TABLE OF CONTENTS

COLLEGE OF NURSING DIRECTORY ..................................................................................2
NURSING OFFICE HOURS/FACULTY OFFICE HOURS ....................................................3
NAP CLINICAL COORDINATOR DIRECTORY ...............................................................4
UNIVERSITY DIRECTORY ...............................................................................................5
RESOURCES AND SUPPORT SERVICES
- DUNS SCOTUS LIBRARY ...............................................................................................6
- ACADEMIC SUPPORT CENTER .....................................................................................6
- NAP SKILLS LAB ...........................................................................................................6
- FINANCIAL AID .............................................................................................................7
INTRODUCTION ..................................................................................................................7

COLLEGE OF NURSING
- MISSION .........................................................................................................................8
- VISION ............................................................................................................................8
- PHILOSOPHY ..................................................................................................................8
- LICENSURE AND ACCREDITATION ..............................................................................9

ORGANIZATIONAL/COMMUNICATION CHARTS
- COLLEGE OF NURSING ORGANIZATIONAL CHART .................................................10
- NURSE ANESTHESIA PROGRAM ORGANIZATIONAL CHART ...................................11

NAP COMMITTEE STRUCTURE
- NURSE ANESTHESIA PROGRAM SELECTION COMMITTEE (NAPSC) .....................12
- NURSE ANESTHESIA PROGRAM COUNCIL (NAPC) ..................................................12
- STUDENT COMMITTEE MEMBERSHIP ......................................................................13
- STUDENT COHORT REPRESENTATIVES .....................................................................13
- STUDENT PARTICIPATION IN PROGRAM EVALUATION ............................................13

PROGRAM DESCRIPTION
- DESIGN .........................................................................................................................14
- TIME COMMITMENT/MONITORING .............................................................................14
- TUITION AND EXPENSES .........................................................................................14

CURRICULUM OF THE NAP
- PURPOSE .......................................................................................................................15
- NAP OUTCOMES ..........................................................................................................15
- STUDENT LEARNING OUTCOMES .............................................................................16
- NAP ADMISSIONS REQUIREMENTS .........................................................................16

GRADUATE CERTIFICATE PROGRAM
- GRADUATE NURSE ANESTHESIA CERTIFICATE .......................................................18
- GNAC ADMISSIONS REQUIREMENTS .......................................................................19

NAP CURRICULUM SEQUENCE WITH CLOCK HOURS .............................................21
WAIVER CURRICULUM SEQUENCE WITH CLOCK HOURS (GNAC) ........................22

COURSE DESCRIPTIONS ................................................................................................23

NUR698 CAPSTONE PROJECT: PROCEDURES
- ROLE OF THE CAPSTONE ADVISOR .........................................................................29
- PROCEDURE FOR SELECTING CAPSTONE ADVISOR ...............................................29
- TIMELINES FOR CAPSTONE PROJECT ......................................................................30
- STUDENTS DESIRING TO COMPLETE A THESIS ......................................................30
- IRB APPROVAL .............................................................................................................31
- PUBLIC PRESENTATION OF CAPSTONE PROJECT ....................................................31
- PREPARATION OF A MANUSCRIPT ..........................................................................31
NURSE ANESTHESIA PROGRAM POLICIES

STUDENT TRANSPORTATION RELATED TO CLINICAL

HEALTH AND PROFESSIONAL REQUIREMENTS

ADMINISTRATION CRIMINAL BACKGROUND CHECKS

CLINICAL FITNESS FOR CLINICAL PARTICIPATION

NAP DRUG AND ALCOHOL POLICY

CORE CONCEPTS ORIENTATION

CLINICAL STUDENT CONDUCT WHILE PROVIDING NURSING CARE

ADVISING POLICY

NURSE ANESTHESIA PROGRAM PROGRESSIONAL-PROBATION-DISMISSAL-WITHDRAWAL

NURSE ANESTHESIA PROGRAM ATTENDANCE AND TIME OFF

NURSE ANESTHESIA PROGRAM ADMISSIONS POLICY

NAP CLINICAL AFFILIATION SITES

NAP EMPLOYMENT POLICY

CURRICULUM STANDARDS

GRADUATION CRITERIA

GNAC COMPLETION CRITERIA

ONLINE SUGGESTION BOX

EMAIL POLICY

STUDENT RECORDS

ACADEMIC HONESTY

COMPLAINTS/GRIEVANCE/APPEAL

FINAL GRADE GRIEVANCE POLICY

NON-ACADEMIC GRIEVANCE

ETHICS AND CONFIDENTIALITY

HIPAA

INSTITUTIONAL REVIEW BOARD (IRB)

RIGHTS AND RESPONSIBILITIES

STUDENTS RIGHTS AND RESPONSIBILITIES

PATIENT RIGHTS AND RESPONSIBILITIES

APPLICANT RIGHTS AND RESPONSIBILITIES

FACULTY RIGHTS AND RESPONSIBILITIES

CONDUCTING AND AFFILIATING AGENCY RIGHTS AND RESPONSIBILITIES

ACCREDITING AGENCY RIGHTS AND RESPONSIBILITIES

PROFESSIONAL OPPORTUNITIES

AANA STUDENT ASSOCIATE MEMBERSHIP, ASSOCIATION MEETINGS, AND MENTORING

SIGMA THETA TAU, ZETA THETA CHAPTER-AT-LARGE

HONORS, AWARDS, CONVOCATION, AND GRADUATION

SIGMA THETA TAU, INTERNATIONAL AWARDS

LOURDES UNIVERSITY NAP AWARDS

AGATHA HODGINS AWARD

NAP OUTSTANDING CLINICAL AFFILIATE FACULTY AWARD

NURSE ANESTHESIA EXCELLENCE IN ACADEMIC ACHIEVEMENT AWARD

CONVOCATION

BACCALAUREATE

COMMENCEMENT CEREMONY
CLINICAL PRACTICUM EXPECTATIONS/INFORMATION

PRACTICE AND PROFESSIONAL ETHICS-AANA CODE OF ETHICS.......................... 56

CLINICAL PRACTICUM OBJECTIVES

SEMESTER ONE, CLINICAL PRACTICUM ONE................................................................. 59
SEMESTER TWO, CLINICAL PRACTICUM TWO.............................................................. 59
SEMESTER THREE, CLINICAL PRACTICUM THREE....................................................... 61
SEMESTER FOUR, CLINICAL PRACTICUM FOUR........................................................... 62
SEMESTER FIVE, CLINICAL PRACTICUM FIVE............................................................... 64
SEMESTER SIX, CLINICAL PRACTICUM SIX................................................................. 66
SEMESTER SEVEN, CLINICAL PRACTICUM SEVEN...................................................... 67

CLINICAL AFFILIATIONS................................................................................................. 69

STUDENT SUPERVISION

ANESTHETIZING AREA..................................................................................................... 70
NONANESTHETIZING AREA.............................................................................................. 70

RATIO OF STUDENT TO INSTRUCTOR.............................................................................. 70

ATTENDANCE...................................................................................................................... 70

CLINICAL ASSIGNMENTS AND ROTATIONS................................................................. 70

CALL EXPERIENCE........................................................................................................... 71

CLINICAL SITE EVALUATION.......................................................................................... 71

SEE EXAM AND REVIEW COURSE.................................................................................. 71

STUDENT SUMMATIVE CLINICAL EVALUATION.......................................................... 71

DAILY FORMATIVE EVALUATION..................................................................................... 72

SELF EVALUATIONS........................................................................................................... 72

CARE PLANS..................................................................................................................... 72

CLINICAL CASE RECORDING............................................................................................ 72

DRESS CODE..................................................................................................................... 73

HEALTH INSURANCE........................................................................................................ 73

ADDENDUM: DRUG AND ALCOHOL POLICY................................................................. 74

SIGNATURE FORM............................................................................................................ 76
Dear Nurse Anesthesia Program Students,

We would like to welcome you to Lourdes University and the MSN Nurse Anesthesia Program. Congratulations on the beginning of your journey to becoming a nurse anesthetist.

We developed this handbook as a guide to provide you with information about Lourdes University, the MSN Nurse Anesthesia Program, and the policies and procedures that will be part of our program.

