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Section I: The School of Nursing Welcome!

We want you to have a challenging, rewarding and enriching educational experience with us. This handbook was prepared at the suggestion of fellow students as a supplement to the current Graduate Announcements. The Graduate Announcements is an important source of information about academic policies and should be referred to whenever you have questions. The faculty and staff will assume that you are familiar with this information, so please take a few minutes of your time to locate and review them on the Graduate School webpages. Best wishes in your studies at the School of Nursing and Clemson University!

School of Nursing Faculty and Staff

The School of Nursing Overview

The School of Nursing is an integral part of Clemson University, a land grant, state supported institution of higher learning. The School is committed to the purposes of the university which are teaching, research and service to the people of South Carolina, the nation and the world. The goal of Clemson University School of Nursing is to prepare nurses for professional practice and leadership, and to advance nursing knowledge.

In a climate of rapid changes in the health care system, driven by control of costs of health care, nursing is recognized historically and currently as a major health care provider in health promotion, health maintenance and rehabilitation. Nurses have more sustained contact with recipients of health care than any other health care professional. They are often the first responders to health care problems of the public. In addition to being the provider of direct care and the manager of health care provided by others, nurses are the advocates, teachers and counselors for health care recipients. Nurses are increasingly involved in complex decisions crucial to the life and safety of patients. They accept greater responsibility for care, which was previously assumed by other disciplines. As a result of these rapid changes in the health care system, the complexity of nursing practice has increased significantly. Thus, a broad and in depth educational experience is needed to prepare the professional nurse of the future.

The School of Nursing contributes to the improvement of the health and quality of life of South Carolinians through its related activities in teaching, research and service. The School of Nursing is directed by Dr. Rosanne Pruitt, Director and Associate Dean, who is responsible for the bachelor's and master's programs in nursing and Interdisciplinary PhD in Healthcare Genetics.

The College of Health, Education, and Human Development is headed by Dr. Lawrence R. Allen, Dean. The College of Health, Education and Human Development is comprised of the academic units of Nursing, Education, Public Health and Parks, Recreation & Tourism Management.
Accreditation

Clemson University is accredited by the Commission on College of the Southern Association of Colleges and Schools to award the Bachelor’s, Master’s, Education Specialist, and Doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call at 404-679-4500 for questions about accreditation of Clemson University. The School of Nursing programs are accredited by:

Commission on Collegiate Nursing Education (CCNE)
One Dupont Circle NW, Suite 530
Washington, DC 20036-1120
(202) 887-6791

Statement of Equal Opportunity

The School of Nursing follows the University policy in conducting its programs and activities involving admission and treatment of students, employment, teaching, research and public service in a non-discriminatory manner. “Clemson University does not discriminate against any individual or group of individuals on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation or veteran's status.”

ADA Guidelines

The School of Nursing complies with federal ADA guidelines. Any student who requires accommodation should contact Clemson University’s Student Disability Services (SDS). If a nursing student or applicant believes that he or she cannot perform the above standards satisfactorily without reasonable accommodation, then he or she should register with Clemson University’s Student Disability Services (SDS). It is the student’s responsibility to request the accommodation in a timely manner; the university is not required to give retroactive application to any accommodation requested or granted. Upon receipt of any request for accommodation SDS will request that the student provide the appropriate and necessary documentation to confirm the disability. Once the disability is confirmed, SDS will determine the appropriate accommodations and either provide for or arrange such reasonable accommodations, academic adjustments, and/or auxiliary aids and services for students. The student is responsible for maintaining contact with SDS and for working with faculty to plan appropriate learning experiences.
Clemson University School of Nursing Organizational Structure

Programs leading to the baccalaureate and master’s degree in nursing are implemented by faculty in the School of Nursing. The PhD is interdisciplinary and based in the School of Nursing. Current Administration includes a Director and five faculty program coordinators: Undergraduate (BS, Nursing), Accelerated Second Degree, RN-BS, Graduate (MS, Nursing), & Doctorate (iPhD, Healthcare Genetics).

Community Advisory Board

Ann Wetsel
Interim Director
School of Nursing

Executive Council

Janice Martin
Admin. Assistant

Robin Metler
HR & Clinical Coordinator

Nancy Watkins
Admin. Assistant

Faculty Council

Deborah Willoughby
Undergraduate Coordinator

John Whitcomb
Accelerated 2nd Degree Program

Stephanie Davis
Graduate Coordinator

Julie Eggert
Doctoral Coordinator

John Whitcomb
RN/BS Coordinator

Kimberly Finley
Student Services Coordinator (Undergraduate)

*Hillarie Brown
Student Services Coordinator (Graduate and Accelerated 2nd Degree Program)

*Ellen Chiles
Student Services Coordinator (RN/BS, Doctoral Students, and Healthcare Genetics PhD)

* Support for University Center of Greenville - Cynthia Mihalchick
Important Contact Information

Dr. Brett Wright, Interim Dean, College of HEHD, 864.656.7640, wright@clemson.edu
Dr. Ann Wetsel, Interim Director, School of Nursing, 864.656.5527, mwetsel@clemson.edu

School of Nursing Coordinators

Dr. Stephanie Davis, Graduate Coordinator, 864.656.1511, stephad@clemson.edu
Dr. Julie Eggert, iPhD Coordinator, 864.656.7938, jaegger@clemson.edu
Dr. John Whitcomb, Accelerated Second Degree Coordinator, 864.656.1741, jwhitco@clemson.edu
Dr. Deborah Willoughby, Undergraduate Coordinator, 864.656.1437, willoud@clemson.edu

Support Staff

Hillarie Brown, Student Service Program Coordinator, Graduate and Accelerated Second Degree Programs 864.250.6702, hillari@clemson.edu

Cynthia Mihalchick, Administrative Assistant and Clinical Coordinator, all programs 864.250.6701 mihalch@clemson.edu

Additional Resources

Chris Colthorpe, Resource Librarian for Nursing, Clemson Main Library, 864.656.0694, colthor@clemson.edu

Mike Namaranian, CU Bookstore, 864.656.2050, mnamar@clemson.edu
The School Of Nursing

The School of Nursing is an integral part of Clemson University, a land-grant, state-supported institution of higher learning. The School is committed to teaching, research, and service to the public of South Carolina, the nation and the world. The goal of the Clemson University School of Nursing is to prepare nurses for professional practice, leadership in health care, and to advance nursing knowledge.

Mission

The mission is to provide a scholarly center of learning that prepares nurses and other professionals at the baccalaureate and graduate levels who can advance scientific knowledge and evidence-based practice through research and outreach.

The academic culture of the school values integrity, intellectual curiosity, ethical decision-making, diversity, interdisciplinary collaboration in the art and science of human caring.

To fulfill this mission, the School of Nursing and interdisciplinary faculty seek to instill in each student an understanding of and capacity for scholarship, independent critical judgment, academic rigor, and intellectual honesty. It is the joint responsibility of faculty and doctoral students to work together to develop these traits through relationships that encourage freedom of inquiry, demonstrate personal and professional integrity, and foster mutual respect. High quality doctoral education depends upon the professional and ethical conduct of both faculty and students.

Vision

The primary vision of the School of Nursing is to be the leading innovative center engaged in preparing nurses and other professionals for leadership, scholarship and practice to improve the health of people in SC and the global community.

Goals

- To prepare practitioners from diverse backgrounds at baccalaureate and graduate levels for nursing practice and leadership in a dynamic health care environment.
- To promote a creative and collaborative environment for scholarship and research.
- To develop innovative nurse leaders with diverse experiences who engage in service that improves the health and quality of life of people of South Carolina and the global community.
- To sustain cultural diversity among faculty, students, and staff within a mutually respectful, professional environment.
Section II: Purpose, Objectives, and Curriculum Information

The Master of Science Degree Program Overview

The Master of Science degree program with a major in Nursing is designed to build upon the first professional degree. The student acquires knowledge and skills in advanced nursing and may select a specialty in one of the five areas of study. Specialty options are available for nurse practitioners (NP), nursing administration, and nursing education. The graduate program articulates with the baccalaureate program in the continued acquisition of advanced nursing knowledge and skills of the specialist. Theory, research, and role development are emphasized to enable the graduate to participate in the development of nursing knowledge and contribute to the advancement of the nursing profession. Specialization builds toward advanced specialties in selected clinical practice and role areas. Thesis or Clinical Research (non-thesis) options are available. The required credit hours vary from 34-51 depending upon the option chosen by the student. The objectives of the Master of Science degree program with a major in nursing are to provide graduates with the ability to:

1. Integrate advanced knowledge from nursing and related disciplines into a specialized area of nursing practice;
2. Demonstrate competence in a selected functional role of clinical specialist, nurse practitioner, educator or administrator;
3. Evaluate and apply research findings from nursing and related disciplines to an advanced nursing specialty;
4. Participate in the development of nursing knowledge by identifying researchable nursing problems, conducting research and selectively integrating research findings in advanced nursing practice;
5. Utilize leadership, management, and teaching knowledge and competency to influence nursing practice;
6. Participate as a leader to influence health policy and improve the health care delivery system; and
7. Contribute to the advancement of the nursing profession.

Admission Requirements

Applicants will complete the on-line Graduate School application, be graduates of nationally accredited baccalaureate nursing programs, have an undergraduate Grade Point Average (GPA) of 3.0 or higher, and will submit official transcripts from all nursing programs, Graduate Record Examination (GRE) General Test scores in verbal reasoning, quantitative reasoning and analytical writing, two letters of recommendation (nursing faculty and supervising health care professional colleague), TOEFL (if applicable), and evidenced of having completed an undergraduate statistics course, undergraduate computer course and/or demonstrate evidence of current basic computer skills, and undergraduate health assessment course/or demonstrate evidence of current basic client health assessment skills. In addition, students must document recent significant clinical practice for all advanced nursing practice options, which is defined as 600 hours during the 12 months prior to acceptance into the program of hands on, direct nursing care. Nursing administration majors must also complete undergraduate courses in accounting or the equivalent.
Sample Curriculum Plan for
Family Nurse Practitioner (FNP), Major Code MS-NURS-5_E073

Full Time

Summer One
NURS 8060: Advanced Assessment for Nursing 3(2,3)
Or
NURS 8090: Pathophysiology for Advanced Nursing 3(3,0)

Fall One
NURS 8040: Knowledge Development in Advanced Nursing 2(2,0)
NURS 8050: Pharmacotherapeutics for Advanced Nursing 3(3,0)
NURS 8060 or NURS 8090

Spring One
NURS 8010: Advanced Family and Community Nursing 3(3,0)
NURS 8080: Nursing Research Statistical Analysis 2(2,0)
NURS 8190: Developing Family 4(2,6) *
NURS 8210: Adult 4(2,6) *

Summer Two
NURS 8070: Nursing Research Design and Methods 3(3,0)

Fall Two
NURS 8200: Child and Adolescent 4(2,6) *
NURS 8220: Gerontology 4(2,6) *

Spring Two
NURS 8230: Nurse Practitioner Clinical Practicum 6(0,18) *
NURS 8480: Health Care Policy and Economics 3(3,0)
NURS 8850: Mental Health of Adults 2(2,0) or NURS 831: Clinical Research 3(3,0)

Requirement
NURS 8310 Clinical Research 3(3,0)
OR
NURS 8850 Mental Health of Adults 2(2,0) - Non Paper Option 2(2,0)

Total Credits 46-47

NOTE:
Clinical hours are in parenthesis.
See course descriptions for pre/co requisites
See Master Plan for course offering schedule.
Two courses per semester recommended.

