



California State University
SAN MARCOS

School
of Nursing

**California State University San Marcos
College of Education, Health and Human Services
School of Nursing**



TBSN/ABSN/RN-BSN

Student Handbook

TABLE OF CONTENTS

SECTION 1 – SCHOOL OF NURSING

Mission and Vision Statement.....	2
Accreditation.....	2
Code of Ethics for Nurses.....	2
Goals of the Baccalaureate Program.....	3
Nursing Programs and Program Offerings.....	3
Undergraduate Nursing Students Policies and Procedures.....	3
Complio Requirements.....	3
Background Check, Drug Screening and Live Scan.....	3
Assessment Technologies Institute (ATI).....	4
ATI Comprehensive Predictor Assessment.....	4
Math Competency.....	4
Name Badges.....	4
Health Tote.....	4
Chain of Command.....	5

SECTION II – UNIVERSITY INFORMATION

University Catalog.....	5
CSUSM Policies and Procedures.....	5
Course Registration.....	5
Graduation Check Procedure.....	5

SECTION III – STUDENT SERVICES

Student’s Resources and Services.....	6
Writing Center.....	6
APA Guidelines.....	6
Disability Support Services.....	6
Re-Enrollment.....	6
Advisors.....	7
Civility Campaign.....	7

SECTION IV – ORGANIZATION and ACTIVITIES

Organization of The School of Nursing.....	8
Sigma Theta Tau International (STTI) Nursing Honor Society.....	8
National and Local Student Nurses Association.....	8

SECTION I - SCHOOL OF NURSING

The California State University San Marcos, The School of Nursing (SoN) resides within the College of Education, Health and Human Services. The SoN Student Handbook follows the California State University, San Marcos general catalog and is intended to facilitate student progress and success through the nursing program. The handbook is available on the Undergraduate Student Central (School of Nursing). The San Marcos campus admits traditional generic (TBSN) and Accelerated (ABSN) cohorts. The Temecula campus admits accelerated (ABSN) cohorts. RN-BSN students complete a fully online program.

Mission Statement

The mission of faculty and the staff of the School of Nursing is to prepare students for a career in professional nursing that focuses on assisting patients/clients to achieve health or health-related goals and to transition from a disease oriented to a health-oriented system of healthcare. Faculty assist students who acquire general knowledge from sciences and arts and specific knowledge and skills from nursing practice and theories to assume nursing leadership roles. These professional nursing roles are practiced as a provider of care, designer/manager/coordinator of care, member of the profession, teacher and advocate. Faculty articulate a philosophy of nursing in which nurses provide healthcare for culturally and ethnically diverse individuals, groups, families and communities.

Vision Statement

The School is a dynamic leader in the art and science of nursing and educates ethical and culturally sensitive nursing students to alleviate suffering and promote, preserve, and restore dignity for all patients. As such, the school creates and practices innovative models of instruction, generates cutting edge research and creative activities, and advocates for the health care needs in diverse regional and global communities. We are recognized as a quality and visionary educational environment that profoundly impacts faculty, students, staff, and the community while fostering collaborative and interdisciplinary approaches to holistic health care delivery. <https://www.csusm.edu/nursing/aboutus/mission-vision.html>

Licensure and Accreditation

The School of Nursing Traditional (TBSN) and Accelerated (ABSN) Baccalaureate programs are licensed by the California Board of Registered Nursing (BRN) and accredited by the American Association of Colleges of Nursing. More information on accreditation can be located at: <https://www.csusm.edu/nursing/aboutus/accreditation.html>

Code of Ethics for Nurses

The SoN follows the American Nurses Association (ANS) Code of Ethics. The standards can be located at: <https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/code-of-ethics-for-nurses/>

Goals of the Baccalaureates Program

The primary objectives of the baccalaureate-nursing programs are to prepare professional nurse generalists to serve as leaders who collaborate with other members of the health care team in providing compassionate care to individuals, families and groups in institutional and community settings, and establishing the foundation for graduate education in nursing. The curriculum is designed for self-directed study, creative expression and understanding of self and others. Throughout the nursing program there is an emphasis on critical thinking, synthesis and application of concepts drawn from the arts and humanities, natural, social, and medical sciences, personal and professional ethics and accountability.

Nursing Programs and Program Offerings

Information about program offerings, curriculum sequence, requirements, and licensure can be located at: <https://www.csusm.edu/nursing/programs/index.html>

San Diego and Riverside counties serve as clinical placement sites for both San Marcos and Temecula cohorts. TBSN and ABSN students from both campuses could travel long distances throughout both counties for clinical course rotations.