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

Jill Liebnau MS, CRNA  
Dawn AuBuchon, MS, CRNA
### COLLEGE OF NURSING DIRECTORY

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Credentials</th>
<th>Title</th>
<th>Room #</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>AuBuchon</td>
<td>Dawn</td>
<td>MS, CRNA</td>
<td>Nurse Anesthesia Program Assistant Administrator &amp; Instructor</td>
<td>SCH 237</td>
<td>(419) 517-8961</td>
</tr>
<tr>
<td>Deckelman</td>
<td>Sue</td>
<td>MSN, RN, CNS</td>
<td>Assistant Professor</td>
<td>SCH 244</td>
<td>(419) 824-3783</td>
</tr>
<tr>
<td>Didion</td>
<td>Judy</td>
<td>Ph.D., RN</td>
<td>Dean, Professor</td>
<td>SCH 252</td>
<td>(419) 517-8905</td>
</tr>
<tr>
<td>Doxsie</td>
<td>Gail</td>
<td>RN, MSN, CNP</td>
<td>Adjunct Faculty</td>
<td>SCH 251</td>
<td>(419) 824-3791</td>
</tr>
<tr>
<td>Grieves</td>
<td>Mark</td>
<td>MSN, CRNA</td>
<td>Adjunct Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grover</td>
<td>Barbara</td>
<td>MS, DNP, CRNA</td>
<td>Adjunct Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hamilton</td>
<td>Hollis</td>
<td>RRT, RN, CNS, MS, MSN, NE-BC</td>
<td>Instructor</td>
<td>SCH 254</td>
<td>(419)-517-8994</td>
</tr>
<tr>
<td>Hamm</td>
<td>Robin</td>
<td>MSN, RN</td>
<td>Instructor, BSN Program Chair</td>
<td>SCH 250</td>
<td>(419) 824-3794</td>
</tr>
<tr>
<td>Harrison</td>
<td>Rosalyn</td>
<td>DNAP, CRNA</td>
<td>Adjunct Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kruse</td>
<td>Julie</td>
<td>PhD, RN</td>
<td>Assistant Professor</td>
<td>SCH 248</td>
<td>(419) 824-3797</td>
</tr>
<tr>
<td>Liebnau</td>
<td>Jill</td>
<td>MS, CRNA</td>
<td>Administrator NA Program Assistant Professor</td>
<td>SCH 238</td>
<td>(419) 824-3775</td>
</tr>
<tr>
<td>Lutzmann</td>
<td>Cindy</td>
<td>MSN Administrative Assistant</td>
<td>Medical University</td>
<td>SCH 236</td>
<td>(419) 517-8879</td>
</tr>
<tr>
<td>Maurer</td>
<td>Mary Jo</td>
<td>Ph.D., MSN, RN</td>
<td>Assistant Professor</td>
<td>SCH 239</td>
<td>(419) 517-8960</td>
</tr>
<tr>
<td>Maziarz</td>
<td>Lauren</td>
<td>MSN, RN</td>
<td>Instructor</td>
<td>SCH 249</td>
<td>(419) 517-8995</td>
</tr>
<tr>
<td>Nims</td>
<td>Liz</td>
<td>Ph.D., RN,CPNP</td>
<td>Associate Professor</td>
<td>SCH 247</td>
<td>(419) 824-3787</td>
</tr>
<tr>
<td>Rawson</td>
<td>Sue</td>
<td>MS, CRNA</td>
<td>Half Time NAP Faculty</td>
<td>SCH 254</td>
<td>(419) 517-8956</td>
</tr>
<tr>
<td>Rush</td>
<td>Joanne</td>
<td>MS, DNP, CRNA</td>
<td>Adjunct Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strelow</td>
<td>Marisol</td>
<td>MSN, RN</td>
<td>Administrative Assistant</td>
<td>SCH 259</td>
<td>(419) 824-3871</td>
</tr>
<tr>
<td>Zajac</td>
<td>Lynne</td>
<td>PhD, RN</td>
<td>Interim MSN Program Director, Associate Professor</td>
<td>SCH 259</td>
<td>(419) 824-3863</td>
</tr>
<tr>
<td>Zechman</td>
<td>Rebecca</td>
<td>MSN, RN</td>
<td>Associate Professor, Nurse Recruiter/ Advisor/Faculty</td>
<td>SCH 234</td>
<td>(419) 824-3972</td>
</tr>
</tbody>
</table>

### Other Important Numbers

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>University Phone</td>
<td>(419) 885-3211</td>
</tr>
<tr>
<td>University (Toll-Free)</td>
<td>(800) 878-3210</td>
</tr>
<tr>
<td>MSN Nursing Office</td>
<td>(419) 517-8879</td>
</tr>
<tr>
<td>Nursing Fax</td>
<td>(419) 824-3985</td>
</tr>
<tr>
<td>Center for Nursing Scholarship</td>
<td>(419) 824-3871</td>
</tr>
</tbody>
</table>
NURSING OFFICE HOURS/FACULTY OFFICE HOURS
Nursing Office Hours/ Faculty Office Hours
The Nursing Office is open between the hours of 8:00 AM – 5:00 PM, Monday – Thursday and 8:00 AM – 4:00 PM, Friday. Individual Faculty office hours are provided in course syllabi and available upon request.