Completion of this specialty prepares students to take the national Family Nurse Practitioner Certification exam, offered by the American Nurses Credentialing Center & American Academy of Nurse Practitioners.
SAMPLE CURRICULUM PLAN FOR
ADULT/GERONTOLOGY NURSE PRACTITIONER (ANP/GNP)
MAJOR CODE MS-NURS-5_E074
Full Time

Summer One
NURS 8060: Advanced Assessment for Nursing 3(2,3)

Fall One
NURS 8040: Knowledge Development in Advanced Nursing 2(2,0)
NURS 8050: Pharmacotherapeutics for Advanced Nursing 3(3,0)
NURS 8090: Pathophysiology for Advanced Nursing 3(3,0)
NURS 8820: Primary Care of Elders 4(2,6)—odd years only

Spring One
NURS 8010: Advanced Family and Community Nursing 3(3,0)
NURS 8080: Nursing Research Statistical Analysis 2(2,0)
NURS 8210: Adult 4(2,6) *
NURS 8840: Mental Health of Adults 4(2,6) *

Summer Two
NURS 8070: Nursing Research Design and Methods 3(3,0)

Fall Two
NURS 8180: Developing Family 2(2,0) or NURS 831: Clinical Research 3(3,0)
NURS 8220: Gerontology 4(2,6) *

Spring Two
NURS 8230: Nurse Practitioner Clinical Practicum 6(0,18) *
NURS 8480: Health Care Policy and Economics 3(3,0)
NURS 8500: Information & Control Systems for Nursing Leadership 3(3,0)

Spring (even years)
NURS 8840 Mental Health & Illness of Adults 4(2,6)

Fall (even years)
NURS 8820 Primary Care for Elders 4(2,6)

Requirement
NURS 8180 Developing Family 2(2,0)
OR
NURS 8310 Clinical Research 3(3,0)

Total Credits 49-50

NOTE: Clinical hours are in parenthesis. See course descriptions for pre/co requisites.
See Master Plan for course offering schedule. Completion of this specialty prepares students to take
the national Adult Nurse Practitioner Certification exam, offered by the American Nurses
Credentialing Center & American Academy of Nurse Practitioners.
SAMPLE CURRICULUM PLAN FOR
NURSING ADMINISTRATION OPTION
MAJOR CODE MS-NURS-5
Full Time

<table>
<thead>
<tr>
<th>Term</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits (Class, Clinical)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall One</td>
<td>NURS 8040</td>
<td>Knowledge Development in Advanced Nursing</td>
<td>2(2,0)</td>
</tr>
<tr>
<td></td>
<td>NURS 8250</td>
<td>Leadership in Health-Care Systems</td>
<td>3(3,0)</td>
</tr>
<tr>
<td></td>
<td>PROGRAM ELECTIVES**</td>
<td></td>
<td>3(3,0)</td>
</tr>
<tr>
<td>Spring One</td>
<td>NURS 8080</td>
<td>Nursing Research Statistical Analysis</td>
<td>2(2,0)</td>
</tr>
<tr>
<td></td>
<td>NURS 8260</td>
<td>Quality &amp; Outcomes Management in Health-Care</td>
<td>4(3,3)</td>
</tr>
<tr>
<td></td>
<td>NURS 8480</td>
<td>Health Care Policy and Economics</td>
<td>3(3,0)</td>
</tr>
<tr>
<td></td>
<td>NURS 8500</td>
<td>Information &amp; Control Systems for Nurs Leadership</td>
<td>3(3,0)</td>
</tr>
<tr>
<td>Summer One</td>
<td>NURS 8070</td>
<td>Nursing Research Design and Methods</td>
<td>3(3,0)</td>
</tr>
<tr>
<td>Fall Two</td>
<td>NURS 8460</td>
<td>Health-Care Financial Management</td>
<td>3(3,0)</td>
</tr>
<tr>
<td>Semester Four</td>
<td>NURS 8470</td>
<td>Internship</td>
<td>3(1,6)</td>
</tr>
<tr>
<td></td>
<td>PROGRAM ELECTIVES**</td>
<td></td>
<td>3(3,0)</td>
</tr>
<tr>
<td>Requirement</td>
<td>NURS 8310</td>
<td>Clinical Research</td>
<td>3(3,0)</td>
</tr>
</tbody>
</table>

**Total Credits 34**

**NOTE:**
Credits are followed by class and clinical hours in parenthesis.

Program Electives: Students should select courses essential for developing the skills needed in the student’s future role in Nursing Administration. Options are to be approved by the student’s advisor. See Master Plan for course offering schedule.

**NOTE:**
Program Prerequisites

Undergraduate Basic Accounting is required prior to taking Nursing 846.

Graduates of this option are eligible for the national certification exam for Nursing Administration (ANCC)
SAMPLE CURRICULUM PLAN FOR NURSING EDUCATION OPTION
MAJOR CODE MS-NURS-5
Full Time

**Summer One**
NURS 8060: Advanced Assessment for Nursing 3(2,3)
Or
NURS 8090: Pathophysiology for Advanced Nursing 3(3,0)

**Fall One**
NURS 8040: Knowledge Development in Advanced Nursing 3(3,0)
NURS 8050: Pharmacotherapeutics for Advanced Nursing 3(3,0)
NURS 8060: Advanced Assessment for Nursing 3(2,3)
Or
NURS 8090: Pathophysiology for Advanced Nursing 3(3,0)

**Spring Two**
NURS 8010: Advanced Family and Community Nursing 3(3,0)
NURS 8080: Nursing Research Statistical Analysis 2(2,0)
NURS 8480: Health Care Policy and Economics 3(3,0)

Select one clinical management course from either Spring or Fall:
NURS 8190: Developing Family 4(2,6)
NURS 8200: Child & Adolescent 4(2,6)
NURS 8210: Adult (offered Spring only) 4(2,6)
NURS 8220: Gerontology (offered Fall only) 4(2,6)
NURS 8820: Primary Care for Elders (TBA) 4(2,6)
NURS 8840: Mental Health & Illness of Adults (TBA) 4(2,6)

**Spring (even years)**
NURS 8270: Foundations of Nursing Education 3(3,0)

**Summer (even years)**
NURS 8140: Instructional Technologies for Nursing Educators 3(3,0)—online

**Fall (even years)**
NURS 8280: The Nurse Educator 3(2,3)

**Requirement:**
NURS 8310: Clinical Research Problem 3(3,0)
Or
NURS 8850: Mental Health of Adults 2(2,0)

Total: 36-39

**NOTE:** Class and clinical hours in parenthesis follow credits. See course descriptions for pre/co-requisites. Student will be able to select from one of the following: N8190, N8200, N8210, N8220, N8820 or N8840. See Master Plan for course offerings. Education courses are spring, summer and fall in even years. Graduates of this option are eligible for the national certification exam for Nurse Educator with teaching experience (NLNAC)
### MASTER PLAN

#### Fall Semester (Offered yearly)
- **NURS 8040** Knowledge Development in Advanced Nursing
- **NURS 8050** Pharmacotherapeutics for Advanced Nursing
- **NURS 8060** Advanced Assessment for Nursing
- **NURS 8090** Pathophysiology for Advanced Nursing
- **NURS 8190** Developing Family
- **NURS 8200** Child & Adolescent
- **NURS 8220** Gerontology

#### Summer (Offered yearly)
- **NURS 8060** Advanced Assessment for Nursing
- **NURS 8090** Pathophysiology for Advanced Nursing
- **NURS 8070** Nursing Research Design and Methods

#### Spring Semester (Offered yearly)
- **NURS 8010** Advanced Family & Community Nursing
- **NURS 8080** Nursing Research Statistical Analysis
- **NURS 8190** Developing Family
- **NURS 8200** Child & Adolescent
- **NURS 8210** Adult
- **NURS 8230** Nurse Practitioner Clinical Practicum
- **NURS 8480** Health Care Policy and Economics
- **NURS 8500** Information & Control Systems for Nursing Leadership

#### Specialty Courses Offered in Sequence Every Other Year (contingent on enrollment)

**Spring (even years)**
- **NURS 8270** Foundations of Nursing Education
- **NURS 8300** Clinical Specialty Practicum in Nursing
- **NURS 8820** Primary Care for Elders

**Summer (even years)**
- **NURS 8140** Instructional Technologies for Nursing Educators

**Fall (even years)**
- **NURS 8280** The Nurse Educator
- **NURS 8840** Mental Health & Illness of Adults

**Fall (odd years)**
- **NURS 8290** Theories and Models of Clinical Specialization

**Contingent Upon Enrollment**
- **NURS 8250** Leadership in Health-Care Systems
- **NURS 8260** Quality and Outcomes Management in Health-Care
- **NURS 8460** Health Care Financial Management
- **NURS 8470** Internship

**Requirement (scheduled with Major Advisor)**
- **NURS 8180** Developing Family
- **NURS 8310** Clinical Research
- **NURS 8850** Mental Health of Adults
COURSE DESCRIPTIONS

Nursing 8010: Advanced Family and Community Nursing 3(3,0)
Developmental, psychodynamic, social-political, and cultural theories and concepts are synthesized and applied to the analysis of health and illness in communities and in families across the life cycle. Roles and functions of advanced practice nurses in promoting community health and family health are examined.

Nursing 8040: Knowledge Development in Advanced Nursing 2(2,0)
Nursing theories and theories relevant to nursing practice and research; processes of theoretical thinking and critical thinking are applied to health problems and needs of individuals and their families in the community; theoretical and conceptual models of contemporary practice and research.

Nursing 8050: Pharmacotherapeutics for Advanced Nursing 3(3,0)
Prescription administration and patient/family education in use of pharmacological agents emphasizing drugs prescribed for common or chronic illnesses; drug selection; adverse drug reactions; age-related differences in utilization; regulations affecting nurse's prescriptive authority. Prerequisites: NURS 8090 or consent of instructor.

Nursing 8060: Advanced Assessment for Nursing 3(2,3)
Comprehensive assessment and diagnosis of health problems and status for individuals of all ages, including assessment of families; physical and laboratory/radiologic diagnostic assessments; directed laboratory experiences in advanced assessment of clients of several ages. Prerequisite: Undergraduate assessment and NURS 8090 or consent of instructor.

Nursing 8070: Nursing Research Design and Methods 3(3,0)
Quantitative and qualitative research methodologies useful and appropriate to clinical nursing practice and for the development of nursing knowledge; ethics with human subjects; does not include thesis advisement. Students must select chairperson prior to enrollment. Prerequisites: NURS 8040, 8080.

Nursing 8080: Nursing Research Statistical Analysis 2(2,0)
Quantitative research methods in nursing science including basic elements of statistical design with a focus on the use of nursing informatics and computer applications. Prerequisites: Undergraduate statistics course.

Nursing 8090: Pathophysiology for Advanced Nursing 3(3,0)
Human response to health alterations as they impact nursing knowledge and practice; recognizing the manifestations of health alterations and developing nursing interventions accordingly.

Nursing 8140 Instructional Technologies for Nursing Educators 3(3,0)
Provides novice and experienced nurse educators an opportunity to integrate emerging instructional technologies. Covers theories and trends that support the use of technologies for the enhancement of teaching and learning. Emphasized the integration of education technologies and the evaluation of current technologies to enhance instruction.
Nursing 8180: Developing Family Nursing 2(2,0)
Theories and concepts related to nursing management in the care of developing families; critical thinking applied to health problems and needs of developing families, before, during and immediately following pregnancy; application of related nursing issues and current research. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

Nursing 8190: Developing Family Nursing 4(2,6)
Theories and concepts related to nursing management in the care of developing families; critical thinking applied to health problems and needs of developing families, before, during and immediately following pregnancy; application of related nursing issues and current research; clinical practice with developing families in a variety of settings. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

Nursing 8200: Child and Adolescent Nursing 4(2,6)
Advanced nursing roles and functions applied to health promotion, health maintenance, health restoration, habilitation, and rehabilitation of infants, children, and adolescents with existing or potential health problems; critical thinking used to assess, diagnose, intervene, and promote continuity of care with clients of these ages irrespective of setting. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

Nursing 8210: Adult Nursing 4(2,6)
Roles and functions embodied in advanced practice applied to the health promotion, and clinical management of common or chronic health problems of adults within the context of family; clinical practice with adult clients in a variety of settings. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

Nursing 8220: Gerontology Nursing 4(2,6)
Roles and functions of advanced practice applied to the preventive, restorative and rehabilitative care of the older adult with existing or potential health problems; clinical practice in a variety of settings. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

Nursing 8230: Nurse Practitioner Clinical Practicum 6(0,18)
Guided practice applying advanced nursing knowledge in family nursing and advanced practice roles (clinical nurse specialist, case manager, and/or practitioner); joint preceptor and faculty guidance and supervision in the care of selected populations in a variety of health care settings. Prerequisites: FNP track: NURS 8190, 8200, 8210, 8220; GNP track: NURS 8220, 8820, NURS 8840; A/GNP track: Nursing 8210, 8220, 8820, 8840.