Undergraduate Nursing Student Policies and Procedures

The most current SoN policies, procedures and guidelines pertaining to the undergraduate nursing student can be located in Undergraduate Student Central.
<https://community.csusm.edu/course/view.php?id=98>

Complio Requirements

COMPLIO (Compliance & Immunization Management) <https://sdnahsec.complio.com> is utilized for students to upload the required documents before being allowed admission to the clinical laboratory experience. Examples of documents required are a negative TB skin test, evidence of immunization or titer results, and a current CPR certification.

Immunizations and vaccinations are available for minimal fees at the [Student Health Center](#), or they may be completed through the student's personal health care provider.

Currently, the CSU Chancellor's Office provides General Liability and Professional Liability for students enrolled in a Health Profession Practicum. This coverage is referred to as SPLIP (Student Professional Liability Insurance Program). Further information can be located at: <https://www.csusm.edu/risk/csueo.html>

Background Check, Drug Screening and Live Scan

All students are required to complete a Nursing Consortium background check and drug screen prior to their first nursing clinical course. The background check includes a state, county, and federal screening. For more information please see the Background check and Drug screening policy in the undergraduate student central: <https://community.csusm.edu/course/view.php?id=98> Some clinical

sites also require students to complete a Live Scan clearance. Should this occur faculty will direct you on the how to proceed.

Assessment Technologies Institute (ATI)

ATI is used by the CSUSM nursing program to assist students in preparing for the national licensure exam (NCLEX-RN) and to assist faculty in evaluating the school's curriculum. ATI offers web-based exams in eight major content areas tested on the NCLEX-RN. Throughout the curriculum you will take practice assessments as directed by faculty. Your scores on these practice assessments are used to identify your strengths and weaknesses in your nursing knowledge and critical thinking. This will help you identify the areas you need to spend extra time studying before taking the NCLEX-RN after you graduate. Students must register for the ATI program and purchase their ATI materials before starting at the SoN. Students are encouraged to utilize the ATI texts and supplemental materials to enhance understanding of curriculum topics.

ATI Comprehensive Predictor Assessment

As part of the ATI curriculum, an ATI comprehensive predictor assessment will be completed in your last semester of nursing school. In order for the SoN to release a student's academic record to the BRN for licensure, a benchmark score will need to be attained on this assessment.

Math Competency

SafeMedicate is a mandatory self-study program used to assess fundamental math skills and to progressively teach math skills necessary for safe medication administration. Students will be given information to order a license for SafeMedicate, during orientation or the nursing fundamentals course.

Students are required to pass the math competency exam in all clinical courses. Reference the Safe Medicate policy for additional information

Name Badges

Students are required to obtain an Official School of Nursing Picture ID badge at the Library Media Center on the second floor of Kellogg Library, or at the Temecula campus. Please mention that you are a nursing student when you request this additional ID as School of Nursing Font is larger. This special nursing ID must be worn at all times in clinical agencies and other field assignments. No pins, stickers or other decoration may be worn on the name badge.

Health Tote

The Health Tote must be purchased from the bookstore as it contains skills lab equipment, supplies and assessment tools that will be used throughout the program. This is a one-time purchase and students are expected to bring and use these materials during skills laboratory. Totes are not for resale and must be purchased "new" at the beginning of the nursing program. You can access the bookstore at: <https://www.bkstr.com/csusanmarcosstore/home/en>

Chain of Command

The SoN has an established chain of command in order to provide students with direction should any difficulties arise within their courses. If such difficulties cannot be reconciled with the initial faculty the student should then present the issue to the next faculty within the chain. Skipping steps in this chain of command is highly discouraged and could be considered unprofessional.

1st Clinical Course Faculty

2nd Course Coordinator

3rd Undergraduate Program Coordinator, SoN

4th Assistant Director, SoN

5th Director, SoN

SECTION II - UNIVERSITY INFORMATION

University Catalog

The current catalog is located at: <http://catalog.csusm.edu>. The catalog contains official policies, regulations, financial aid, scholarship, and admission requirements. Familiarity with university rules and regulations published in the catalog is the responsibility of the student.

CSUSM Policies and Procedures

The SoN follows the CSUSM Policies and Procedures. The current Policies, Procedures, and Guidelines Can be located at: https://www.csusm.edu/policies/active/sorted_az.html

Course Registration

TBSN students register for courses each term in their Student Center via <https://my.csusm.edu>
The Course Registration Numbers (CRN) for clinical courses are posted in SoN Undergraduate Student Central prior to the start of each semester. Students are accountable to register for the correct CRN.

ABS and RN-BSN students will be registered into their courses by the advisors within Extended Learning.