MSN Program Office Hours – St Clare Hall 236
The MSN Administrative Assistant’s hours are 9:30 AM – 6:00 PM, Monday – Thursday and 8:00 AM – 4:30 PM, Friday.
<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Credentials</th>
<th>Location</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Almasri</td>
<td>Mohamad</td>
<td>MD</td>
<td>St. Luke’s</td>
<td>(419) 893-5490</td>
<td>cc <a href="mailto:docmo@msn.com">docmo@msn.com</a></td>
</tr>
<tr>
<td>Bhat</td>
<td>Ramachandra</td>
<td>MD</td>
<td>Mercy St. Anne’s</td>
<td>(419) 407-2410</td>
<td><a href="mailto:Ramachandra_Bhat@mhsnr.org">Ramachandra_Bhat@mhsnr.org</a></td>
</tr>
<tr>
<td>Brenner</td>
<td>Jim</td>
<td>MD</td>
<td>Wildwood Surgery Center</td>
<td>(419) 531-8808</td>
<td><a href="mailto:jrbunc@aol.com">jrbunc@aol.com</a></td>
</tr>
<tr>
<td>Brown</td>
<td>Howard</td>
<td>MSN, CRNA</td>
<td>Toledo Hospital</td>
<td>Cell: (419) 360-1393</td>
<td><a href="mailto:supra@gmail.com">supra@gmail.com</a></td>
</tr>
<tr>
<td>Buehrer</td>
<td>Chris</td>
<td>BSN, RN, CRNA</td>
<td>Fulton County Health Center</td>
<td>(419) 335-2015 x2255</td>
<td><a href="mailto:ebuehrer2-lourdes@yahoo.com">ebuehrer2-lourdes@yahoo.com</a></td>
</tr>
<tr>
<td>Clemons</td>
<td>Mary</td>
<td>RN, CRNA</td>
<td>Fostoria Hospital</td>
<td>(419) 560-2572</td>
<td><a href="mailto:maryclemonscrna@yahoo.com">maryclemonscrna@yahoo.com</a></td>
</tr>
<tr>
<td>Gajdostik</td>
<td>Beth</td>
<td>MS, CRNA</td>
<td>Flower Hospital</td>
<td>(419) 350-8442</td>
<td><a href="mailto:Beth.Gajdostik@promedica.org">Beth.Gajdostik@promedica.org</a></td>
</tr>
<tr>
<td>Gallup</td>
<td>William</td>
<td>MD</td>
<td>ProMedica Wildwood Ortho. &amp; Spine Hospital</td>
<td>(419) 531-8808</td>
<td><a href="mailto:William.GallupMD@promedica.org">William.GallupMD@promedica.org</a></td>
</tr>
<tr>
<td>Gill</td>
<td>Sukhwinder</td>
<td>MD</td>
<td>Mercy St. Charles</td>
<td>(419) 696-7701</td>
<td><a href="mailto:sukhwindersgill@gmail.com">sukhwindersgill@gmail.com</a></td>
</tr>
<tr>
<td>Grieves</td>
<td>Mark</td>
<td>MSN, CRNA</td>
<td>Mercy Hospital of Defiance</td>
<td>Cell: (253) 732-0153</td>
<td><a href="mailto:mgrieves@hotmail.com">mgrieves@hotmail.com</a></td>
</tr>
<tr>
<td>Hamilton</td>
<td>Kevin</td>
<td>MSN, CRNA</td>
<td>Mercy Hospital of Defiance</td>
<td>Home: (419) 784-3870</td>
<td><a href="mailto:kevinhamilton@yahoo.com">kevinhamilton@yahoo.com</a></td>
</tr>
<tr>
<td>Lamb</td>
<td>Christy</td>
<td>MS, CRNA</td>
<td>Community Hospitals &amp; Wellness Centers, Bryan</td>
<td>Cell: (419) 799-0688</td>
<td><a href="mailto:lambcl129@yahoo.com">lambcl129@yahoo.com</a></td>
</tr>
<tr>
<td>Luther</td>
<td>Glenn</td>
<td>MS, CRNA</td>
<td>Mercy St. Vincent’s</td>
<td>(419) 251-3740</td>
<td><a href="mailto:Glenn.Luther@mhsnr.org">Glenn.Luther@mhsnr.org</a></td>
</tr>
<tr>
<td>Martin</td>
<td>Randy</td>
<td>CRNA</td>
<td>Defiance Regional Medical Center</td>
<td>(740) 360-5833</td>
<td><a href="mailto:rmartin4081@yahoo.com">rmartin4081@yahoo.com</a></td>
</tr>
<tr>
<td>Nelson</td>
<td>Nataya Malai</td>
<td>MSN CRNA</td>
<td>Mercy St. Charles</td>
<td>Cell: (407) 803-1107</td>
<td><a href="mailto:Nataya.malai@yahoo.com">Nataya.malai@yahoo.com</a></td>
</tr>
<tr>
<td>Ondrus</td>
<td>Kendra</td>
<td>MS, CRNA</td>
<td>ProMedica Ortho. &amp; Spine Hospital</td>
<td>(419) 297-5968</td>
<td><a href="mailto:Kendra.Ondrus@promedica.org">Kendra.Ondrus@promedica.org</a></td>
</tr>
<tr>
<td>Overmyer</td>
<td>Denise</td>
<td>MA, CRNA</td>
<td>Community Hospitals &amp; Wellness Centers, Bryan</td>
<td>(419) 487-0337</td>
<td><a href="mailto:drdream1@frontier.com">drdream1@frontier.com</a></td>
</tr>
<tr>
<td>Peterson</td>
<td>JR</td>
<td>MS, CRNA</td>
<td>Mercy St. Anne</td>
<td>Cell: (419) 410-0059</td>
<td><a href="mailto:jrcrna@gmail.com">jrcrna@gmail.com</a></td>
</tr>
<tr>
<td>Rush</td>
<td>Joanne</td>
<td>DNP CRNA</td>
<td>St Luke’s Hospital / Surgicare</td>
<td>Cell: (419) 343-9311</td>
<td><a href="mailto:misyajsja@yahoo.com">misyajsja@yahoo.com</a></td>
</tr>
<tr>
<td>Sattler</td>
<td>Elaine</td>
<td>CRNA</td>
<td>Surgery Center at Regency Park</td>
<td>(419) 882-0003</td>
<td><a href="mailto:erms54@yahoo.com">erms54@yahoo.com</a></td>
</tr>
<tr>
<td>Sprow</td>
<td>Jason</td>
<td>MSN, CRNA</td>
<td>Fulton County Health Center</td>
<td>Cell: (419) 438-2938</td>
<td>js <a href="mailto:prow@fullhealth.org">prow@fullhealth.org</a></td>
</tr>
<tr>
<td>Stuckey</td>
<td>Jordan</td>
<td>MD</td>
<td>Defiance Regional Medical Center</td>
<td>Home: (202) 607-0720</td>
<td><a href="mailto:Jordan.StuckeyMD@promedica.org">Jordan.StuckeyMD@promedica.org</a></td>
</tr>
<tr>
<td>Swartley</td>
<td>Bill</td>
<td>MS, CRNA</td>
<td>Blanchard Valley</td>
<td>(620) 327-7329</td>
<td><a href="mailto:bill.swartley@gmail.com">bill.swartley@gmail.com</a></td>
</tr>
<tr>
<td>White</td>
<td>Eric</td>
<td>MSNA, CRNA</td>
<td>Wood County</td>
<td>Cell: (303) 912-6186</td>
<td><a href="mailto:ericwhite555@gmail.com">ericwhite555@gmail.com</a></td>
</tr>
<tr>
<td>Department</td>
<td>Name</td>
<td>Title</td>
<td>Office</td>
<td>Phone Number</td>
<td></td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------------------</td>
<td>------------------------------</td>
<td>-----------</td>
<td>--------------</td>
<td></td>
</tr>
<tr>
<td>Academic Support Center</td>
<td>Chrissy Knapke</td>
<td>Asst. Director</td>
<td>DEH 105B</td>
<td>(419) 824-3910</td>
<td></td>
</tr>
<tr>
<td>Accessibility Services</td>
<td>Christine Miller</td>
<td>Asst. Director</td>
<td>SFH 109</td>
<td>(419) 824-3523</td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>Ann Morris</td>
<td>Manager</td>
<td></td>
<td>(419) 824-3694</td>
<td></td>
</tr>
<tr>
<td>Bursar</td>
<td>Pat Gray</td>
<td>Bursar</td>
<td>MAH 127</td>
<td>(419) 824-3695</td>
<td></td>
</tr>
<tr>
<td>Campus Ministry</td>
<td>Sr. Barbara Vano</td>
<td>Director</td>
<td>San Damiano Campus Ministry House</td>
<td>(419) 824-3861</td>
<td></td>
</tr>
<tr>
<td>Counseling Services</td>
<td>Sophia Center</td>
<td></td>
<td>Sophia Center</td>
<td>(419) 882-4529</td>
<td></td>
</tr>
<tr>
<td>Financial Aid</td>
<td>Deb LaJeunesse</td>
<td>Financial Aid Director</td>
<td>MAH 122</td>
<td>(419) 824-3733</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td>Sr. Shannon Schrein</td>
<td>Dean</td>
<td>MOT3 101</td>
<td>(419) 824-3819</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td>Tara Hanna</td>
<td>Director of Graduate School Admissions</td>
<td>MOT3 104</td>
<td>(419) 824-3517</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td>Kelly Conkle</td>
<td>Graduate Student Services Coordinator</td>
<td>MOT3 102</td>
<td>(419) 517-8881</td>
<td></td>
</tr>
<tr>
<td>Corporate, Foundation &amp; Government Relations</td>
<td>Cindy Hurst</td>
<td>Director</td>
<td>REG 121</td>
<td>(419) 824-3752</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>James Page, Jr.</td>
<td>Help Desk</td>
<td>MCH 003</td>
<td>(419) 824-3815</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>Murray, Linda</td>
<td>Library Assistant</td>
<td>SCH 147</td>
<td>(419) 824-3761</td>
<td></td>
</tr>
<tr>
<td>Registrar</td>
<td>Michelle Rable</td>
<td>Registrar</td>
<td>LH 217</td>
<td>(419) 824-3816</td>
<td></td>
</tr>
<tr>
<td>Security (on Campus)</td>
<td>Michelle Vollmar</td>
<td>Director</td>
<td>MOT 1 Room 118</td>
<td>(419) 517-8953</td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td>Michelle Vollmar</td>
<td></td>
<td>*411 (on campus)</td>
<td>(419) 517-8953</td>
<td></td>
</tr>
<tr>
<td>Welcome Center</td>
<td>LouAnn Fletcher</td>
<td>Receptionist</td>
<td>REH 102A</td>
<td>(419) 885-3211</td>
<td></td>
</tr>
</tbody>
</table>
RESOURCES AND SUPPORT SERVICES
DUNS SCOTUS LIBRARY
The Lourdes University Library is located in St. Clare Hall. The library provides the following services:

- A large assortment of reference materials, books, periodicals and computer assistance review of literature.
- Full time and part time librarians provide services for learning how to access the library catalog and databases to find books, periodicals, multimedia and other resources.
- Journal access to OhioLINK databases available from home or campus.
- Computer workstations are available for the on-line catalog, journal databases, and Internet. All computers are equipped with Microsoft Office.
- In the main reading room, tables are equipped and wired for laptop computers.
- A TV/VCR and a DVD player are available for individual student use to view videos for assignments. An ID must be presented at Circulation Desk.
- A laser printer at the Circulation Desk costs 10 cents per sheet after 20 free sheets per day.
- Color printing is available for 50 cents per sheet.
- Two small study rooms are available for group work.
- Library group instruction classes are available upon the request of faculty.

ACADEMIC SUPPORT CENTER
The Academic Support Center, located in Delp Hall, provides free academic support services to currently enrolled students. Services include tutoring, workshops, multi-media technologies, Internet resources, and proctored testing (including all entrance and exit standardized tests). A nominal printing fee per page is charged for black and white copies after the first 20 pages per day. The Academic Support Center houses some of nursing computer software and video media. For more information, call 419-824-3748.

NAP SKILLS LAB
The NAP skills lab is located in St. Joseph's Hall 108. The NAP skills lab will be utilized in conjunction with NUR603 for basic, and NUR604 and NUR619 for advanced anesthesia/assessment skills training. The NAP skills lab will be available to students for additional practice during designated hours posted each semester and by appointment with a NAP faculty member. Additional trainers/simulators will be added to supplement the nurse anesthesia skills laboratory as the program evolves. Advanced simulator training will be investigated with community agencies and details will be communicated as opportunities are secured.

Students will also have access to the College of Nursing Learning Laboratory, which is housed in St. Joseph's Hall, to accommodate mid-range simulation equipment, hospital-like patient bed stations, audiovisual equipment, and computer stations. This lab is staffed by nurses who specialize in clinical skill development. Equipment is organized and available for the specific needs of the clinical courses.
FINANCIAL AID
LOAN REPAYMENT RESPONSIBILITIES
Financial aid information is readily available in the Lourdes University Catalog and is also available on the Lourdes University website. The following are general consumer information subject areas. http://www.lourdes.edu/FinancialAid/ConsumerInformation.aspx).

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

The Lourdes University MSN Nurse Anesthesia Program students will be informed of their ethical responsibility regarding financial assistance and repayment during the initial orientation to the program. Students will be encouraged to participate in a Financial Aid information session provided by the Financial Aid department of Lourdes University during the 1st and 7th semester. In addition, students will be counseled through formal online Entrance and Exit Counseling processes provided by the Financial Aid department:

Entrance: https://studentloans.gov/myDirectLoan/index.action
Exit: http://www.nslds.ed.gov/nslds_SA

INTRODUCTION
Lourdes University and the College of Nursing are accountable to the public for the quality of professional nurses who graduate from our Master’s of Science in Nursing (MSN) Nurse Anesthesia Program or receive certificate from our Graduate Nurse Anesthesia Certificate (GNAC) program. Therefore, Lourdes University and the College of Nursing have the right and responsibility to establish standards of admission, retention, progression, dismissal, and graduation in accordance with its philosophy and program objectives in order to protect the integrity of the educational program. Nurse anesthesia students have the right to an educational environment where the freedom to learn is provided.