Nursing 8250: Leadership in Health-Care Systems 3(3,0)
Examines health-care systems and delivery across the continuum. Emphasizes complexity, influence of internal and external environments, assessment of strengths and opportunities, strategic planning, leadership theories, and leading change. Explores implications for middle and executive level health-care leaders. Prerequisites: NURS 8040 or consent of instructor.

Nursing 8260: Quality and Outcomes Management in Health-Care 4(3,3)
Examines the science of systems improvement including the models, methods, and tools of process analysis and improvement applied to health-care. Emphasis is on designing outcome and evidence-based safe and efficient processes and workflows to achieve customer satisfaction and targeted outcomes. Practicum with quality experts permits guided application of classroom content. Prerequisites: NURS 8250 or consent of instructor.
**Nursing 8270: Foundations of Nursing Education** 3(3,0)
Exploration of the foundations of nursing education. Emphasizes curriculum development in nursing for the collegiate or continuing education areas. Current issues and research that influence nursing education. Prerequisites: Graduate standing in nursing.

**Nursing 8280: The Nurse Educator** 3(2,3)
Roles and functions of nurse educators applied to education of nurses and nursing students in collegiate and continuing education nursing education programs; current issues and research in classroom, laboratory, and continuing education programs. A teaching practicum is required. Prerequisite: NURS 8270 or consent of instructor.

**Nursing 8290: Theories and Models of Clinical Specialization** 3(3,0)
Caregiver, researcher, manager, teacher and consultant roles of the clinical nurse specialist in a variety of settings; theories, models, and health care issues underlying the role of clinical nurse specialist. Prerequisites: NURS 8040, CNS graduate option, or consent of instructor.

**Nursing 8300: Clinical Specialty Practicum in Nursing** 6 (0,18)
Advanced practice in a selected clinical specialty area in nursing that emphasizes application of the clinical specialist role. Prerequisites: NURS 829 and one of the following: NURS 8190, 8200, 8210, 8220, 8820, 8840, or consent of instructor.

**Nursing 8310: Clinical Research** 1-3 (1-3,0)
Critical thinking and methodologies of scientific inquiry applied to clinical issues/problems encountered in advanced nursing practice. May be repeated for a maximum of three credits. To be taken on Pass/Fail basis. Prerequisites: NURS 8040.

**Nursing 8460: Healthcare Financial Management** 3(3,0)
Analysis of financial theory and practice for health-care executives. Includes methods of financial reporting and defines accounting practices for decision making and operating activities. Includes processes for measuring and reporting financial information, analysis, interpretation, and use of financial information for planning and controlling the health-care business. Prerequisites: Undergraduate accounting.

**Nursing 8470: Internship** 3(1,6)
Guided practice to apply advanced nursing knowledge in nursing administration in the advanced practice role; joint preceptor and faculty guidance and supervision in the administrative management and care with selected populations in a variety of health care settings. Prerequisites: NURS 8250, 8260, 8460 or consent of instructor.

**Nursing 8480: Health Care Policy and Economics** 3(3,0)
Reciprocal relationship between client, community, health care system, sociocultural and economic variables, and policy making; analysis and synthesis of these relationships and their impact on the role and responsibility of the advanced practice nurse and nurse administrator. Prerequisites: Graduate standing or consent of the instructor.

**Nursing 8500: Information and Control Systems for Nursing Leadership** 3(3,0)
Computer-based systems of information management and control for nursing environments. Explores data needed for cost-efficient use of nursing resources and effective systems of monitoring, quality assurance, and control; information systems as tools useful to humanistic
nursing practice, human resource management, and solution of professional and scientific problems. Prerequisites: Graduate standing or consent of instructor.

**Nursing 8790: Special Topics in Nursing** 1-3 (1-3, 0-9)
In-depth seminar on selected topics such as therapeutic communication, legal and ethical issues in nursing, and health care and political process in health. Pre requisites: Consent of instructor.

**Nursing 8820: Primary Care for Elders** 4(2,6)
Application of the roles and functions of advanced practice in the management of frailty in old age; prevention of early disability and dependence; maintenance of function, independence and self-care; cultural, social, and ethical issues. Prerequisites: NURS 8010, 8040, 8050, 8060, 8090.

**Nursing 8840: Mental Health and Illness of Adults** 4(2,6)
Psychosocial, developmental, spiritual and cultural theories are synthesized and applied to the analysis of mental health and illness in adulthood; Considers roles and functions of advanced practice nurses in promoting the mental health of adults and their families. Clinical practice in the community is incorporated. Prerequisites: NURS 8040, 8050, 8060, 8090.

**Nursing 8850: Mental Health and Illness of Adults** 2(2,0)
Psychosocial, developmental, spiritual and cultural theories are synthesized and applied to the analysis of mental health and illness in adulthood; Considers roles and functions of advanced practice nurses in promoting the mental health of adults and their families. Prerequisites: NURS 8040, 8050, 8060, 8090.

**Nursing 8890: Special Problems in Nursing** 1-6(1-6,0)
Problems selected to meet special and individualized interests of students. Up to 6 hours of NURS 8890 may be taken as elective credit. Prerequisite: Consent of instructor.

**Nursing 8910: Master's Thesis Research** 1-12
Research activities related to thesis; minimum of 6 hours required. Prerequisites: NURS 8040.

**Nursing 9010: Advances in Human Genetics** 3(3,0)
Overview of the disciplines and content areas related to advances in human genetics/genomics. Topics include aspects of biochemical, molecular, population genetics and cytogenetics as they relate to genomic health care. Bioinformatics is addressed, incorporating the use of genetic databases for research and clinical settings.

**Nursing 9030: Interdisciplinary Research** 1 (1,0)
Examination of interdisciplinary research in the life sciences as a means of integrating information, date, techniques, tools, perspectives, concepts, and/or theories from two or more disciplines or bodies of specialized knowledge to advance knowledge development or solve problems. Prerequisite: Consent of instructor.

**Nursing 9050: Genomics, Ethics, and Health Policy** 3(3,0)
Designed for health-care professionals. Analyzes relationships among political climate, policy design, and government action as related to ethical, legal, and social issues surrounding availability of genetic information. Examines an ethical perspective and outcomes on health policies relating to genomic issues as well as contemplated actions based on new medical techniques. Prerequisite: Consent of instructor.
Nursing 8890 Guidelines  
Special Problems in Nursing  
(Independent Study)  

1. Prior to registration for NURS 8890, the student will seek approval from a faculty member who agrees to guide the experience.  
2. Student will formulate objectives, plan of study, and evaluation methods in consultation with the faculty member.  
3. A copy of the above will be submitted to the School of Nursing Director within 3 weeks of the beginning of the semester.  

Clinical Hours  
The ratio of clock to credit hours is 3 to 1 (3:1) in all graduate clinical courses.  

Dropping a Course  
It is the students’ responsibility to follow through with dropping a course with the Graduate School. Classes that are not dropped become incomplete and later convert to an F. Please see graduate announcements for deadlines.  

Guidelines For Expressing Student Concerns  
Graduate students who have concerns about the program, courses, or grading should follow the process outlined for expressing student concerns. Students will initially approach the course faculty with concerns. If unresolved, the concern should be taken to the master’s program coordinator, who will confer with the faculty and student to resolve the issue. Resolution may also involve the SON Director. If unresolved, the student may then take the issue to the SON Director. If unresolved, the concern may be taken to the Dean of the College. See University Announcements for additional information.
# SCHOOL OF NURSING PhD PREPARED FACULTY
## 2015

<table>
<thead>
<tr>
<th>Faculty Member &amp; Degree</th>
<th>School (Doctoral)</th>
<th>Clinical Specialties/Research Interests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roxanne Amerson, PhD, RN</td>
<td>Clemson University</td>
<td>Cultural Competence, Intl Nursing &amp; Health</td>
</tr>
<tr>
<td>Stephanie Davis, PhD, RN, FNP</td>
<td>USC</td>
<td>Women’s Health, Quality of Life, Breast Cancer</td>
</tr>
<tr>
<td>Jane DeLuca, PhD, RN, PNP</td>
<td>University of Rochester</td>
<td>Pediatrics, Health Comm &amp; Qualitative Research</td>
</tr>
<tr>
<td>Lisa Duggan, PhD, RN, FNP</td>
<td>USC</td>
<td>Postpartum Depression, Elective Cesarean Section</td>
</tr>
<tr>
<td>Julia Eggert, PhD, RN, GNP</td>
<td>Clemson University</td>
<td>Gerontology &amp; Cancer Detection</td>
</tr>
<tr>
<td>Tracy Fasolino, PhD, RN, FNP</td>
<td>USC</td>
<td>Complexity theory, Primary Care, Emergency Care</td>
</tr>
<tr>
<td>Nancy Meehan, PhD, RN</td>
<td>University of Texas</td>
<td>Nursing Informatics &amp; Research</td>
</tr>
<tr>
<td>Veronica G. Parker, PhD</td>
<td>MUSC</td>
<td>Bio-statistics, Risk Assessment, Health Disparities</td>
</tr>
<tr>
<td>Rosanne H. Pruitt, PhD, RN, FNP</td>
<td>University of Maryland</td>
<td>Community Health Nursing &amp; Primary Care</td>
</tr>
<tr>
<td>Mary Beth Steck, PhD, RN, FNP</td>
<td>Clemson University</td>
<td>Melanoma, Genetics, Autism</td>
</tr>
<tr>
<td>Wanda Taylor, PhD, RN</td>
<td>Georgia Health Science Univ</td>
<td>Geriatrics, Hospice/Palliative Care, Minority Health</td>
</tr>
<tr>
<td>Heide Temples, PhD, RN, PNP</td>
<td>Clemson University</td>
<td>Pediatrics, Genetics, Policy, Family Planning</td>
</tr>
<tr>
<td>Shirley Timmons, PhD, RN</td>
<td>USC</td>
<td>Minority Health, Health Disparities, HIV/AIDS</td>
</tr>
<tr>
<td>Margaret Wetsel, PhD, RN, CNS</td>
<td>University of Texas</td>
<td>Psychiatric and Mental Health Nursing</td>
</tr>
<tr>
<td>John Whitcomb, PhD, RN, CCRN</td>
<td>University of San Diego</td>
<td>Critical Care, Med/Surg, Administration</td>
</tr>
<tr>
<td>Deborah Willoughby, PhD, RN</td>
<td>GA State University</td>
<td>Med/Surg and Adult Health, Diabetes</td>
</tr>
</tbody>
</table>
Section III: Program Information, Policies and Procedures

Advisement

Upon acceptance to the graduate program you are assigned to the Master’s Program Faculty Coordinator and Master’s Program Student Services Coordinator as advisors who will develop the student’s program plan of study. At your request, the Master’s Program Coordinator will review any graduate courses you may have completed which may make you eligible for waiver of any of the required courses.

In the first semester of the program, you will be assigned a faculty advisor. This is a member of the SON faculty who teaches in the Master’s program. This advisor is a resource for you and will assist you to identify a Major Advisor within the first or second semesters of the program based on your area of interest.

The Major Advisor or Chairperson must be qualified to teach in the master’s program (earned doctorate), hold a full-time regular faculty appointment and be tenured or eligible for tenure in the School of Nursing. The student is responsible for asking a faculty member to serve as the Major Advisor/Committee Chairperson.

The Major Advisor will assist the master’s student with ongoing advisement throughout the program, your program plan of study and identify a topic/area in which the Clinical Research or thesis research will be conducted (http://www.grad.clemson.edu/policies/GradRegulations.php).

The student will meet with the Major Advisor to complete the Graduate Degree Curriculum Form GS2 following completion of nine (9) credit hours. This form can be found on the Graduate School website (www.grad.clemson.edu). The student is responsible for completing the form online (no handwritten forms are accepted) and obtaining approval signatures of the curriculum from their committee members.

Please follow the instructions on the back of the form carefully. After the committee members approve and sign the form, it is submitted (by the student) to the Student Services Program Coordinator to obtain the required administrative signatures and forwarded to the Graduate School.

Any changes in your Curriculum plan and/or the composition of the Committee require submission of a new GS2 form signed by all committee members and appropriate administrators. NOTE THE DEADLINE DATES LISTED IN THE CURRENT GRADUATE ANNOUNCEMENTS FOR SUBMISSION OF THE FINAL COPY OF THE GS2 FORM!!! These deadline dates are also listed on the Graduate School website (www.grad.clemson.edu).