Graduation Check Procedure

The Nursing Advisors will complete the Graduation Evaluations for all Nursing Students. Students must apply to graduate by the published graduation application deadlines located at: <http://www.csusm.edu/enroll/graduation/>

SECTION III- STUDENT SERVICES

Student Resources and Services

The university provides a wide array of services and activities for students, which can be explored through the following link: <https://www.csusm.edu/students/index.html>

A School of Nursing designated librarian is available to assist students with projects and library research and can be contacted through the library. The nursing database can be located at: <https://biblio.csusm.edu/content/nursing-databases>

Writing Center

The Writing Center's mission is to be a welcoming learning environment where certified student consultants offer constructive guidance to all writers of all levels at all stages of the writing process. Through one-on-one or small group sessions, we discuss various strategies, instill confidence, provide resources, and encourage critical thinking.

<https://www.csusm.edu/writingcenter/index.html>

APA Guidelines

Formal papers in nursing classes will be written following the guidelines in the most current edition of the Publication Manual of the American Psychological Association (APA). The book should be purchased and kept as a reference. As self-directed learners, students are responsible for learning APA and should utilize both their APA manual as well as the CSUSM writing center.

Disability Support Services

Consistent with CSUSM's goals, the Office of Disability Support Services (DSS) has been designated to provide services and accommodations to students with disabilities to ensure that they have both equal opportunity and access in their educational pursuits. The office will assist students in determining what accommodations might be needed to enable students to meet the standards.

<https://www.csusm.edu/dss/index.html>

Re-Enrollment

If situations arise that might prevent or prohibit a student from proceeding through the nursing course sequence with their cohort, the student should reference the Re-Enrollment Policy and Procedure which can be located in Undergraduate Student Central.

<https://community.csusm.edu/course/view.php?id=98>

Advisors

Advisors are available to assist students with: Course selection and sequencing of courses; course equivalencies for courses completed elsewhere; any academic problems being encountered, and the evaluation of graduation requirements. The Advisors are available on a year-round basis to give assistance to current students. Drop-In advising is available to students for the first two weeks of each term (fall and spring). For appointments and Further information please use the following phone numbers and web pages. When calling for an appointment, please state your last name as this will direct the office to pass you on to your appropriate advisor.

San Marcos cohorts ABSN, RN-BSN call: (760) 750-4020

Email: el@csusm.edu

<https://csusm.edu/el/degreeprograms/absn/advising.html>

San Marcos cohorts TBSN call: (760) 750-4277

Email: cehhs-ss@csusm.edu

<https://www.csusm.edu/cehhs/studentervices/undergraduate/index.html>

Temecula cohorts ABSN call: (760) 750-8730

<https://csusm.edu/el/degreeprograms/absn/advising.html>

Civility Campaign

The SoN follows CSUSM civility campaign. The mission of the Civility Campaign is to engage CSUSM students, faculty, and staff in learning opportunities to create a community that navigates social justice issues and multiple perspectives through self-reflection, care, respect, and empathy while acknowledging the culture and humanity of others. Please use the following link to read, learn and then follow the CSUSM civility campaign. <https://www.csusm.edu/civility/about/index.html>

SECTION IV - ORGANIZATION and ACTIVITIES

Organization of The School of Nursing

The School of Nursing has numerous committees that meet regularly. The school committees' function as fact-finding, advisory, and coordinating bodies consistent with university and college policies. A student and an alternate from each program (TBSN, ABSN, RN-BSN) may volunteer each academic year to represent the student body in the Curriculum or Program Assessment and Evaluation committees. As a committee member, students who attend meetings are not voting members but are valued for their ability to articulate the views of the student body and to enhance two-way communication between the faculty and students. Students are highly encouraged to join a committee.

Sigma Theta Tau International (STTI) Nursing Honor Society

Phi Theta is the CSUSM chapter of *Sigma Theta Tau International* (STTI) which was chartered at CSUSM SON in April 2011. Its purposes are to: 1) recognize superior achievement, 2) recognize the development of leadership qualities, 3) foster high professional standards, 4) encourage creative work, and 5) strengthen commitment to the ideal and purposes of the profession. STTI chapter officers may be any active member of the chapter. Several academic and community service events will be held each year sponsored by Phi Theta. Students eligible to join this nursing honor society will receive an invitation to join from STTI. To learn more about STTI, consult the website at:

<https://www.csusm.edu/orgs/sigmathetatau.html>

National Student Nurses Association

With a membership of approximately 50,000 nationwide, the National Student Nurses' Association mentors the professional development of future nurses and facilitates their entrance into the profession by providing educational resources, leadership opportunities, and career guidance. NSNA members have an opportunity to maximize their leadership potential and thus enhance their career development. Self-governance opportunities are available at the school, state and national levels.

Information about the CSUSM Chapter of NSNA can be located at:

<https://www.csusm.edu/orgs/csusmstudentnursesassociation.html>

Top ten reasons to join the CSUSM Chapter of NSNA:

- To Have A Voice
- Passion for the Profession
- Leadership Opportunities
- Broadening Knowledge
- Career Building
- The NSNA Convention
- Benefits
- Access to Professional Role Models
- Community Outreach
- Share the experience