The nurse anesthesia student is responsible for becoming familiar with published policy governing the regulation and procedures of the Lourdes University Graduate School and the Nurse Anesthesia Program. Signed written confirmation of review of the material in these handbooks will be completed annually and stored in the student’s file.

The policies covered in this handbook are subject to change at the discretion of Lourdes University, the College of Nursing, the Nurse Anesthesia Program Administration, and by recommendation of any standing committee. Nurse Anesthesia policies and procedures will be reviewed every three years and revisions made whenever necessary. Students will be notified of changes by means of Lourdes University electronic communication, verbal notification in class, as well as written documentation of the changes.

For updates, please visit our website at http://www.lourdes.edu.

This handbook is published for informational purposes only. It creates no contract rights for either students or staff. All questions concerning the application of any stated policy to an individual must be referred to the appropriate University officials for final determination.
COLLEGE OF NURSING
MISSION
The CON exists to prepare undergraduate and graduate students in an individualized educational environment that incorporates quality nursing practice, critical thinking, leadership, diversity, and Christian ethics. Both the undergraduate and graduate programs will prepare professional nurses who are competent in providing holistic care in a variety of settings in a dynamic society. The Bachelor of Science in Nursing degree builds on the liberal arts tradition of the University to prepare nurse generalists who are able to practice in the community, fulfill leadership roles, and utilize research. The Master of Science in Nursing degree builds upon the baccalaureate curriculum to prepare graduates for advanced nursing roles by promoting the development of advanced education and nursing leadership and advanced clinical practice in nurse anesthesia knowledge, concepts, and skills. Emphasis is placed on nursing theory, research, and practice to facilitate personal and professional development in an environment that reflects the University’s Franciscan values and encourages lifelong learning.

VISION
Recognized as a national leader for excellence in nursing education, Lourdes University College of Nursing graduates an innovative workforce that continuously improves quality and safety in healthcare delivery systems and exemplifies holism, ethics, diversity, community service, and Franciscan values.

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

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

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

The Faculty believes baccalaureate nursing education builds on a liberal arts education to prepare generalists to practice values-based nursing within the community, fulfill leadership roles and provide evidenced based nursing care. Masters nursing education builds upon the baccalaureate curriculum to prepare graduates for advanced nursing roles by promoting the development of advanced knowledge, concepts and skills.
Licensure and Accreditation
Lourdes University has been granted Certificate of Authorization by the State of Ohio through the Ohio Board of Regents for a Master of Science in Nursing degree through 2018.

The U.S. Department of Education recognizes the North Central Association of Colleges and Schools, The Higher Learning Commission, as a regional accrediting agency. The scope of recognition of this agency includes accreditation and pre-accreditation of degree granting institutions of higher learning in the State of Ohio. Lourdes University, Sylvania, Ohio is accredited by the North Central Association of Colleges and Schools to grant a Master of Science in Nursing degree through 2017.

Lourdes University Master of Science in Nursing Program was initially accredited by the Commission on Collegiate Nursing Education on November 3, 2008. The accreditation term for the Master of Science in Nursing Program expires December 31, 2023.

The Lourdes University MSN Nurse Anesthesia Program is accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs, 222 South Prospect Avenue Suite 304, Park Ridge Illinois 60068-4001, (847)-692-7050. The accreditation term expires May 2016.
ORGANIZATIONAL/COMMUNICATION CHARTS

COLLEGE OF NURSING ORGANIZATIONAL CHART (11/2012)

Dean of Graduate School
  Dean of Nursing College
    Administrative Assistant/Receptionist
    Administrative Assistants
  Administrative Assistant to the Dean
  Work Study Students

Chair of Undergraduate Nursing Students
  Associate Chair of Undergraduate Clinical Education
  Adjunct Faculty and Teaching Assistants
  Lab Coordinator
  Administrative Assistant
  Work Study Students

Director of MSN Program
  Graduate Faculty
    NAP Program Administrator
      NAP Program Assistant Administrator
  Graduate Nursing Advisor
    Administrative Assistant

Coordinator of Nursing Advisors and Enrollment Management
  Advisors
    Administrative Assistant
The College of Nursing is responsible for the mission, philosophy and learning outcomes of the all Nursing Programs. The central decision-making body of the College of Nursing is the General Nursing Assembly (GNA). The standing committees of the GNA include BSN Admission, Progression and Graduation (APG), BSN Curriculum, BSN Evaluation, and MSN Committee. Recommendations from the Nurse Anesthesia Program Selection Committee as well as the Nurse Anesthesia Program Council are reported to the MSN Committee. Recommendations may be reported to the Graduate Executive Council for final review if appropriate.

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

**NAP COMMITTEE STRUCTURE**

**NURSE ANESTHESIA PROGRAM SELECTION COMMITTEE (NAPSC)**
The purpose of the committee is to select cohorts for the Nurse Anesthesia program and monitor the admission policy and procedure. Members of the NAPS Committee are appointed by the Dean of the College of Nursing in consultation with the Nurse Anesthesia Program Administrator and with consideration of the General Nursing Assembly (GNA) member preference. At least one senior student who is currently enrolled in the Nurse Anesthesia program is invited to serve on the NAPS Committee by the Nurse Anesthesia Program Administrator. General members include and are not limited to:

- Nurse Anesthesia Program Administrator
- Clinical Affiliate Clinical Coordinators
- Nurse Anesthesia Program Assistant Administrator
- MSN Director
- Non- CRNA program faculty representative
- Senior Nurse Anesthesia Student representatives

**NURSE ANESTHESIA PROGRAM COUNCIL (NAPC)**
The functions of the NAPC Committee are as follows:

1. Drafts and reviews all proposed changes in the admission, progression, and graduation policies for the NAP Program.
2. Drafts and reviews all proposed changes in NAP administrative policy and procedure.
3. Review curriculum proposals.
4. Monitor the implementation of the NAP curriculum.
5. Monitor and recommend changes to the NAP assessment plan.
6. Review student progress.
7. Analyze/evaluate/recommend action on issues dealing with COA Standards for accreditation.

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

- Clinical Affiliate Clinical Coordinators
- Clinical affiliate faculty
- Nurse Anesthesia Program Assistant Administrator
- MSN Director
- Public member
- Non-CRNA program faculty representative
- Student representative

**STUDENT COMMITTEE MEMBERSHIP**
Students willing to serve on the MSN, NAPC, and NAPSC committees must inform the NAP Administrator. For the MSN Committee, one student representative from each cohort and concentration is asked to serve. The appointment is for one year.

In addition, at least one senior student who is currently enrolled in the Nurse Anesthesia program is invited to serve on the NAPS Committee by the Nurse Anesthesia Program Administrator and at least one student from each cohort who is currently enrolled in the Nurse Anesthesia program is invited to serve on the NAP Council by the Nurse Anesthesia Program Administrator. The appointment is for one year.

**STUDENT COHORT REPRESENTATIVES**
Each nurse anesthesia cohort will be required to select two cohort representatives to serve as the communication liaison with the Nurse Anesthesia Program administration. Elections will be held at the conclusion of the second semester and the cohort representatives will serve for the duration of the program. Nurse Anesthesia Program administration will meet twice a semester with student representatives and will meet twice a semester and as needed with the entire cohort to discuss issues and foster communication. Formal and informal cohort meetings will be scheduled by the cohort representatives as needed.

**STUDENT PARTICIPATION IN PROGRAM EVALUATION**
In addition to continuous informal student/faculty interaction, students routinely participate in program evaluation and assessment of learning outcomes through completion of Course, Clinical site, and Practicum Evaluations, as well as mid-program, and end of program focus group interviews and other assessment tools. The Nurse Anesthesia Program will conduct student evaluations of the Nurse Anesthesia Program at one year, two years, and upon exit from the program.

After graduation, students participate in program assessment of learning outcomes by completing the *End of Program Questionnaire* and *End-of-Program Focus Group Interview* as well as other assessment tools. In addition, MSN Nurse Anesthesia Program graduates have the opportunity to participate in the *Graduate/Alumni Surveys*. 
PROGRAM DESCRIPTION

DESIGN
The Nurse Anesthesia Program at Lourdes University is 28 months of continuous coursework, including didactic and clinical practicum. The program consists of seven 15 week semesters, with an additional week for final exams. Students will also be assigned clinical practicum experience during scheduled University breaks. Clinical practicum will be scheduled to afford the student the maximum opportunity to meet the case requirements required by the Council on Accreditation of Nurse Anesthesia Educational Programs, and will not follow the academic calendar of the University. All students are enrolled full-time, and there is not a part-time student option.

The curriculum is designed to emphasize didactic instruction in the first year, with progressive clinical experiences, and to emphasize clinical instruction in the second year and a half with integrated didactic coursework. Students are introduced into the clinical setting during their first semester and transition to their assigned clinical practicum rotations with didactic courses integrated throughout the remainder of the program.