Revised: 11/2011
Forwarding email

Students receive a Clemson.edu email as part of initial enrollment. This email is used to send out important information including announcements of scholarship funds. It is the student’s responsibility to check this email regularly and/or forward this email to a preferred home and/or work address.

Student should expect to receive email almost daily from Clemson University, program coordinators and/or course faculty. If this is not occurring, check to make sure your Clemson email account is forwarded to your internet provider. Also, be aware that some internet providers have in-box and attachment limitations. It is your responsibility to make certain that your faculty can communicate with you by email.

Directions for forwarding email appear on the Clemson Computing homepage at [http://www.clemson.edu/ccit/](http://www.clemson.edu/ccit/)

Graduate Academic Integrity Policy

“An academic environment of integrity is one in which student, faculty and staff interact with each other from a position of mutual trustworthiness. As a member of the consortium of institutions comprising the Center for Academic Integrity, Clemson University has committed itself to preparing a community of scholars dedicated to integrity in teaching, research, scholarship, mentorship and the acquisition and display of professional values of trust, honesty, fairness, responsibility and respect.[1] It is an expectation that Clemson graduate students avail themselves of the many opportunities and resources both on and off campus to learn how to engage in professional practice with integrity. The Graduate School and the community of scholars engaged in graduate-level education will vigorously and expeditiously respond to charges of violations of academic integrity.”

In order to promote an academic environment of integrity, all students, faculty and staff must commit to fostering honesty in academic work. Each individual has an important role in ensuring that Clemson’s policy on academic integrity is respected and used most effectively as a mechanism for teaching versus a mechanism for punishment. The Graduate School encourages all faculty and students to take a proactive role in eradicating ignorance of violations of academic integrity.“

Information about the graduate academic integrity philosophy, policy and procedures is located at [http://gradspace.editme.com/AcademicGrievancePolicyandProcedures#integrityphilosophy](http://gradspace.editme.com/AcademicGrievancePolicyandProcedures#integrityphilosophy).

All work submitted for a grade must be your own, unless group work is assigned. All text included in assignments that was written by someone other than the student must be correctly quoted and cited.
Grading & Other Program Policies

1. Grade Scale*
   A = 90 - 100
   B = 80 - 89
   C = 75 - 79
   D = 70 – 74 (no credit)
   F = Below 70 (no credit)
   *See NURS 823 syllabus for alternate grading scale.

2. Nursing course grades are determined by the numerical score earned in the classroom and a Pass/Fail in the clinical laboratory. In order to pass the course, a student must earn a minimum of 75 in the class and a Pass (P) in the clinical laboratory.

3. Regular and punctual attendance at all clinical labs is required. Unexcused absences from class and clinical labs will result in failure.

4. **Expectations of Professional Graduate Nursing Student Behavior**
   Nursing graduate students will:
   a. conduct themselves as nursing professionals* and representatives of Clemson University** at all times;
   b. arrive at least 5 minutes prior to the class starting time and at least 15 minutes prior to the clinical experience starting time;
   c. prepare in advance for class/clinical experiences and review learning afterward;
   d. use technology, e.g. laptop computers and PDAs, for class/clinical use only; and
   e. personal messages during class/clinical experiences are permitted only for illness, accident, or emergency.

   *ANA Code of Ethics
   (http://www.nursingworld.org/MainMenuCategories/EthicsStandards/CodeofEthicsforNurses.aspx)
   **CU Classroom Behavior
   (http://www.clemson.edu/campus-life/campus-services/student-conduct/classroom-behavior.html)

5. All final examinations in clinical nursing courses are cumulative and worth 30% of the course grade. Percentage of grade for final exams for nursing courses that do not have a clinical component are at the discretion of the faculty member responsible for the course.

Revised 3/2010
Clemson University School of Nursing Social Media Policy

Adapted from *White Paper: A Nurse’s Guide to the Use of Social Media; 2011, p. 3; National Council of State Boards of Nursing*

Awareness and caution are required to avoid inadvertently disclosing confidential or private information about patients. All Clemson University School of Nursing students are expected to comply with the following requirements related to the use of social media:

- First and foremost, nurses and nursing students must recognize that they have ethical and legal obligations to maintain patient privacy and confidentiality at all times.

- Students are strictly prohibited from transmitting by way of any electronic media any patient-related or facility related information and/or images. In addition, students are restricted from transmitting any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.

- Do not share, post, or otherwise disseminate any information, including images, about a patient or information gained in the nurse-patient relationship or within your clinical facility with anyone.

- Do not identify patients by name or post or publish information that may lead to the identification of a patient. This includes any information about the patient: name, address, age, gender, diagnosis, room number, admission date, discharge date, date of birth or death, date of care, or anything else. **NO PATIENT OR FACILITY RELATED INFORMATION CAN BE POSTED ON SOCIAL MEDIA!!** Limiting access to postings through privacy settings is not sufficient to ensure privacy.

- Never refer to patients in a disparaging manner, even if the patient is not identified.

- Do not take photos or videos of patients on personal devices, including cell phones.

- Maintain professional boundaries in the use of electronic media. As with in-person relationships, the nurse has the obligation to establish, communicate and enforce professional boundaries with patients in the online environment. Use caution when having online social contact with patients or former patients. Online contact with patients or former patients blurs the distinction between a professional and personal relationship. The fact that a patient may initiate contact with the nurse does not permit the nurse to engage in a personal relationship with the patient.

- Do not post any information regarding work related issues. Do not even post seemingly innocuous information such as “It was a busy day”. Such information could be used in a lawsuit to imply various things about the work environment.

- Promptly report any identified breach of confidentiality or privacy to your instructor and lead teacher.

- Be aware of and comply with facility policies regarding use of employer-owned computers, cameras and other electronic devices and use of personal devices in the work place.

- Do not make disparaging remarks about employers or co-workers. Do not make threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive comments. **DO NOT POST ANY INFORMATION WITH REFERENCE TO YOUR SPECIFIC CLINICAL EXPERIENCE.**

- Do not post content or otherwise speak about employer or facility.

**Summary of CU SON Social Media Policy:** Do not post any clinical, patient, or facility related information on any social media. : DOING SO WILL RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING DISMISSAL FROM THE CLINICAL, SCHOOL OF NURSING AND/OR CLEMSON UNIVERSITY.
Policy for Use of Personal Digital Devices in the Clinical Area

Personal digital devices (PDD’s), including phones, tablets, laptops, or other digital devices, are to be used in the clinical areas only as approved in advance and directed by faculty. Their use is primarily to access clinical support applications that have been stored on the device. Use of portable electronic devices in clinical is regulated by the clinical agencies, local, state, and federal regulations and laws and by the School of Nursing. All students are fully responsible for following all regulations of the Health Insurance Portability and Accountability Act (HIPAA) guidelines and for following HIPAA guidelines when using their PPD’s in the clinical or other settings.

- No personal health identifiers (PHI) can be entered into the device. All personal health identifiers must be removed from any patient data collected by students on PPD’s. Students are fully responsible to ensure that they adhere to all HIPAA regulations at all times. This includes proper management of confidential client information.
- **All telephone and camera functions must be disabled during clinical** and lab sessions by placing devices in “Airplane” mode. With the exception of instructor approved activities, ALL PHONES WILL REMAIN ON AIRPLANE MODE in the clinical area. Students must adhere to professional standards for all communications, including maintaining confidentiality, proper conduct of communication, and communicating appropriate material.
- Using the device for personal, non-school related functions is strictly prohibited. **Inappropriate use or violation of HIPAA guidelines may result in dismissal from the clinical, the School of Nursing and/or Clemson University.** Inappropriate use includes making or receiving personal calls while in the clinical area, sending or receiving personal texts while in the clinical area, accessing any non-clinical related web-sites while in the clinical area, taking pictures during clinical, or recording any PHI on the device.
- Students should only use the personal digital device in areas designated by the instructor in compliance with institutional policy.
- Infection control precautions must be maintained when using personal devices in patient care areas (See Personal Digital Device Infection Control below).
- All students will sign the CU SON electronic compliance form indicating that they have read and understood these policies. This form will be placed in each student’s file.

**Personal Digital Device Infection Control**

- Wash hands before using handheld device.
- Do not handle device with contaminated gloves.
- Wipe down handheld device using solutions recommended by manufacturer and approved by the institution.
- Avoid placing device on surfaces that can possibly contaminate device, such as bedside tables or patients’ beds.
- **Avoid taking devices into isolation rooms.**
- The risk for transmission of organisms is not only to your patients, but also to yourself and your family and friends.

**Summary**

- Protected Health Information (PHI) **cannot** be entered into the digital device. All patient related information is protected.
- Phones must be in Airplane mode while in clinical.
- Pictures cannot be taken in the clinical setting.
- The usage of personal cell phone functions, including personal text messaging, personal calls, or accessing non-clinically related websites is prohibited during clinical hours.
- Cleaning of digital device must comply with the clinical organization’s infection control policy and procedures. If the device becomes contaminated, it should be cleaned with the recommended disinfectant. If a patient is on isolation, the digital device cannot be taken into the patient’s room. Hand hygiene is the best method of preventing transmission of disease.
- **Inappropriate use of personal digital devices or violation of HIPAA guidelines may result in dismissal from the clinical, the School of Nursing and/or Clemson University.**
Multi-State Registered Nurse Licensure & Name Change

Information on multi-state licensure for Registered Nurses is located on the National Council of State Boards of Nursing and the South Carolina Board of Nursing websites. The South Carolina Board of Nursing should be notified of name and contact information changes in a timely manner. See http://www.llr.state.sc.us/pol/nursing for instructions.

Clinical Preceptors

Students are responsible for securing all preceptor experiences. Selecting, contacting and securing preceptors is an important part of graduate education. It provides students with the opportunity to become familiar with practice resources and opportunities in the community and hone interviewing skills.

Brown Bag meetings for clinical management courses and the practicum are mandatory! To avoid overwhelming potential preceptors and their practices, a list of students and their preceptors is maintained by the UCG office following the Brown Bag orientation meeting. Check the list prior to contacting the office. Students must follow the procedure below for all practices affiliated with the Greenville Hospital System University Medical Center (see below)

Preparation is key! Review the information about a potential preceptor on their webpage or their healthcare institution (hospital) affiliate. Prepare a packet of information including a cover letter and resume. Create a cover letter that describes the course, faculty, # hrs etc. Create or update your resume. Be sure to include all clinical management courses taken to date and these preceptors. Have these materials ready to give to potential preceptors or practice managers in a new white envelopes or folder.

You may either go directly to the office or contact the office/practice manager to set an appointment for an interview. If it is a GHS site, please see directions below for obtaining permission. Dress professionally, this is an interview. Ask to see the practice manager. Give this person the packet with your cover letter and resume. Let this person know about your nursing background and why you want to precept with the NPs & physicians in their office. The Nurse Practitioner must be Master’s prepared. Your clinical management or practicum course faculty will provide guidance and support.

“Students are responsible to report to course lead faculty and clinical site that does not provide an effective, hands-on, interactive learning experience which includes assessment, diagnosis, and clinical management of patients.”

Women’s health and pediatric clinical sites get booked up to one year in advance. Students are encouraged to work on securing clinical preceptors for these sites early. Students may not start clinicals before the first day of class. Students are not covered under their liability insurance unless doing clinical in a course. Between official starts of class are not considered enrollment. Students must complete clinical hours one week prior to the date that grades are due each semester. See the current Academic Calendar for due dates. Students not completing clinical hours one week prior to grade due dates may be given an “incomplete” for the course. Incompletes calculate into the GPA as an “F” until completed. Any deviation from this policy must be approved by the course faculty. Academic calendar available at (http://www.clemson.edu/academics/advising/documents/1_academicpoliciesandprocedures.pdf)
Preceptor Requests for Affiliates of Greenville Hospital System University Medical Center

Students are required to follow these guidelines for requesting a preceptor affiliated with the Greenville Hospital System University Medical Center.

