methods. For those courses using objective testing as an evaluation method, the student must have a cumulative test grade of 80% before other evaluation assignments are added to the course grade in order to pass the course and progress to the next level course.

Probation

Policy: Students may be placed on program probation for unsatisfactory academic, clinical, and/or professional performance. Minimum standards to progress are:

- Students must maintain a final grade of ≥ 80% in all anesthesia core courses.

- A final grade below 80% in any anesthesia core course is grounds for dismissal from the nurse anesthesia program.
- Students must maintain an overall GPA of ≥ 3.0 to remain in good standing.
- In non-core courses (e.g., DNP core or supporting courses):
- A first final grade of "C" (below 80%) in any non-core course will place the student on program probation.
- A second final grade of "C" (below 80%) in any non-core course will be grounds for dismissal from the program.

Additional triggers for probation (or dismissal, depending on severity):

- Safety concerns in any academic or clinical setting.
- Unsatisfactory clinical performance (e.g., repeated failure to meet course/rotation competencies, unsafe practice).
- Professional conduct issues that violate program or institutional standards, including but not limited to:
    - Breach of patient confidentiality or HIPAA violations
    - Dishonesty in documentation or communication
    - Disrespectful or disruptive behavior toward patients, peers, faculty, or staff
    - Failure to adhere to attendance, dress code, or communication expectations
    - Insubordination or failure to follow lawful directions of supervising faculty or preceptors
    - Unprofessional use of social media or electronic communication related to clinical or academic environments

Reference: Also see Academic Probation and Dismissal in the Graduate Nursing Handbook.

*Probation—How It's Assigned*
A student is placed on probation if any of the following occur:
1. Final Course score < 80% in any non-anesthesia course.
2. Documented safety, clinical performance, or professional conduct concerns.

*Probation—What's Required (Recommended Framework)*
- Faculty-approved Study/Performance Plan by student (submitted within 10 business days of probation notice) that includes:
    - Targeted objectives tied to deficiencies (didactic/clinical/professional).
    - Specific actions (e.g., tutoring, simulation/OSCE practice, skills labs, case logs, question banks, remediation modules).
    - Milestones and timelines (weekly checkpoints).
    - Assessment methods (exams/OSCEs, direct observation tools, chart audits).
    - Support team (course lead, clinical coordinator, advisor).
- Weekly faculty check-ins during the probation term with documented progress notes. Students will be responsible for coordinating with advisors.
- Duration: Typically, one semester (or until the next available course assessment that can demonstrate recovery), not to exceed 16 weeks without Program approval.

- Exit criteria from probation:
    - Course scores restored to ≥ 80% in all active courses.
    - Cumulative GPA ≥ 3.0.
    - Clinical/professional objectives met with no safety concerns.
    -

Note: A student may be placed on probation no more than twice during the program without Program Director approval.

*Probation Procedure*

1. Written notice of probation is issued to the student (with a plan template attached).
2. The Dean of the College of Nursing and Social Sciences is notified.
3. Student submits a faculty-approved Study/Performance Plan within 10 business days.
4. Weekly meetings occur with assigned faculty/preceptor; progress is documented.
5. If the student meets all exit criteria, probation is lifted and the student receives the earned course grades (if the course is still in progress, normal grading applies).
6. If the student fails to meet milestones or exit criteria, they fail the applicable course/rotation and are recommended for dismissal.

<u>Dismissal</u>

Policy: A student may be dismissed for:

- Failure to restore course performance to ≥ 80% and/or program GPA to ≥ 3.0 by probation deadlines.
- Unsafe or unethical behavior in academic or clinical settings.
- Unsatisfactory clinical performance compromises patient safety or fails to meet stated competencies.
- Failure to fulfill any term of the probation plan or conditions.
- Other program requirement failures as outlined in the Graduate Nursing Handbook.

Immediate dismissal will occur for:

- Working as a nurse anesthetist by title or function (without credentialing/licensure).
- Illicit drug use or being under the influence of alcohol during clinical or didactic activities.
- Initiating/administering anesthesia without supervision by a CRNA or anesthesiologist as required.
- Severe, unsafe, or unethical conduct.

Incomplete (I) Grades:

A student with an incomplete grade may not progress to the next level of the course until the grade is resolved. If the Incomplete is not resolved by the end of the next semester, the student is dismissed.

Readmission:

If dismissed, readmission is not guaranteed. Any petition for readmission will be reviewed by the Nurse Anesthesia Program Administration per institutional policy.

Withdrawal from the Nurse Anesthesia Program

Policy: A student who withdraws from the nurse anesthesia program for reasons other than academic failure or substandard clinical performance may be considered for readmission by the Anesthesia Program Administration. Students electing to withdraw from the Program will follow the policies and procedures of the Graduate Nursing Handbook.

DNP-NAP PROCEDURE TO APPEAL A DISMISSAL

The appeal procedure for academic dismissal is a closed, internal proceeding. As such, there is no institutional attorney or other representation at a hearing.

The decision to uphold the dismissal or to reinstate a student will be made in the sole or absolute discretion of the Dean of Nursing and Social Sciences.

Step 1. Following receipt of a letter of dismissal from the Lourdes DNP-NAP, the student has ten (10) calendar days to appeal the dismissal.

If the student wishes to appeal, the student must write a letter to the Dean of Nursing and Social Sciences with a corresponding copy to the NAPD. The appeal must cite an appropriate cause for consideration of the appeal, providing information on the reason(s) for reinstatement and substantial evidence or extenuating circumstances in support of reinstatement. Disagreements over evaluation of academic quality or the decision of the DNP-NAP to remove a student from clinical residency must first be appealed within the DNP-NAP.

Step 2. Within ten (10) calendar days of receipt of a student's appeal, the DNP-NAP will review the student's rationale for appeal and all relevant program data and inform the student in writing of a decision to uphold the dismissal or to reinstate the student.

Step 3. Within ten (10) calendar days of a DNP-NAP decision to uphold the dismissal, the Dean of the College of Nursing and Social Sciences will seek written input from the NAPD. The NAPD has ten (10) calendar days to respond with written input to the Dean of the College of Nursing and Social Services.

The Dean of the College of Nursing and Social Services will review the case, based upon the appeal and written input from the DNP-NAP. The Dean of the College of Nursing and Social Services may either 1) uphold the dismissal status or 2) reverse the decision of the DNP-NAP.

If the Dean of the College of Nursing and Social Services is satisfied that there is no basis for reinstatement and that the proceedings regarding the student have met the stated procedure, the appeal for reinstatement will be denied. If there is a reason to overturn the dismissal, the student will be reinstated on probation until such time as the student meets all academic and clinical requirements and meets the conditions of probation.

The decision of the Dean of the College of Nursing and Social Services is final. The decision will be conveyed in writing to the student and DNP-NAP.

Step 4. After exhausting all internal appeal procedures available within Lourdes University, the student may file a complaint with the Council on Accreditation (COA) only if the complaint relates to possible violations of the Council standards and/or policies and procedures. Details of the COA complaint process can be found on the COA website (www.coacrna.org).