TIME COMMITMENT/MONITORING
The Lourdes University Nurse Anesthesia Program Administrators and Faculty promote safety and expect quality patient care from their students. During the admission interview, and in the marketing materials, students will be informed that this is an intensive educational program. Student schedules will be monitored by the Nurse Anesthesia Program Administrator. Every semester at least two students will be randomly selected and their Medatrax data will be examined for the time commitment.

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

TUITION AND EXPENSES
The tuition and other expense information for the Nurse Anesthesia Program are available in all recruitment materials. Tuition for each entering cohort is fixed for the duration of the program. The graduate tuition rate for the MSN:NAP will be charged in a per semester fashion (see University Catalog). Estimated additional expenses include, but are not limited to:

- Non-Refundable Application Fee $25
- Non-Refundable reservation Deposit (will be applied to first semester tuition) $2,000
- Criminal Background Check $70
- AANA Association Membership $200
CURRICULUM OF THE NAP

PURPOSE
The MSN Nurse Anesthesia Program (NAP) was created to prepare nurses for service in the advanced practice role of nurse anesthesia. The program was designed for nurses who have a foundation in quality nursing practice, independent decision making abilities, advanced psychomotor skills, the ability to interpret advanced monitoring modalities, plus superior collaboration and communication skills. The program is for nurses who have a foundation of quality nursing practice, critical thinking, leadership, diversity, and a holistic nursing philosophy.

NAP OUTCOMES
The Lourdes University Nurse Anesthesia Program will assess quality and sustainability in the following areas:

- Number of students who complete the program.
- Number of graduates that pass the National Certification Examination for Nurse Anesthetists in accordance with the Council on Accreditation Examination policy.
- Number of graduates who secure employment within 6 months post-graduation.

Nurse Anesthesia Program Outcomes

1. Ensure 100% of the students successfully complete the program, but a rate of 92% will be noted as acceptable.
2. Establish the benchmark for first time pass rates of the National Certification Examination to be 100%, and a rate of 92% will be noted as acceptable.
3. Produce graduates who reflect Franciscan values and best practices related to the advanced role of nurse anesthesia.
4. Produce graduates who are committed to the advancement of nursing scholarship as evidenced by professional publication and presentations.
5. Document that 90% of graduates are satisfied with the MSN Nurse Anesthesia program of study.
6. Produce graduates who are prepared as nurse anesthetists in a variety of settings.
STUDENT LEARNING OUTCOMES
MSN Program Student Learning Outcomes
The student will:

1. Incorporate knowledge from nursing science, related fields, and professional foundations in building advanced nursing roles.
2. Collaborate in scholarly activities of evaluation, application, and integration of nursing research into holistic nursing practice.
3. Engage in professional activities, advocate for change, and articulate the role of the advanced nurse through interdisciplinary interaction.
4. Integrate Franciscan and personal values and beliefs into a framework for advanced nursing.
5. Demonstrate an understanding and appreciation of human diversity in the provision of health care.
6. Explore the impact of ethical, political, economic, legal, and moral issues related to healthcare in society.
7. Develop a commitment for lifelong learning and advanced study.

NAP Student Learning Outcomes:
The student will:

1. Demonstrate appropriate scientific knowledge and psychomotor ability while providing anesthesia care.
2. Demonstrate safety and vigilance to protect the patient from harm.
3. Provide individualized anesthesia care to meet the needs of the patient.
4. Demonstrate effective oral and written communication skills.
5. Demonstrate professionalism and responsibility in the advanced practice role of the nurse anesthetist.
6. Utilize critical thinking and decision making skills to impact patient care.

ADMISSIONS REQUIREMENTS
LOURDES UNIVERSITY MSN NURSE ANESTHESIA PROGRAM ADMISSIONS REQUIREMENTS (3/19/2013)
Lourdes University Nurse Anesthesia program admission process does not discriminate on the basis of race, color, religion, age, gender, national origin, marital status, disability, sexual orientation, or any factor protected by law. Applicants seeking admission to the graduate program must meet the admission requirements of the Lourdes University Graduate School and the MSN nurse anesthesia concentration. These include:

1. Graduation from an accredited (NLNAC or CCNE) nursing program.
2. A baccalaureate degree in Nursing or other appropriate major from a regionally accredited college or university. Degrees must be completed and final transcripts submitted prior to the application deadline.

The registered nurse with a Bachelor’s Degree in another discipline must complete a statistics course, a research course as well as a course in Community Health Nursing. If the
nurse can demonstrate extensive knowledge of community nursing concepts through practice experiences or an undergraduate degree showing a community focus, this may be considered as meeting the Community Health Nursing requirement. Applicants who need to meet the community nursing, statistics, and/or research course(s) requirements can be conditionally admitted into the program; however these requirements must be met prior to beginning the Nurse Anesthesia Program classes.

3. A cumulative GPA of 3.0 or higher on a 4.0 scale including a math/science GPA of 3.0 or higher on a 4.0 scale. An official college transcript from each college/university attended must be submitted directly to the graduate school from the institution of origin. (Undergraduate science courses must be no more than 10 years prior to application to the program. Grades in these courses must be at or above a 3.0.)

4. Completion of the Graduate Record Examination (GRE) within the last five years prior to application. A combined Quantitative and Verbal Reasoning score of 300 (revised test) or 1000 (previous test), and a score greater than 3.5 on the analytical writing section is preferred. Test scores must be received by the graduate school prior to the application deadline.

5. A current, unrestricted licensure as a registered nurse in any state (Ohio licensure required prior to starting the program). Provide copy with application.

6. A minimum of 2 years (within the last five years) as a Registered Nurse (RN) in a critical care area prior to matriculation. Candidates with one year critical care experience must remain employed in a critical care area within 3 months of starting class. All types of intensive care areas, OR, ER and PACU nursing will be considered as fulfilling this requirement. Direct patient care is required. Candidates must possess the following:
   a. Independent decision making
   b. Advanced psychomotor skills
   c. Ability to interpret advanced monitoring modalities
   d. Superior collaboration and communication skills

7. Current Basic Life Support, Advanced Cardiac Life Support, and Pediatric Advanced Life Support training. Training must be maintained throughout the program. Provide documentation of training with each application.

8. Provide a professional goal statement which includes why you have chosen nurse anesthesia as a profession, why you have chosen a faith based institution, and specifically why you have chosen Lourdes University. (500 words maximum)

9. Provide three letters of recommendation utilizing the Lourdes University reference form. References must be from the following individuals:
   a. An anesthesia provider
   b. An immediate supervisor
   c. A physician the applicant has worked closely with in the critical care area
10. A minimum shadowing experience of 1-2 days with a CRNA or a MDA. Additional shadowing is preferred.

11. Submit a Curriculum Vita.

12. Critical care certification (examples CCRN, CNOR) is encouraged for first time applicants, and is preferred for reapplication to the program.

13. Submit completed application and application fee.

14. Successfully complete the interview process (interviews are by invitation only).

15. A background check, health and drug screening will be required prior to beginning the program.

16. NAP candidates previously enrolled in a Nurse Anesthesia Program will be considered on a case by case basis. Documentation from the previous Nurse Anesthesia Program Administrator is required. If accepted, candidates will be required to complete the entire program.

17. A non-refundable deposit is required, once admitted, to reserve a place in the program. (The non-refundable deposit will be applied to the students account once enrolled in the program. If the student does not enroll in the program, the deposit shall be forfeited.)

   Note: Due to the very competitive nature of the admissions process, applicants should understand that meeting minimum standards does not guarantee admission. All completed applications will be screened, and the most qualified candidates will be selected to participate in the interview process.

GRADUATE CERTIFICATE PROGRAM
For nurses with a Master of Science Degree in Nursing, a Graduate Certificate Program is offered in Nurse Anesthesia. A description of the certificate program follows.

GRADUATE NURSE ANESTHESIA CERTIFICATE
The Graduate Nurse Anesthesia Certificate (GNAC) program is designed for nurses who may have a Master’s Degree in Nursing with a concentration in areas other than nurse anesthesia and want the knowledge, skills and ability to become a Certified Registered Nurse Anesthetist and provide anesthesia in the clinical setting. The GNAC program is an alternative for those individuals who desire nurse anesthesia knowledge, but are not necessarily interested in completing another Master’s Degree. Nurses interested in this certificate program will take the entire anesthesia related curriculum including Clinical Practicum I – VII and one course related to professional aspects of Nurse Anesthesia (descriptions of these courses and curriculum sequence are found in the College catalog). Potential candidates must successfully complete the application and selection process for admission into the program. Upon successful completion of the program, graduates will be awarded a “Post- Masters Certificate in Nurse Anesthesia”.
Lourdes University Nurse Anesthesia program admission process does not discriminate on the basis of race, color, religion, age, gender, national origin, marital status, disability, sexual orientation, or any factor protected by law. Applicants seeking admission to the graduate program must meet the admission requirements of the Lourdes University Graduate School and the MSN nurse anesthesia concentration. These include:

1. Graduation from an accredited (NLNAC or CCNE) MSN nursing program.

2. A Master’s degree in Nursing from a regionally accredited college or university. Degree must be completed and final transcripts submitted prior to the application deadline.