1. Students may contact a practice to ask if the practice is a GHS affiliate
2. Do not ask the Practice Manager/NP/Physician for permission to work with a preceptor.
3. Complete the GHS application link: http://studentservices.greenvillehealthsystem.org/nursingplacement/

NOTIFICATION & FINAL STEPS

4. Whether or not your preceptor request is accepted, you will be notified by the GHS Liaison via email. You must reply to her that you will accept the placement. If not, the placement may be given to another student.
5. If accepted, all other orientation forms & activities must be completed prior to the first day of your clinical rotation. Contact Cynthia Mihalchick at the UCG Nursing Suite for specific instructions on how to proceed with your placement. 864-250-6701 mihalch@clemson.edu

Clinical Laboratory Dress Code

The dress, personal appearance, and hygiene of our students create an impression—either favorable or otherwise—on patients, other healthcare providers and the public.

Clinical Dress Code

1. Graduate students should dress professionally in a conservative shirt/blouse and slacks or dress and a white lab coat or other professional dress as appropriate. Clothing should be clean and unwrinkled (pressed/ironed).
2. Shoes should have closed toes and backs.
3. Name tags are considered to be part of the official uniform and are required of students in all clinical areas. It is suggested that you place your Clemson ID badge in a clear nametag holder for this purpose. If required, the agency student badge should be worn also.
4. Wrist watches with a second hand, and professional pins (ex. Sigma Theta Tau) are permitted. Jewelry, other than wedding bands and one pair of pierced earrings (posts only) in ears only, should not be worn.
5. Unprofessional appearance and dress are not permitted and includes, but is not limited to: body odor, non-human hair colors on visible areas of head/face/body, visible tattoos, body jewelry or other decorative/self injury marks, shorts, capri pants, denim blue jeans, tee shirts, plunging necklines, undergarments visible through outer garments (thong underwear), athletic shoes, flip flops/sandals, pictures/drawings/writing on clothing and any other prohibitions which are imposed by the faculty or the agency.
Student Records and Confidentiality

Academic records for purposes of advising are maintained in the Office of Student Services. The School of Nursing will not release information to a third party without the written consent of the student.

Name Change – Clemson University

There is a form that you need to complete if you have gotten married and/or changed your name once you start your classes. Please access it online at the following CU website: http://www.registrar.clemson.edu/pdf/namechg.pdf

Cancellation of Classes and/or Clinical Labs Due to Hazardous Driving Conditions

Cancellation of classes due to hazardous weather is usually broadcast through the media. The University Administration attempts to alert students of any disruption of scheduled classes by 7:00am. Because the UCG is located in Greenville, please look for the separate listing for the University Center on any and all media broadcasts. The classes at the UCG are not necessarily on the same schedule as Clemson University itself as the program is located in Greenville, SC.

Clinical laboratories will be canceled when one of the following conditions exist:

1. The School District announces a closing.
2. The school district in which clinical laboratories takes place announces a closing.

Clinical laboratories will begin as scheduled if delays in school district openings are announced. Students must always use their personal judgment when unforeseen weather conditions are encountered, and must keep safety first and foremost. Students should contact their faculty instructor when questions exist regarding attendance in class and/or clinical due to inclement weather.

Students and faculty should check the following stations/station websites to obtain information on weather conditions and school closings:

**TELEVISION**

- WYFF-TV (Greenville, Channel 4) [www.wyff4.com](http://www.wyff4.com)
- WSPA-TV (Spartanburg, Channel 7) [www.newschannel7online.com](http://www.newschannel7online.com)
- WL0S-TV (Asheville, Channel 13) [www.wlos.com](http://www.wlos.com)
- WHNS-TV (Fox Carolina, Channel 12) [www.whns.com](http://www.whns.com)

Information about closings can also be located at the University Center of Greenville website: [www.ucgreenville.org](http://www.ucgreenville.org) and for main campus, the CU web site: [www.clemson.edu](http://www.clemson.edu)
Financial Assistance

Assistantships:
Assistantships are generally assigned based on availability by semester. Selection for assistantships is based on clinical experience and the recommendation of the lead teacher in that clinical area. Students who are interested in being considered should send curriculum vitae to the School of Nursing Director. Most assistantships require a commitment of 10 hour/week (15 weeks/semester). Student who hold an assistantship receive a tuition waiver, a reduced fee for University charges, and a stipend for the hours they work. Students holding an assistantship must be enrolled for at least nine academic credits.

Traineeships:
Pending availability, full-time students are eligible for Federal traineeship funds. Applications for these traineeships are made through the School of Nursing. Students will receive notification through their Clemson email of availability of fund and application deadlines. Funds awarded through this source may be used to help cover the cost of tuition or fees for the following semester.

Scholarships and Fellowships:
There are a limited number of highly competitive scholarships and fellowships available such as the R. C. Edwards Fellowship, the Graduate Alumni Fellowship, and the H.W. Close Fellowship. Centralized University-wide information relative to financial aid is available from the Financial Aid Office (G-01 Sikes) at 864-656-2280 or www.clemson.edu/finaid and the Graduate School (E-108 Martin Hall) or www.grad.clemson.edu. State level incentive grants and loan replacement opportunities may be available through the SC Office of Rural Health. Contact Stacey Day at Stacey@scorh.net or by phone at 803-454-3850 (EST), ext. 2009.
The Clemson University School of Nursing Health Requirements Checklist

Note: Please use the following sheet as your check off list for clinical requirements. Please fill it out completely and return it along with documentation of the items listed below to: The School of Nursing at UCG in Greenville.

PLEASE NOTE: Redfern Health Center Immunization requirements differ and will need to be submitted separately from requirements here at The School of Nursing.

Required documentation that will be accepted:
- Copy of vaccination or immunization record
- Copy of laboratory report
- Form signed by health care professional

Due Before First Day of Class

Please return all health requirements to:
Clemson University School of Nursing
Attn: Cynthia Mihalchic
225 S. Pleasantburg Drive, Suite B-5
Greenville, SC 29607
Due August 1 Each Year

Submit Once

☐ Student Information Form
☐ Alcohol/Drug Abuse Form
☐ Arcpoint/Drug Screen Form: Take form to arcpoint when you go for your drug screen and they will send results directly to the School of Nursing.

☐ Hepatitis B: Submit documentation of Hepatitis B immunization or titer indicating immunity.

Immunization – Documentation of series of 3 shots
Titer – If you had HBV immun more than 5 years before the date you enter clinical, a titer is strongly urged. If the titer is negative, the student should have a booster.

Health Insurance: Must be current at all times while enrolled in nursing courses. Photocopied documentation required at start of program and if there is a change in policy you must resubmit.

☐ Td or Tdap (Tetanus/Diphtheria/Pertussis): Submit documentation of immunization. If last dose of Td (Tetanus/diphtheria) is greater than two years prior to the date you enter clinical, Tdap is recommended.

☐ MMR (Measles, Mumps, Rubella): Series of 2 doses of vaccine on or after first birthday.

☐ Varicella/Chicken Pox: Submit documentation of date of two-dose varicella immunization, or positive titer showing immunity. Report of having had the disease is not acceptable documentation.

☐ HIPAA/Bloodborne Pathogen Compliance Training: Documentation from employer.

Submit Initially Updates Required

☐ PPD (Tuberculosis screening):
- Unless student has documentation of yearly PPD screenings, must complete initial two-step PPD series (Mantoux), i.e., two tests administered one to three weeks apart.
- If PPD is positive, or if completing INH, a Chest X-ray or blood test is required within 3 months of first clinical experience. Annual submission of the symptom checklist is required thereafter.
- Students submit documentation of single PPD screening every two years.

☐ Annual Flu Immunization: Our clinical facilities are now requiring documentation of the annual immunization against the flu. Submit documentation yearly before November 1st.

☐ SLED Clearance: Background Check through the SC State Law Enforcement Division only. Must be updated every two years. Access www.sled.sc.gov

☐ CPR Certification: Photocopied documentation must be submitted before starting program. Each student must hold a valid CPR card that is current throughout the semester. This may require early recertification if the card expires during the semester. THE ONLY ACCEPTABLE CPR CERTIFICATION IS AHA - HEALTH CARE PROVIDER (2 year certification). Course must include: 1 person/2 person, infant, child, choking & AED. “Community CPR” or “Heart Saver CPR” are not acceptable. No online CPR courses will be accepted without personal skills certification by licensed instructor.

☐ Liability Insurance: Submit documentation (i.e. policy face sheet) stating coverage of a current $1 million per occurrence and $6 million aggregate, and policy effective dates.

☐ RN License: Copy of current SC nursing license. Submit documentation of renewal.
STUDENT INFORMATION FORM
for Compliance with Clinical Requirements

Name: ___________________________________________________ XID# ___________________________
Address: _______________________________________________ __________________________
Home Phone: _________________________ Clemson email: ____________________________
Work Phone: _________________________ Personal email: ____________________________
Emergency Contact: ______________________________________ Telephone of Emergency Contact: ____________________________
Relationship: ________________________________________ Address of Emergency Contact: ______________________________________

___ Hepatitis B Immunization or titer ___ HIPAA Compliance Training
___ Health Insurance ___ Bloodborne Pathogen Training
___ Td or Tdap (Tetanus/Diphtheria/Pertussis) ___ South Carolina RN License
___ MMR ___ PPD/TB
___ Varicella/Chicken Pox ___ CPR Certification
___ SLED Background check ___ Annual Flu Immunization
___ Alcohol/Drug Screening Form ___ Certificate of Liability Insurance

I have provided the above information to the best of my knowledge and belief. I have been advised and agree to
hold in confidence all patient related information of which I become knowledgeable, either directly or indirectly
as a result of my learning experience within the hospital or agency that I have been assigned.

Signature: __________________________________________ Date: __________________________

ABUSE OF DRUGS AND/OR ALCOHOL POLICY

I have read and understand the School of Nursing policy and procedures governing use and/or abuse of drugs
and/or alcohol and am aware of the penalties which may result from behavior described by this policy.

Signature: __________________________________________ Date: __________________________

SCHOOL OF NURSING HANDBOOK

I have read the student handbook and understand the School of Nursing policies.

Signature: __________________________________________ Date: __________________________
Student Policy Governing Use and/or Abuse of Drugs and/or Alcohol

Use of substances which interfere with the judgment and/or motor coordination of students of the School of Nursing pose unacceptable risk for patients, the University, the faculty and health care agencies. Therefore, use of alcohol, use of illegal drugs and/or the misuse of legal therapeutic drugs by nursing students while engaged in any portion of their educational experience is strictly prohibited. Furthermore, nursing students are strictly prohibited from being under the influence of alcohol or any drug while engaged in any portion of their formal educational experience.

Faculty members who suspect a violation of this policy are required to take action. The actions to be taken are spelled out in the procedures which follow. Students are required to read and acknowledge by signature that they understand this policy. Parents or guardians of students will be informed of the policy.

As this policy refers to positive drug/alcohol screen procedures, the following definitions of positive will be used:

1. Screen results indicating use of an illegal drug;
2. Screen results indicating non-therapeutic drug level of prescribed or non-prescribed drugs;
3. Screen results indicating presence of alcohol in blood.

Any one or more of the following behaviors may constitute evidence that a student is under the influence of alcohol or drugs:

1. Observable lack of motor coordination without reasonable explanation. Such behavior must be described objectively by the person making such observations;
2. Incoherent speech without reasonable explanation;
3. Inappropriate decision-making behavior without reasonable explanation. This behavior must be described objectively by persons making such observations and must clearly be inappropriate based upon reasonable expectations of students at the same academic level.
4. Odor of alcohol detected from a distance of two feet on breath of student.

Drug and /or Alcohol Abuse Policy Procedure

1. If reasonable suspicion exists that a School of Nursing student has violated any provision of this policy, the faculty member in charge will make arrangements to accompany the student from the area immediately.
   a. In all cases, the student may not participate in any clinical laboratory experience until an appropriate plan of action has been identified.
   b. If incident occurs in classroom, the student will be accompanied to the office of the Director of the School of Nursing.
   c. If incident occurs in clinical laboratory, the Director or designee will be notified by telephone.
2. Subsequent to an immediate preliminary investigation by the Director or designee, the incident will be reported to the Dean, College of Health, Education, and Human Development. After review by the Dean, one of the following actions will be taken:
   a. The student will be allowed to continue attendance at clinical laboratories without penalty, and no further investigation will take place.
   b. A faculty/administrative committee will be appointed to investigate the incident and the student will be asked to submit to an immediate drug/alcohol screen. (Blood to be drawn in the Nursing Center, and cost of screen to be paid by the SON)

3. If the student is asked and agrees to submit to a drug/alcohol screen and the test results are negative, the student will be allowed to resume the clinical laboratory experience without penalty. The Dean will notify the faculty/administrative committee that the matter has been resolved, and no further action is required.