3. A cumulative GPA of 3.0 or higher on a 4.0 scale including a math/science GPA of 3.0 or higher on a 4.0 scale. An official college transcript from each college/university attended must be submitted directly to the graduate school from the institution of origin. (Undergraduate science courses must be no more than 10 years prior to application to the program. Grades in these courses must be at or above a 3.0.)

4. Completion of the Graduate Record Examination (GRE) within the last five years prior to application. A combined quantitative and verbal score of 1000 (for exams taken prior to August 2011) or 300 (for exams taken after August 2011) and a score greater than 3.5 on the analytical writing section is preferred. Test scores must be received by the graduate school prior to the application deadline.

5. A current, unrestricted licensure as a registered nurse in any state (Ohio licensure required prior to starting the program). Provide copy with application.

6. A minimum of 2 years (within the last five years) as a Registered Nurse (RN) in a critical care area prior to matriculation. Candidates with one year critical care experience must remain employed in a critical care area within 3 months of starting class. All types of intensive care areas, OR, ER and PACU nursing will be considered as fulfilling this requirement. Direct patient care is required. Candidates must possess the following:
   a. Independent decision making
   b. Advanced psychomotor skills
   c. Ability to interpret advanced monitoring modalities
   d. Superior collaboration and communication skills

7. Current Basic Life Support, Advanced Cardiac Life Support, and Pediatric Advanced Life Support training. Training must be maintained throughout the program. Provide documentation of training with each application.

8. Provide a professional goal statement which includes why you have chosen nurse anesthesia as a profession, why you have chosen a faith based institution, and specifically why you have chosen Lourdes University. (500 words maximum)
9. Provide three letters of recommendation utilizing the Lourdes University reference form. References must be from the following individuals:
   a. An anesthesia provider
   b. An immediate supervisor
   c. A physician the applicant has worked closely with in the critical care area

10. A minimum shadowing experience of 1-2 days with a CRNA or a MDA. Additional shadowing is preferred.

11. Submit a Curriculum Vita.

12. Critical care certification (examples CCRN, CNOR) is encouraged for first time applicants, and is preferred for reapplication to the program.

13. Submit completed application and application fee.

14. Successfully complete the interview process (interviews are by invitation only).

15. A background check, health and drug screening will be required prior to beginning the program.

16. A non-refundable deposit is required, once admitted, to reserve a place in the program. (The non-refundable deposit will be applied to the students account once enrolled in the program. If the student does not enroll in the program, the deposit shall be forfeited.)

   NOTE: Due to the very competitive nature of the admissions process, applicants should understand that meeting minimum standards does not guarantee admission. All completed applications will be screened, and the most qualified candidates will be selected to participate in the interview process.

17. Candidates previously enrolled in a Nurse Anesthesia Program will be considered on a case by case basis.
<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Description</th>
<th>Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester (1)</strong></td>
<td>NUR 603 Basic Principles of Anesthesia + Lab</td>
<td>3</td>
<td>90</td>
</tr>
<tr>
<td></td>
<td>NUR 606 Chemistry &amp; Physics for Nurse Anesthesia</td>
<td>2</td>
<td>37.5</td>
</tr>
<tr>
<td></td>
<td>NUR 607 Pharmacology I</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 613 Advanced Anatomy and Physiology/Pathophysiology I</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 600 Theory and Values for Advanced Nursing</td>
<td>3</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>NUR 630 Clinical Practicum I</td>
<td>1</td>
<td>56</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>15</td>
<td></td>
</tr>
<tr>
<td><strong>Spring Semester (2)</strong></td>
<td>NUR 604 Advanced Principles of Anesthesia I + Lab</td>
<td>3</td>
<td>90</td>
</tr>
<tr>
<td></td>
<td>NUR 614 Advanced Anatomy and Physiology/Pathophysiology II</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 608 Pharmacology II</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 631 Clinical Practicum II</td>
<td>3</td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>12</td>
<td></td>
</tr>
<tr>
<td><strong>Summer Semester (3)</strong></td>
<td>NUR 605 Advanced Principles of Anesthesia II</td>
<td>2</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>NUR 615 Advanced Anatomy and Physiology/Pathophysiology III</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 619 Advanced Physical Health Assessment</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>NUR 632 Clinical Practicum III</td>
<td>3</td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td><strong>Fall Semester (4)</strong></td>
<td>NUR 612 Health Care Policy in a Diverse Community</td>
<td>3</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>NUR 622 Advanced Nursing Inquiry for Evidence-based Practice</td>
<td>3</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>NUR 633 Clinical Practicum IV</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>9</td>
<td></td>
</tr>
<tr>
<td><strong>Spring Semester (5)</strong></td>
<td>NUR 696 Professional Proposal Design</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>NUR 634 Clinical Practicum V</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td><strong>Summer Semester (6)</strong></td>
<td>NUR 698 Nursing Capstone</td>
<td>3</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>NUR 635 Clinical Practicum VI</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td><strong>Fall Semester (7)</strong></td>
<td>NUR 691 Senior Seminar (Board review)</td>
<td>3</td>
<td>80</td>
</tr>
<tr>
<td></td>
<td>NUR 636 Clinical Practicum VII</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td><strong>Concentration Total</strong></td>
<td></td>
<td>64</td>
<td></td>
</tr>
</tbody>
</table>

Prerequisite: Statistics = 3 hours
## WAIVER CURRICULUM SEQUENCE WITH CLOCK HOURS (GNAC)

<table>
<thead>
<tr>
<th>Semester (1)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 603 Basic Principles of Anesthesia + Lab</td>
<td>3</td>
<td>90</td>
</tr>
<tr>
<td>NUR 606 Chemistry &amp; Physics for Nurse Anesthesia</td>
<td>2</td>
<td>37.5</td>
</tr>
<tr>
<td>NUR 607 Pharmacology I</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 613 Advanced Anatomy and Physiology/Pathophysiology I</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 630 Clinical Practicum I</td>
<td>1</td>
<td>56</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (2)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 604 Advanced Principles of Anesthesia I + Lab</td>
<td>3</td>
<td>90</td>
</tr>
<tr>
<td>NUR 614 Advanced Anatomy and Physiology/Pathophysiology II</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 608 Pharmacology II</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 631 Clinical Practicum II</td>
<td>3</td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (3)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 605 Advanced Principles of Anesthesia II</td>
<td>2</td>
<td>30</td>
</tr>
<tr>
<td>NUR 615 Advanced Anatomy and Physiology/Pathophysiology III</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 619 Advanced Physical Health Assessment</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 632 Clinical Practicum III</td>
<td>3</td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>11</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (4)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 646 Professional Aspects of Nurse Anesthesia</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>NUR 633 Clinical Practicum IV</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (5)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 634 Clinical Practicum V</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (6)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 635 Clinical Practicum VI</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester (7)</th>
<th>Semester Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 691 Senior Seminar (Board review)</td>
<td>3</td>
<td>90</td>
</tr>
<tr>
<td>NUR 636 Clinical Practicum VII</td>
<td>3</td>
<td>480</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

| **Concentration Total**                          |                | 53          |

Prerequisite: Statistics = 3 hours
COURSE DESCRIPTIONS

NUR 600
Theory And Values For Advanced Nursing

Course Description:
This course examines the significance of theory for nursing as a profession thus providing the student a foundation for advanced nursing practice and research. The course focuses on the components related to the development of nursing theory including grand and midrange theories, and conceptual frameworks. The Franciscan values are also explored to determine how student’s and healthcare organizations’ values and ethical principles impact the care of individuals.

NUR 603
Basic Principles of Anesthesia And Lab

Course Description:
This course provides a general introduction to the basic principles of nurse anesthesia practice. Professional aspects, anesthetic principles, and anesthetic equipment and technology are presented and provide a comprehensive foundation which the student will need to provide safe, effective, and individualized anesthesia care. The lab component of this course will offer the student a simulated anesthetizing environment for application and synthesis of basic anesthesia principles. Instructor as well as computer based scenario training will be offered.

NUR 604
Advanced Principles of Anesthesia I And Lab

Course Description:
This course is designed to provide the student with a comprehensive overview of advanced principles of anesthesia care for patients undergoing various surgical, diagnostic, or therapeutic procedures. The primary focus will be patient assessment, anesthetic management, and associated technology integral to each procedure. Anesthetic implications of various disease processes are also discussed. The lab component of this course will offer the student a simulated anesthetizing environment for application and synthesis of advanced anesthesia principles. Instructor as well as computer based scenario training will be offered.

NUR 605
Advanced Principles of Anesthesia II

Course Description:
This course offers a continuation of advanced principles of nurse anesthesia care. Building upon previous knowledge, students will plan and implement anesthesia care for patients with increasingly complex pathology and /or increasingly complex procedures.
NUR 606  
Chemistry And Physics For Nurse Anesthesia  

Course Description:  
The course addresses the specific relationships connecting chemistry, physics, and clinical nurse anesthesia practice. Concepts of general, organic, and biochemistry are discussed in relation to physiological processes and pharmacologic principles. Concepts of modern physics are discussed in relation to the practice of anesthesia; specifically the understanding of the behavior of gases. Emphasis will be on the integration and practical application of these principles to clinical nurse anesthesia practice.