4. If the student is asked and refuses to submit to a drug/alcohol screen, or if the student submits to the screen and the results are positive (on a second retesting after an initial positive), this information will be given the faculty/administrative committee conducting the investigation.

5. After its investigation, the faculty/administrative committee will consult with and make a recommendation for a plan of action to the Dean. The plan of action ultimately decided upon may include, but is not limited to, one or more of the following:
   a. The student may be allowed to resume participation in clinical laboratory experiences.
   b. The student may be required to enroll and successfully complete and approved in-patient and/or out-patient substance abuse program.
   c. The student may be required to repeat any nursing course when a significant portion of the clinical laboratory experience has been missed.
   d. The student may receive a failing grade in any nursing course in which a significant portion of the clinical laboratory experience has been missed.
   e. The student may be barred from further participation in clinical laboratory experiences.

The ultimate decision on a plan of action to be followed will rest with the Dean. Students are reminded that participation in clinical laboratories is necessary to pass clinical nursing courses, and two successive failures of a nursing course will bar a student from repeating the course.

Graduate students in nursing will be expected to abide by the policy. Notification of failure to adhere to the policy will be made to the State Board of Nursing for the state in which the student is licensed to practice nursing, if appropriate.

All information related to these procedures will be held in confidence and released only in those instances required by University, School of Nursing and/or appropriate State Board of Nursing policy.

See also University Student Handbook for University policy on drug use.
Understanding of Clemson University Alcohol/Drug Policy & Drug Screening Permission

I have and understand the Alcohol and Drug Policy and agree to the drug screen guidelines. I hereby release the designated testing agency and its director, Clemson University, the School of Nursing and faculty from any claim in connection with the drug screening guidelines. I understand that in the event any legal action is taken as a result of the drug screening guidelines, confidentiality may no longer be maintained. I further understand that I will be subject to drug tests while enrolled in the School of Nursing. A positive drug screen or refusal to submit to testing will result in dismissal from the School of Nursing.

Print Name __________________________________________________________________________

Signature __________________________________________________________________________

Date _________________________________________________________________________________

*Witness Name Printed __________________________________________________________________

Witness Signature _______________________________________________________________________

Date _________________________________________________________________________________

*Student signature may be witnessed by a spouse, mother, father, friend etc.

Approved by faculty 9/19/05
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Section IV: School of Nursing Facilities, Resources and Student Organizations

Sullivan Center for Nursing and Wellness

The Sullivan Center for Nursing and Wellness is operated by the College of Health, Education, and Human Development. The Center provides unique opportunities for students to gain experience in providing health promotion, disease prevention and wellness services. Under the guidance of faculty, students plan and implement these services in a well-equipped, up-to-date health facility.

Clinical Learning and Resource Center Services Guide

http://www.clemson.edu/centers-institutes/clrc/

The Clinical Learning and Research Center (CLRC) is a nursing skills laboratory and media resource center. Generally the Center is open Monday through Friday from 8:00am – 4:30 pm, with longer hours on certain days. If you are traveling to campus, call in advance for hours of operation as vary during breaks and the summer.

Audiovisual Materials

Collection consists of approximately 3,000+ items. Includes video, audiocassettes, filmstrips, slides, transparencies and flip charts. Material must be used only in the Learning Resource Center or in Edwards Hall classrooms for presentation purposes.

Computers

Clemson Computing and Information Technology provide a variety of support services. For assistance, contact (864) 656-3494 or visit http://ccit.clemson.edu.

Equipment

There is an array of medical equipment available for checkout; loan periods vary. Equipment ranges from blood pressure cuffs, stethoscopes, thermometers, reflex hammers, penlights, to a variety of models for demonstration purposes.

Printing Posters

The Learning Resource Center provides assistance with printing professional posters for research and other presentations.
Virtual Library at the University Center

The F.W. Symmes Library and Media Center is open to all students, faculty and staff. Workstations and group study rooms are available during library hours. We offer electronic databases and access to all participating university libraries.

**Online Catalog:** Web-based access to online catalogs of all member libraries is available with the usual subject, author, title and keyword searching. If a book is needed, it can be requested through interlibrary loan and delivered to the Library or to the student or faculty member.

**Online Indexes/Indexes:** A variety of online databases are available for searching magazine and journal articles. Each university represented at the University Center provides remote access to different selections of indexes, directories, and full-text databases to their own students. Copies of articles for research can also be requested through the document delivery system at no charge. In addition to databases provided by member libraries, the Library also has access to several full-text journal databases and online encyclopedias.

For library hours and additional information, [http://www.ucgreenville.org/facilities-a-services/library-services.html](http://www.ucgreenville.org/facilities-a-services/library-services.html)

Connection to the Clemson University Libraries Catalog & Databases

[http://www.lib.clemson.edu](http://www.lib.clemson.edu)

Library Reference Desk 864.656.3024

Sigma Theta Tau International, Gamma Mu Chapter

Sigma Theta Tau is the international honor society of nursing with chapters at schools and colleges of nursing throughout the United States and world. Gamma Mu Chapter was installed at Clemson University in the Spring of 1978. Its purposes are those of the international organization:

--to recognize superior achievements;
--to recognize the development of leadership qualities;
--to foster high professional standards;
--to encourage creative work; and
--to strengthen commitment to the ideals and purposes of the profession.

Through the membership, Gamma Mu Chapter works to support the purposes of the society by engaging in activities which are of an educational or scientific nature and by cooperating with other chapters and the international council. At least two program meetings are held during the year, one of which consists of research presentations by nurses.

Membership is an honor, designed to recognize and encourage superior scholarship and leadership. Selection is made from among students in the baccalaureate and graduate programs in nursing, and from among community nurse leaders who hold a minimum of bachelor's degree.
Candidates shall be elected from Master’s students who:

- have completed \( \frac{1}{4} \) of the nursing curriculum;
- achieve academic excellence (at schools where a 4.0 grade point average system is used, this equates to a 3.5 or higher); and
- meet the expectation of academic integrity.

Invitations are sent to eligible students in January of each year. Upon acceptance and payment of the associated fees, new members are inducted in the Gamma Mu Chapter each spring.

**Student Representation**

Students are also encouraged to participate in School of Nursing activities through elected or appointed membership on School Committees. Student input is one of many important ways that faculty learn about concerns and issues in the program. At the beginning of each year, students from each of the specialty options (one from the first year and one from the second year) are elected to serve on the Master’s Program Advisory Committee and other School of Nursing Committees. It is important to elect representatives who will agree to attend designated meetings in order for this process to take place. Students are free to speak at any of these meetings, but are not voting members. Further information about their activities is available through the Office of the School Director or the Master’s Coordinator.

**Master’s Program Committee:** One graduate student representative  
**Graduate Curriculum Committee:** One graduate student representative

Graduate students are also encouraged to participate in the University Graduate Student Association (GSA) through a representative elected in the fall semester. Regular activities are sponsored by this group with announcements of upcoming activities posted across campus. (http://www.grad.clemson.edu/gsg/)

**Brown Bag Lunch Meetings**

Graduate students are encouraged to bring their lunch and join faculty and fellow students for monthly meetings. Special presentations will be announced via e-mail in advance. Topics include discussion of faculty research and related opportunities for students, Clinical Research, course and clinical planning.

**Section V: Completion of Degree Requirements**

**Graduation**

The application for Graduation and Diploma Order Online form can be completed only by students who plan to graduate in the next gradation. The GS4 form is maintained by Office of the Registrar. Students obtain this form from the Graduate School (online - Graduate School, “Forms and Procedures, Graduating Forms”). There is a deadline date for filing the GS4 form. (see above). **Students are responsible for completing and submitting this form by the deadline.** For questions or more information, contact Enrolled Services at 656-5339.
The Final Examination

In accordance with the Clemson University Graduate School Announcements, each candidate for the Master of Science with a Major in Nursing is required to pass a Final Examination administered by the student's Advisory Committee at least three weeks before the degree is to be awarded. Usually the examination is scheduled to coincide with the defense of the thesis or presentation of the graduate Clinical Research paper. One hour is allotted for the Final Examination.

The Final Examination, which may be oral and/or written, will ascertain the general knowledge of the candidate relative to the area of study. Four to six broad and comprehensive questions will be developed by the Committee Chairperson with input from the other committee members and will be available to the candidate 48 hours before the scheduled examination. The candidate will choose three questions to answer for the examination. Students will be expected to demonstrate: (1) synthesis of current nursing and related theories and application to advanced practice; (2) integration of research process and findings into advanced nursing practice; and (3) synthesis of role specialization into practice.

The Graduate School will be notified by the Committee Chairperson of the time and place of the examination at least ten days prior to the time scheduled. Members of the faculty, as well as members of the Graduate Curriculum Committee and the Deans of the Graduate School, may be invited to attend the oral examination. Within three days after the examination, the student's Advisory Committee will notify the Graduate Dean of the results of the examination by forwarding the appropriate form (Form GS7M) to the Graduate School.

A student who fails a Final Examination may be allowed a second opportunity only with the recommendation of the Advisory Committee. Failure of the second examination will result in dismissal from the Graduate School.
GUIDELINES FOR EVALUATION OF FINAL EXAMINATION

Student is given questions 48 hours in advance with instructions to select one question from each of three sections. The sections are identified related to application of theory, research development/utilization and a third question related to practice or policy. Each answer should include enough depth (detail) for a presentation of approximately 10-15 minutes followed by approximately 5 minutes for faculty questioning for each question. Students are allowed to have note cards but are encouraged to use them sparingly, as presentation should not be read. An outline is recommended. Question rating scale is 0-5.

0__________ no credit 1__________ unsatisfactory 2__________ poor 3__________ satisfactory 4__________ good 5__________ excellent outstanding

THEORY QUESTION

_____ Delivery: Student demonstrates confidence, depth and breadth of knowledge.
_____ Organization: Ideas are linked in a logical matter.
_____ Content: Content is accurate and current, with reference citations.
_____ Synthesis: Critical analysis includes application of theory to practice identifying gaps and recommendations

RESEARCH

_____ Delivery: Student demonstrates confidence, depth and breadth of knowledge.
_____ Organization: Ideas are linked in a logical matter.
_____ Content: Content is accurate and current, with reference citations.
_____ Synthesis: Critical analysis includes application of research to practice identifying gaps and recommendations

PRACTICE/POLICY

_____ Delivery: Student demonstrates confidence, depth and breadth of knowledge.
_____ Organization: Ideas are linked in a logical matter.
_____ Content: Content is accurate and current, including the relationship of policy and practice with reference citations.
_____ Synthesis: Critical analysis identifies gaps and includes recommendations.

OVERALL CANDIDATE RATING

_____ Excellent/outstanding (50-60 points)  _____ Fair (30-39 points)
_____ Good (40-49 points)  _____ Failure (less than 30 points)

Advisory Committee Chairperson

SCORING Students must score a minimum of 10 points on each section regardless of the overall score. Candidates scoring in the less than 10 points for any question will be asked to complete a written response to a question in that area as determined by the committee. A due date will be determined by the committee with allowance for two weeks to respond after the written materials are submitted. Candidates will be asked to reschedule their Final Examination 2-4 weeks following the initial examination. Additional coursework may be required at committee’s discretion. In most cases, poor performance will delay graduation by one or more semesters. A second failure will result in dismissal from graduate study.

A completed summative form will be signed by the Advisory Committee Chairperson and submitted to the Graduate Program Office at the University Center of Greenville.
Plan of Study (GS2 form)

A degree seeking student must file a graduate degree curriculum (form GS2) in accordance with the Enrolled Student Service’s timeline – the initial GS2 is filed when a Plan of Study is completed after 9 hours of coursework and a revised or final GS2 when the student selects their Major Advisor and MS Committee. Since each of the Masters of Science in Nursing study options require slightly different coursework (Nurse Practitioner, Clinical Nurse Specialist, Nursing Administration and Nursing Education), this planned program represents the curriculum as recommended by the School of Nursing Advisory committee for this plan of study. The form itself, along with other important Graduate School forms, is available on the Graduate School website, www.grad.clemson.edu, under “Forms and Procedures, All Forms”.