NUR 607  
Pharmacology I  

Course Description:  
This course is designed to provide the student with a thorough understanding of the science of pharmacology. The primary focus will be on the topics integral to the practice of modern anesthesia. These include pharmacokinetics, pharmacodynamics, pharmacotherapeutics, pharmacogenetics, pharmacy and toxicology of antibiotics, inhalational agents, intravenous induction agents, and opiates (video-teleconference).

NUR 608  
Pharmacology II  

Course Description:  
This course is designed to provide the student with a thorough understanding of the science of pharmacology. The primary focus will be on the topics integral to the practice of modern anesthesia. These include pharmacokinetics, pharmacodynamics, pharmacotherapeutics, pharmacogenetics, pharmacy and toxicology of neuromuscular blocking drugs, local anesthetics, autonomic, asthma, and cardiovascular drugs (video-teleconference).

NUR 613  
Advanced Anatomy And Physiology/Pathophysiology I  

Course Description:  
This course provides a comprehensive study of human anatomy, physiology and pathophysiology with an emphasis on anesthesia effects using a systems approach. This course focuses on the cardiovascular, respiratory and neurological systems. Priority is placed on those physiological and patho-physiological alterations that affect the body’s ability to maintain equilibrium throughout the aging process. This course provides a foundation for the understanding of disease states and their impact on anesthesia practice. Content includes intervention modalities relevant to anesthetic management throughout the peri-operative period.
NUR 614
Advanced Anatomy And Physiology/Pathophysiology II

Course Description:
This course provides a comprehensive study of human anatomy, physiology and pathophysiology with emphasis on anesthesia affects using a systems approach. This course focuses on the renal and hepatic systems, fluid and electrolyte, and acid base balance. Priority is placed on those physiological and patho-physiological alterations that affect the body’s ability to maintain equilibrium throughout the aging process. This course provides a foundation for the understanding of disease states and their impact on anesthesia practice. Content includes intervention modalities relevant to anesthetic management throughout the peri-operative period.

NUR 615
Advanced Anatomy And Physiology/Pathophysiology III

Course Description:
This course provides a comprehensive study of human anatomy, physiology and pathophysiology with an emphasis on anesthesia affects using a systems approach. This course focuses on endocrine and neuromuscular systems, and obstetric and pediatric populations. Priority is placed on those physiological and patho-physiological alterations that affect the body’s ability to maintain equilibrium throughout the aging process. This course provides a foundation for the understanding of disease states and their impact on anesthesia practice. Content includes intervention modalities relevant to anesthetic management throughout the peri-operative period.

NUR 619
Advanced Physical Health Assessment

Course Description:
This course is designed to provide the student with a thorough understanding of advanced health assessment of clients of all ages, including formulation of clinical diagnosis based upon the health assessment findings. Following an introduction to advanced health assessment, students complete a review of health assessment organized in a body-systems approach. Practical application in the clinical area will be offered.

NUR 630
Clinical Practicum I

Course Description:
This course provides the student with an introduction to the art and science of nurse anesthesia, including a beginning level clinical practicum to introduce the student to anesthetic equipment, and the operating room environment dynamics. The precepted experiences include introduction to the role of the nurse anesthetist, and the development of basic nurse anesthesia skills. Patient safety is the key focus.
NUR 631
Clinical Practicum II

Course Description:
This course is designed to provide the student with clinical application of basic principles of nurse anesthesia. Experience includes development and application of skills specific to the role of nurse anesthetist. Actual clinical experience includes progressively more difficult cases, invasive monitoring, and specialty areas, such as general, laparoscopic, orthopedic, and neurologic procedures. Students assume increasing responsibility for the independent delivery of anesthesia care as they progress. Students are individually assigned to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.

NUR 632
Clinical Practicum III

Course Description:
Clinical experiences continue to focus on the application of the principles of nurse anesthesia and expanding clinical practicum skills. Clinical practice involving pediatric, obstetric, and other specialty care patients with a clinical affiliate faculty will be introduced. Students assume increasing responsibility for the independent delivery of anesthesia care as they progress. Students are individually assigned to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.

NUR 633
Clinical Practicum IV

Course Description:
Clinical experience continues with an individual, in-depth study of more advanced clinical nurse anesthesia in such specialty areas such as neurosurgical, cardiovascular, obstetric, pediatric and regional anesthesia. The student learns to handle more difficult, specialized, patients who are at high risk. Emphasis is on more complex management with advanced monitoring techniques, use of pharmacological agents, and handling higher stress situations. Experiences include development of advanced skills specific to the role of the nurse anesthetist. Students are individually assigned to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.

NUR 634
Clinical Practicum V

Course Description:
Building upon the knowledge and skills acquired in clinical practicum IV clinical experience continues with the primary focus involving advanced, independent clinical nurse anesthesia administration. Emphasis is on management of higher risk patients requiring more difficult surgical procedures, performing peri-operative anesthetic care with a minimum amount of supervision, and readiness for transition from student to graduate status. Students are individually assigned to specialty areas to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.
NUR 635
Clinical Practicum VI

Course Description:
Building upon the knowledge and skills acquired in clinical practicum V, clinical experience continues with the primary focus involving advanced, independent clinical nurse anesthesia administration. Emphasis is on management of higher risk patients requiring more difficult surgical procedures, performing peri-operative anesthetic care with a minimum amount of supervision, and readiness for transition from student to graduate status. Students are individually assigned to specialty areas to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.

NUR 636
Clinical Practicum VII

Course Description:
Building upon the knowledge and skills acquired in clinical practicum VI, clinical experience continues with the primary focus involving advanced, independent clinical nurse anesthesia administration. Emphasis is on management of higher risk patients requiring more difficult surgical procedures, performing peri-operative anesthetic care with a minimum amount of supervision, and readiness for transition from student to graduate status. Students are individually assigned to specialty areas to meet case requirements mandated by the Council on Accreditation of Nurse Anesthesia Educational Programs.

NUR 691
Senior Seminar

Course Description:
This seminar will review and synthesize all previous coursework using case studies and other teaching strategies to prepare the student for the National Certification Examination. Simulated National Certification Examination (NCE) testing as well as personal study time for the NCE will be offered.

NUR 612
Health Care Policy In A Diverse Community

Course Description:  This course examines the relationship between the health needs of populations and healthcare policy with specific attention to global health issues. The influences of society, environment, diversity of populations, and health trends are examined utilizing epidemiological principles. The role of public policy in the organization, delivery, and financing of health care to meet the needs of diverse communities is synthesized. The course explores how the role of nursing can effectively impact the health of a diverse and global society.
NUR 622  
**Advanced Inquiry for Evidence-Based Practice**

**Course Description:** This course focuses on critical thinking skills needed to develop an evidenced based practice. It helps the student learn to utilize current and relevant internet data bases in identifying research studies for critiquing of appropriateness for the practice setting. Students will analyze and synthesize research studies to determine current knowledge of a clinical/educational problem(s) from which they will develop an evidence-based practice guideline.

NUR 696  
**Professional Proposal Design**

**Course Description:** This course takes the student through the process of development of a project proposal. The student is expected to synthesize concepts learned in the MSN curriculum as they apply to an identified project of interest to the student. The project timeline and evaluation will be discussed. A written project document will be developed that includes problem identification, proposed implementation and anticipated evaluation. The student will learn how to negotiate the IRB process. The student will engage in critical evaluation of personal project design as well as those developed by others.

NUR 646  
**Professional Aspects of Nurse Anesthesia**

**Course Description:** This course provides an overview of the development of anesthesia as an advanced practice nursing specialty. Emphasis is placed on those factors that shape the practice environment of the nurse anesthetist: qualifications and scope of practice, professional role, commitment to the profession, professional organizations, the U.S. legal system, history, bioethics, professional standards, political and practice challenges, global health issues, multiculturalism, and the concept of caring.

NUR 698  
**Nursing Capstone**

**Course Description:** Student will complete a scholarly projected related to their chosen program of study under the direction of a faculty member. Students complete a scholarly project which is significant to nursing and relates to their area of concentration. Research methodology will guide the capstone project. This project is a culmination and synthesis of prior graduate learning.

**NURSING CAPSTONE - NUR 698 Guidelines**

**Course Description:** Student will complete a scholarly project related to their chosen program of study under the direction of a faculty member. Students complete a scholarly project which is significant to nursing and relates to their area of concentration. Research methodology will guide the Capstone project. This project is a culmination and synthesis of prior graduate learning.
Purpose of the Course: The purpose of the Nursing Capstone project is to provide for integration and synthesis of learning across MSN program. A student will be expected to complete the scholarly project and present the findings via a manuscript and an oral presentation. Throughout this course experience, the student will apply skills of professional collaboration with a nurse in an advanced role in the student’s area of concentration.

The final project will be a Satisfactory (S) or Unsatisfactory (U) based upon the successful completion of the course objectives.

There is leeway in the development and implementation of a project as long as the rubrics are met. Ideas for Capstone projects may include, but are not limited to:

A. Curriculum design and development
B. Curriculum implementation and evaluation
C. Integrated review of the literature
D. Design and implementation of a change project
E. Grant proposal
F. Policy development, implementation and or outcome
G. Systematic analysis of healthcare system in another geographic region

A student may opt to do a thesis as a Capstone project with the understanding that the likelihood that a thesis will take longer than one semester to complete.