Before the revised or final GS2 form is turned in to the Graduate School, it must be reviewed and signed by the student’s advisory committee and MS Program Coordinator. It is then submitted to the department chair and college dean for approval and forwarded to the Enrolled Services (104D Sikes Hall) for approval and distribution.

The GS2 may be revised as needed, but the final form must be approved and signed by all committee members, the department head and college dean prior to submitting the revised form to Enrolled Services. Revised forms must be on file in the Enrolled Services in the term in which the student plans to graduate.

Instructions for completing the GS2 form are listed below. For a copy of the actual form, please visit the Graduate School web site at www.grad.clemson.edu under forms.

Instructions for Completing the GS2 Form

This document must be typed on the computer form through the Graduate School website. Handwritten GS2 forms will not be accepted. These instructions deal primarily with completing this form rather than academic regulations and are not intended to replace the regulations at http://gradspace.editme.com/Policies concerning the study plan (graduate degree curriculum) or Advisory Committee. The following should be noted carefully in completing this form in order to expedite approval of your curriculum:

1. At least one-half of the required courses for a graduate degree must be selected from those numbered 700 or above for professional master's degrees and numbered 800 or above for Master of Arts and Master of Science degrees, including all transfer credits.

2. Courses completed in excess of those required by the Advisory Committee should not be listed. Definite required courses should be listed first while elective courses may be listed in an optional manner under a sub-heading such as “any 2 of the following 4 courses.” In general, no more than 12 credit hours should be listed in this manner. This procedure is designed to alleviate problems resulting from uncertainties in course scheduling and to eliminate frequent alterations of the list of required courses.

3. All research credits (891 or 991) should be condensed into a single entry with the completed date approximately coincident with the anticipated date of graduation.

TRANSFER CREDITS – Credits to be transferred must be labeled by an asterisk in the list or required courses and must bear the course number listed in the catalog of the institution(s) awarding the credits. The institution(s) and grade(s) should be identified along with the course(s) in the space provided below. Do not use the corresponding Clemson University course numbers on the front page or below.
Transfer credits must not have been used to satisfy the requirements for any other degree and must have been completed within the six-year period preceding the date the graduate degree will be awarded. Transfer courses cannot be revalidated for graduate credit. **There are no exceptions to this requirement.**

**RESIDENCE REQUIREMENTS** – Satisfaction of residence requirements for the Master of Arts, Master of Science and Doctor of Philosophy degrees must be given prime consideration when listing the required courses. Please refer to the *Graduate School Announcements* for the details of the residence requirements.

**REVISION OF THE PRELIMINARY GRADUATE DEGREE CURRICULUM AND/OR ADVISORY COMMITTEE** – Any revision in graduate degree requirements or committee membership listed on the Form GS2 will require submission of a new form and approval of all committee members and appropriate administrators.

**USING THE FORM** – The form **MUST BE TYPED** and submitted on ONE page. Use the smallest font available to you on the computer (10 point is recommended). If you need additional space, you may use the back of the form by indicating on the front that you are continuing on the back.

**SUBMIT THE FORM** – Turn in completed, signed forms to: Enrolled Services, 104D Sikes Hall.

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**Clinical Research (8310) and Thesis (Nursing 8910)**

**Advisory Committee for Clinical Research or Thesis**

The advisory committee for thesis or Clinical Research consists of two (2) faculty members from the School of Nursing and a third member from outside the School of Nursing. The third committee member must meet Graduate School requirements (doctoral degree or terminal professional degree), with adjunct faculty status or consent of the Dean of the Graduate School.

In consultation with your Major Advisor, your Clinical Research/Thesis Committee is chosen. This Committee guides and approves your topic, research design and methodology, and the final paper. Members should be chosen for the contributions which they can make to your research. Therefore, in addition to the requirements for membership on an advisory committee, each member should have some special knowledge and expertise that will be beneficial.

On-going communication with the Committee members as you plan, conduct and report your research is your responsibility. Usually, the first drafts are reviewed by the major advisor who will tell you when they are ready to be shared with the Committee members. As completion of the project nears, it will be helpful to have more frequent contact with the Committee members. In planning your completion dates, remember to allow Committee members sufficient time to review each draft. School of Nursing and other faculty are involved in many activities, some of which require that they be off campus for several days. These absences must be considered in your planning as well. Two weeks are essential to assure committee members adequate time to review the final draft. Establishing a timeline for completion with your chairperson is strongly encouraged.

**Approval of Proposed Research**

Check with your advisor about any special requirements regarding preparation of the proposal. All committee members should have input into the initial proposal meeting at least one semester prior to planned upon graduation.

The graduate student will present the research proposal at the first committee meeting. The graduate student is responsible for making sure that the Committee members receive copies of the proposal well in advance (minimum 2 weeks) of the meeting, for arranging a mutually agreeable time for the meeting.
and for reserving a room in conjunction with the Major Advisor. The proposal meeting allows for discussion of the research, clarification of any ambiguous areas, and provides formal direction by the Committee. When the Committee agrees that this is appropriate research, further changes can only be made with approval of all Committee members.

Following Committee approval, the research study involving data collection should be submitted for consideration and approval by the Institutional Review Board for the Protection of Human Subjects in the office of University Research and Economic Development. The instructions and format for this submission should be reviewed with the major advisor. Institutional review approval usually requires a minimum of one month and may be longer if more than one institution is involved.

When all necessary approvals have been obtained (including any necessary agency approvals) subjects can be approached for consent and data collection can begin. Note: It is a good idea to gather information about agency requirements for approval near the beginning of the proposal development. These requirements vary widely and some of them require several weeks processing time.

The Defense

Usually, the defense meeting is held only after all committee members have had input into the final research paper. The Graduate School Announcements has information about requesting a formal review if this is necessary. Deadline dates are published for the Final Examination and the review by the Graduate School in the same book and on the website: www.grad.clemson.edu.

Preparation of the thesis for defense should be as nearly like the thesis to be submitted as is possible. This means that the thesis approval sheet, title pages, table of contents, acknowledgments, abstract, etc. should be included. The format should meet both American Psychological Association and Clemson University requirements.

Graduate student responsibilities for preparing for the defense are similar to those for the proposal meeting. All members of the committee should have copies of the thesis well in advance and arrange for a mutually convenient date. The defense normally requires one hour. The graduate student is also responsible for bringing the typed GS7M form to the defense and the Final Examinations. The GS7M may be obtained from the Graduate School web page. The thesis approval form, typed on the acceptable bond paper in the thesis final font form, and a black ink pen should also be brought to the thesis meeting so that all needed signatures can be obtained at the time of approval. The Major Advisor will send notifications and arrange for a meeting place.

The purpose of the defense is to have a formal overview of the purpose of the research, what has been accomplished by the research and to approve the Clinical Research or thesis. At this point, the graduate student is the expert in this particular research project and should be ready to discuss any part of it. Preparation includes thinking about the steps that might be taken to continue research related to this topic. The committee will ask questions and give their ideas and responses related to the research. Anticipate being asked to leave the room while the faculty discusses their approval of the paper/thesis. The committee members will decide if any final changes are needed, and if all members approve, will sign the GS7M form and the Thesis Approval Form (if applicable). See Graduate School Announcement for printing and binding cost of final copy of thesis and required copies.
Application for Graduation and Diploma Order – GS4 Form

This is completed using an online form. A student login is required. The GS4 form can be completed only by students who plan to graduate in the next graduation. Contact Enrolled Services at 656-5339 with questions.

Form maintained by Office of the Registrar is available at
http://www.grad.clemson.edu/forms/forms_graduating.php

Final Exam and Thesis Approval - GS7M Form

All students will complete an oral comprehensive exam in their final semester. The examination will consist of two questions in three categories (6 questions total). Students will answer one question in each of the 3 categories and prepare a visual presentation (PowerPoint, Prezi, etc.) and will present to the committee members 48 hours after receiving comprehensive examination questions, by email, from the committee Chair.

The GS7M form is the form on which your advisor and committee indicate that you have successfully completed your final exam and have successfully defended and properly formatted your thesis or dissertation (when a thesis or dissertation is required). The student will bring a hard copy of this form to their oral examination and paper defense.

The following information should be completed by the student: date, student name, XID#, MS, with a major in Nursing. Graduate School forms are available in two formats: a fillable MS Word template, or an Adobe PDF. If you have MS Word, you can fill in the form fields using your computer, then use the "Save As" command to save the document as a ".doc" file. (If Word prompts you for a password, change the file type from template (.dot) to document (.doc), and you will no longer need a password.)

To use a PDF form, print it and then fill it out by hand or use a typewriter. You will need Adobe Reader to open and print the PDF. If you don't have the free Adobe Reader, you can download it from Adobe's Web site. If you have problems opening or downloading the Word version of these forms, please contact the Graduate School. This form is available at: http://www.grad.clemson.edu/forms/word/GS7M.dot

The Major Advisor/Chair will complete the results and all committee members will sign the form. Copies are made for the student, the student’s file at UCG, the Major Advisor, and each committee member. The student is responsible for submitting the form to the Nursing Suite Office at UCG by the deadline date.

Master's Thesis

Research activities related to thesis are taken as NURS 891 credits. A minimum of 6 credit hours are required.

Prerequisites: NURS 804.

Guidelines for Thesis Proposal and Thesis

Thesis Proposal:
The thesis proposal is a plan for research that includes a table of contents; three chapters (Introduction, Review of the Literature, and Methods and Procedures); and appendices. The proposal is written in future tense according to the guidelines that follow.

Thesis:
The completed thesis is a report of the completed research. It includes all components of the guidelines described below including chapters describing the results of the study and discussion and interpretation of findings. The completed thesis is written in the past tense.
**Required Format:**

The required format is the current APA (Publication Manual of the American Psychological Association) format which should be used in conjunction with the current version of “Guide for Preparation of Theses and Dissertations” published by the Graduate School.

**Thesis Guidelines**

**ABSTRACT**

**CHAPTER ONE: INTRODUCTION**

A. Problem: Background and extent of the problem  
B. Purpose of the study  
C. Research objective, question or hypothesis  
This includes variables and their conceptual and operational definitions.  
D. Conceptual Framework: Linkage of the study’s variables  
E. Justification or Significance of the Study

**CHAPTER TWO: REVIEW OF THE LITERATURE**

A. Review of relevant theoretical literature, including nursing or other theories  
B. Review of relevant research for each of the study’s variables  
C. Summary is a synthesis of the review of the related literature and research findings including gaps and how this study addresses a gap(s) or issue(s).

**CHAPTER THREE: METHODS AND PROCEDURES**

A. Study Design: Design, level of significance  
B. Sample  
   --Criteria for selecting the sample  
   --Sampling technique  
   --Sample size, use of power analysis to determine sample size (if applicable)  
   --If subjects are divided into groups, describe method of assignment and the number groups  
   --Describe protection of subject rights and process of informed consent  
   --If applicable, describe if human subject approval was obtained from clinical agencies, organization, etc.  
C. Setting  
   --Describe the setting  
   --Omit agency names unless permission is granted  
D. Instruments  
   --Describe each instrument and/or interview  
   --The description of each instrument should include the following information:  
   • Use in previous research, including the frequency  
   • Previously published reliability and validity  
   • Plans to establish reliability and validity for the current study  
   • Accuracy, precision, selectivity  
   • Psychological measures: sensitivity, sources of error  
E. Data Collection  
   --Describe data collection process, including who will collect the data and the experience and training of the data collectors
--Describe precautions taken to ensure consistency if more than one person collects data
--Describe the frequency of measures obtained and include a timetable for data collection and description of the duration for the study

F. Data Management and Data Analysis: Describe coding of variables and data recording forms and the statistical procedures that will be used for each research question, objective, or hypothesis.
--Describe the statistical package that will be used

G. Extraneous Variables: Discussion related to extraneous variables

H. Limitations of Study: Describe the threats to internal and external validity and other limitations.

CHAPTER IV: RESULTS (presentation of findings)

A. Present descriptive of the sample and relevant variables (include tables if appropriate).
B. Present the data and describe the findings in relation to each research objective, question, or hypothesis; include tables of the findings.

CHAPTER V: DISCUSSION AND CONCLUSIONS

A. This section should include an analysis of results and an interpretation of the study’s findings. Describe the implications of the study’s findings for nursing practice and research. Discuss recommendations for future research.

REFERENCES

APPENDICES

Letters of Review and Human Subjects Approval
Copies of Instruments and Recording Form
Preamble for the Study and Informed Consent

Approved by Nursing Graduate Curriculum Committee April 27, 1998

Clinical Research

Research activities related to the non-thesis option are taken as NURS 8310 credits. Three credit hours of NURS 8310 are required. Prerequisite: NURS 8040.

NURS 8310 Syllabus

Course Title and Number: Clinical Research Problems (NURS 8310)

Credits: Variable Credits: May repeat for a total of 3 credits

Requisites: Prerequisite: NURS 8040

Catalogue Description: Critical thinking and methodologies of scientific inquiry applied to clinical issues/problems encountered in advanced nursing practice.

Course Objectives: Upon successful completion of this course, the student will:

1. use the research process to analyze a clinical nursing problem.
2. submit a written proposal which addresses resolution and a plan for implementation and evaluation.
3. communicate findings through an oral presentation.
4. submit manuscript for publication

**Topical Outline:** The content of the course varies according to the selected area.

**Teaching/Learning Strategies:**

1. Conferences with faculty and other health personnel.
2. Seminars

**Grading Scale:** Pass/Fail

**Text(s):** No text is required for this course. A variety of sources from the professional literature of nursing, medical, social, and biological sciences will be used.

Students must submit the final manuscript for publication to an appropriate peer-reviewed professional journal. A cover letter to the journal is required with the final copy. The graduate student is always first author; co-authorship is negotiable with the committee chair and other committee members.

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**Guidelines for Clinical Research Proposal and Manuscript**

**Clinical Research:**

The Clinical Research is a scholarly paper on a clinical issue or problem, which has significance for nursing practice, education, or administration. The nature of the Clinical Research should be negotiated between the student and committee members.

**Clinical Research Proposal:**

The Clinical Research proposal is a plan for conducting a systematic literature review related to a Clinical Research or issue. Criteria for the proposal include a statement of the problem, a statement of the paper’s purpose, a summary of research, a description of a strategy for identifying relevant evidence for the synthesis, and description of potential journals for publishing the completed manuscript. A copy of journal publication guidelines should be included in the appendix.

**Clinical Research Manuscript:**

The completed manuscript is a report of the knowledge synthesis of a specific clinical issue/problem. It includes all components of the guidelines described below, including the practice implications and research needed. Appendices should include a copy of the cover letter to the editor of the journal, tables and figures, journal guidelines for manuscripts, and clinical protocols that were developed and described in the manuscript.

**Required Format:**

The required format is the current APA (Publication Manual of the American Psychological Association) format for manuscript preparation.
GUIDELINES

ABSTRACT
A 200 word structured abstract summarizing the manuscript. The abstract should follow the format of the journal to which the paper is being submitted.

PROBLEM STATEMENT
- Identify the specific area of concern
- Describe the scope of the problem (e.g., how many people/patients are affected by it).
- Why it is important to study or write an article about the problem.
- How nursing science would be influenced by the study or the article.
- General characteristics of the population of interest.
- The overall goal or aim of the study or article or the question to be answered.

STATEMENT OF PURPOSE
- Provide a clear, delimited description of the topic to be addressed.

SEARCH STRATEGIES
This section refers to the strategies used to identify the relevant evidence for the synthesis.
- Include electronic searches, hand search, and unpublished research.
- Provide detailed information on how the review was constructed.
- Provide criteria for article inclusion or reason for article rejection.
- Provide information about the methods for assessing the evidence.
- List search terms and search limitations (e.g., language and years searched) used to locate studies, databases.

SUMMARY OF RESEARCH
- The narrative section should focus on the summarized findings, gaps and limitations and on integrating the findings in a meaningful and organized way.
  - Cluster the findings for each theme based on the findings from your critique of clinical and research articles, guidelines or standards, and synthesized reviews.
  - Describe how and/or link the information in part b to the major concept(s)/theme of your literature review.
- Use tables and figures to provide detailed information on each study. Tables should be formatted in portrait orientation.
  - Develop a table of relevant studies that includes the purpose, variables or concepts, methodology, subjects, data analysis, and findings for each study. Note if the article is clinical, an integrated review, research, case report, or theory.
- Develop a narrative the summaries the findings in the tables and critiques. Discuss the strengths and weakness of the articles/studies using criteria for substantiated evidence, fit and feasibility.
- Summary of findings, gaps and limitations.

CLINICAL IMPLICATIONS
- Describes the specific clinical implications that stem from the research.
- Includes decision trees, tables or figures as applicable.
- Includes information from the summary reference that is important to clinicians.

RESEARCH NEEDED
- Identify what is known and not known from the research.
- Specify priorities for further research.
• Include suggestions on methods and measures in recommendations as appropriate.

REFERENCES

APPENDICES
• Protocols
• Tables and figures
• Journal Publication guidelines
• Cover letter addressed to editor of the targeted journal

COVER PAGE
List title, authors with titles and affiliations, mailing addresses, phone, email address and fax number. The student should be first author, followed in ranking order by the chair of Clinical Research problem committee and then remaining committee members.

JOURNAL SUBMISSION FOR PUBLICATION
The first page of the manuscript should not have names of authors. Utilize author guidelines for the targeted journal to supplement preceding guidelines.

Adapted from the Online Journal of Knowledge Synthesis publication requirements.
Approved by the School of Nursing Faculty, 12/13/99 & rev. 8/09.

Master Excellence Award

Given annually to an outstanding student graduating with a Master of Science with a major in nursing who has demonstrated:

1. academic excellence in the classroom (3.75 and above)
2. leadership excellence (commitment to the profession at the community, state, or national level)
3. scholarship excellence (presentation of thesis, Clinical Research or other scholarly work at local, state, or national level)

Students and faculty nominate candidates with selection by the School of Nursing Executive Council. Eligible students must complete their degree within one semester of completion of coursework. Students who graduate in August or December will be eligible the following May. The excellence award is granted only if candidate meets all three criteria. Achievement awards for candidates meeting at least two of the three criteria may be awarded at the School of Nursing Convocation.

Professional Convocation

At the time of graduation, the School of Nursing holds a Professional Convocation to honor its graduates and to welcome new graduates into the profession. Students completing the Master of Science degree with a major in Nursing will receive their master’s hoods as part of the ceremony (hoods can be purchased through the Clemson University Bookstore online).

Students may be elected from their classes to assist in planning special aspects of the ceremony. Graduates select a speaker to represent them with brief comments as part of the ceremony. University officials and nursing agency members are invited to this important occasion, as are families and friends of all graduating students.
Graduate Steps to Success

1. Once you have been admitted, plan to attend Orientation. Orientation is held prior to the fall and spring semesters.

2. Read the School of Nursing Master’s Student Handbook and complete the Clinical Requirements.

3. Visit the Graduate School webpages. Look under Current Students for important dates & forms. An A to Z index is provided. You are responsible for meeting all the deadlines. It is not your advisor’s responsibility to make you aware of any deadlines.

4. Obtain your computer ID and a password for on-line registration at orientation. You should change the password after you log on for the first time to one that only you know. The CCIT Support Center can provide needed assistance: 864.656.3494.

5. Make contact with your advisor. Most faculty are available after August 15 for the fall semester and the second week of January for the spring semester.

6. Register for courses. Follow your individual curriculum plan. Any changes must be approved by the Master’s Program Coordinator or the Major Advisor in consultation with the Master’s Program Coordinator/Master’s Student Services Coordinator.

7. Start thinking about a committee. A list of faculty members and their research interest/expertise is included in this handbook. The committee should consist of a Major Advisor and two (2) members, one who is a faculty in the School of Nursing and one outside member. Your Major Advisor will provide guidance on the selection of your other two committee members.

8. File a GS2 Form. This plan of study should be completed after 9 credits (during the second semester for full time students) and have selected a Major Advisor. A revised plan of study may be submitted if there are any changes with the course schedule or committee membership. A sample form is in this handbook. The form is available at the Graduate School home page. This GS2 form needs to be signed by your committee members. Once you have these committee members’ signatures, deliver the form to the School of Nursing Office for the administrative signatures.

9. Turn in the GS4 Form (Diploma Order) to the Graduate School prior to the deadline published in the Graduate School Announcements. There is no fee unless you are late, want a cover or want it mailed to you. Blank forms are available on-line. The Master hood, cap and gown should be obtained from the University Bookstore early in the semester that you plan to graduate. Arrange for delivery to UCG.

10. After you complete your coursework and thesis or Clinical Research problem, you will arrange to take the Final exam and defense. Bring a copy of the GS7M to that meeting for the committee to complete.

11. Plan to attend Convocation and Graduation.
Additional Information

- An independent study is an option for any semester. Follow the guidelines for Nursing 889 in the handbook.
- If you take a semester off, (fall or spring), you will have to complete a re-admit form (form is available on the Graduate School web site: www.grad.clemson.edu). Your file must be reactivated each time you take a semester off. You should plan to take at least one course, preferably two in the fall and spring if you are part time.
- If you are a Graduate Teaching Assistant (GTA), you must take at least 9 credit hours, but not more than 12 hours. Full time status for students not working as graduate assistants is 9 credit hours.
- Certification exams are given throughout the year for nurse practitioners, clinical nurse specialists and nurse administrators. More information on applications, costs, and qualifications can be obtained from the Master’s Coordinator or online at www.nursingworld.com. There is a discount for ANA membership and full-time graduate students are eligible for the student discount. The Adult Family Nurse Practitioner Certification Exams are also offered by the American Academy of Nurse Practitioners. http://www.aanp.org

Tips for Working with Faculty

Graduate level faculty are busy professionals who spend their time teaching, conducting research, advising and mentoring graduate students, writing and consulting. Because of the nature of their work, they may initially appear distant and less open to students than what may have been your undergraduate experience. However, once you gain an understanding of the graduate school process and the protocol for dealing with graduate level colleagues, you should be able to develop a good working relationship with faculty who teach courses or have research interest in your area of major concentration. Here are some tips for developing a rapport with the graduate level faculty:

- Do treat them as busy professionals
- Arrange a suitable time (in advance) for help or advanced advising
- Expect constructive criticism from your faculty – this can only help you
- Do take the initiative to build a solid foundation of support
- If you need help, ask for it – take initiative
- Do treat everyone with respect and honesty
- Maintain integrity in all that you do
Draft Timeline for Graduation - May
(One year prior to graduation)

**FIRST YEAR SPRING SEMESTER** – Work on literature review and select a Major Advisor or Chairperson prior to taking Nursing 807.

**Summer Nursing 807** – Nursing Research
(Write Literature review, draft of Chapters 1 and 2 for Thesis)

**Week of September 1** – Send draft of thesis proposal (first 3 chapters and IRB forms) or an extensive outline of the Clinical Research manuscripts to the committee and schedule a proposal meeting during the week of September 15.

**Mid September** – Full Committee Proposal Meeting, have the plan of study (GS2) signed and submit

**October 1** – IRB forms should be submitted following committee approval. Communicate regularly with the chairperson and submit materials for feedback before the materials are given to the entire committee.

**SECOND YEAR SPRING SEMESTER** – File GS4 (see forms and procedures [http://www.grad.clemson.edu/](http://www.grad.clemson.edu/)).

**Late February** – Submit draft of completed thesis or manuscript to committee and schedule defense for two weeks later

**Early March** – Defense and Final Examination. Complete and submit GS7M.

**April 1** – Revise draft and resubmit for approval

**First Week in April** - Take thesis to Graduate School (deadlines posted at [http://www.grad.clemson.edu/](http://www.grad.clemson.edu/)). Students will be expected to submit materials to their chairperson and committee two weeks prior to any scheduled meeting.

**Early birds** – Students who complete the thesis or Clinical Research problem manuscript early may defend their work prior to the final semester. The Final Examination must be scheduled during the final semester of course work.

If February deadlines cannot be met, student will need to plan to graduate in August.

Students are encouraged to prepare presentation to present at the Graduate Research Day (early April) or HEHD Research Day (mid April).