NUR 698 CAPSTONE PROJECT: PROCEDURES

Role of the Capstone Advisor

1. Each student must work with a doctorally-prepared faculty member who will serve as the Capstone advisor. The advisor will guide the student and provide final approval for the Capstone proposal and completion of the project.
2. The student may choose to work with additional faculty or community member who has expertise in the student’s area of interest.
3. If a student chooses to work with someone in addition to an advisor it will be up to the student and the advisor to determine the amount of input the additional person will have in the Capstone project.

Procedure for Selecting Capstone Advisor

1. The program director will prepare a list of faculty members who are eligible to serve as Capstone advisors along with their areas of research interest.
2. The list will be made available to students no later than the first week of the semester before the Capstone project.
3. Students will identify faculty with whom they would like to work.
4. By the third week of the semester prior to the Capstone experience the student will submit a formal request for a Capstone advisor to the director of the MSN program.
5. The MSN committee will meet with all faculty members volunteering to work on Capstone projects and assign advisors to students. Assignments will be made based on a good fit between the student and faculty interests and faculty workload.
6. Final assignment of Capstone advisors will be made prior to week six of the semester prior to the Capstone project

**Timelines for Capstone Project (May be changed by Faculty as needed)**

<table>
<thead>
<tr>
<th>Capstone Project Semester</th>
<th>Capstone Project Timelines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Organizational Meeting in class (advisors will be present) Discuss Finalization of Proposals, Project Methodologies, Statistical Methods and Support, and Individual Project Timetables</td>
</tr>
<tr>
<td>Week 2</td>
<td>Deadline for Final Project Proposals &amp; Individual Project Timelines</td>
</tr>
<tr>
<td>Weeks 3-7</td>
<td>Data Collection/Field Work, Implementation</td>
</tr>
<tr>
<td>Weeks 7-10</td>
<td>Data Analysis, Report Writing</td>
</tr>
<tr>
<td>Week 10</td>
<td>Draft Project Report due to Advisor</td>
</tr>
<tr>
<td>Week 10-13</td>
<td>Final editing/rewriting of manuscript</td>
</tr>
<tr>
<td>Week 13</td>
<td>Deadline to Submit Final manuscript to Faculty</td>
</tr>
<tr>
<td>Week 13-14</td>
<td>Public Presentation of Project</td>
</tr>
<tr>
<td>Week 15</td>
<td>Director submits final grades and graduation eligibility Program Evaluation Meeting with all students Celebrate graduation</td>
</tr>
</tbody>
</table>

**Students Desiring to Complete a Thesis**

1. The thesis is an option for any student in the Master of Science in Nursing Program. The student who wishes to write a thesis should anticipate that it will take at least one calendar year to complete.
2. A student who wishes to write a thesis should make their intentions known to the MSN Program Director as soon as possible in order to begin the process of selection of a thesis committee.
3. A Thesis committee will consist of a Thesis Chair who is a doctorally-prepared member of the Lourdes University faculty and two other faculty members. At least one of the other members must be a full or part time member of Lourdes University Faculty. All faculty members must hold at least a masters’ degree. Either the committee chair or one other member of the committee must be either a full or part-time member of the faculty of the Lourdes University College of Nursing.
4. The student will meet with the faculty member whom she would like to have as a thesis chair. If the faculty member agrees to be the student’s thesis chair the two of them can decide who to approach to be members of the thesis committee.
5. Once all members have agreed to work on the committee the student submits his or her request to the MSN Program Director.
6. The MSN Program Director must approve all these committees.
7. If no faculty member is willing to be Thesis Chair then the student may need to opt to do a Capstone project.
IRB Approval

1. Although a formal research project is not required for a Capstone project; many projects may include activities that meet the federal definition of research which is cited below.

   A systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities. (45CFR46.102(b))

2. Any project that involves the use of human subjects and meets the above definition must receive approval from the Lourdes University Institution Review Board (IRB) prior to the commencement of the project.

3. It is up to the student to be knowledgeable of IRB regulations and timelines and plan his or her project accordingly. The student may access information about Lourdes University IRB on the College Website at http://www.lourdes.edu/Academics/InstitutionalReviewBoard.aspx.

4. It is strongly recommended that the IRB application be submitted prior to the end of the semester prior to the Capstone project to assure approval prior to beginning the Capstone. Any delay in securing IRB approval could delay the student’s graduation.

5. Any student who needs IRB approval for their Capstone and wishes to be assigned a Capstone advisor early should submit their request to the Director of the Masters Program.

Public Presentation of Capstone Project

1. Every student is required to present his or her completed Capstone project in a public forum that includes faculty and peers.

2. Public presentation of Capstone projects will occur during the 13th and/or 14th week of the semester in which the Capstone is completed.

3. The Capstone advisor decides whether or not a student is ready to present his or her project based on the status of the project during week 13 of the semester in which the Capstone is being completed.

4. Failure to present the Capstone project at a public forum will result in the student receiving an Incomplete for his or her project.

5. Completion of an Incomplete Capstone project falls under the policies and procedures of the Lourdes University Graduate School.

Preparation of a Manuscript

1. Every student is required to present his or her completed Capstone in the form of a manuscript worthy of publication in a professional journal.
2. The student and the Capstone advisor will determine the journal to which the manuscript will be submitted.
3. The format of the manuscript will depend on the guidelines set forth in the journal.
4. The Capstone advisor determines if the manuscript is ready for submission by week 13 of the semester in which the Capstone is being completed.
5. If the Capstone advisor determines that the manuscript is not ready for submission the student may not publicly present his or her project and will receive an Incomplete for the semester.
6. Completion of an Incomplete Capstone project falls under the policies and procedures of the Lourdes University Graduate School.
7. Authorship credit for any published manuscript will be negotiated between the student and his or her Capstone or thesis advisor.

**NUR 699 – Nursing Capstone Continuation (0)**

Students who do not finish their Nursing Capstone within the semester of original enrollment for NUR 698 are required to enroll each semester in the program’s NUR 699 Nursing Capstone Continuation course for 0 credit hours. The continuation course will be graded non credit (NC). Upon the successful completion of the NUR 698 Nursing Capstone course, the SP or UP grade will be replaced with a Satisfactory (S) grade. For students that do not successfully complete the Nursing Capstone course within three semesters (including summer semester) the SP or UP grade will be replaced with an Unsatisfactory (U) grade. There is a fee for this course.

**NURSE ANESTHESIA PROGRAM POLICIES**

**STUDENT TRANSPORTATION RELATED TO CLINICAL**

A Lourdes University student enrolled in course work in the College of Nursing is responsible for his or her own transportation to, from, and during all course meetings and for all transportation required for the completion of course assignments. Students will be expected to travel to clinical affiliate sites.

**HEALTH AND PROFESSIONAL REQUIREMENTS**

All students enrolled in the Nursing Practicum must meet all College of Nursing Health and Professional Requirements. Students will need to sign a release of information to the clinical agencies.

Documentation for all requirements must be submitted to the MSN Nurse Anesthesia Program Administrator on or before 1st day of class fall semester. Retain a copy for your own records. The College of Nursing is not responsible for copying.

Please use the following pathway to access yearly health and professional requirements: [http://www.lourdes.edu/Home/Academics/CollegeofNursing/CurrentStudents/HealthFormsandUniforms.aspx](http://www.lourdes.edu/Home/Academics/CollegeofNursing/CurrentStudents/HealthFormsandUniforms.aspx)

Fingerprinting is also a requirement. Please use the above link and click on Fingerprinting Information.
ADMINISTRATION CRIMINAL BACKGROUND CHECKS

The required curriculum for the MSN Nurse Anesthesia Program involves completion of clinical practicum courses. Students participating in nursing courses with clinical practicum components must meet the requirements mandated by the clinical agencies, which includes a satisfactory criminal background check consistent with the agencies’ screening requirements for their employees.

Authorization and Release Form. To initiate the criminal background check, the student must first sign the attached Criminal Background Check Policy and Acknowledgment form and submit this form to the Lourdes University College of Nursing Administrative Assistant. The student must complete the applicable criminal background check. A student’s failure to consent to the criminal background check and complete the required forms will render the student unable to participate in clinicals.

Additional Information. If the results of the criminal background check show any potentially disqualifying or questionable information, Lourdes University may require the student to obtain and provide additional information to verify or clarify the background check’s results. The failure to provide additional information as requested will render the student unable to participate in clinicals.

Cost. The student is responsible for the cost of the criminal background check and the cost of obtaining additional information to verify or clarify potentially disqualifying or questionable results.

Processing Time. It may take 30 to 90 days to receive the results of the background check. It is the student’s responsibility to initiate the background check and allow sufficient processing time in advance of the beginning of the clinical course.

Use of Results. If the criminal background check results are not approved as satisfactory by the College of Nursing before the first clinical class, the student’s admission to the clinical course will be deferred until receipt of results. If the results of the background check and any necessary follow-up are inconsistent with criminal records check requirements such that the student would be limited or barred from participating in clinicals, Lourdes University will not approve the student for participation in clinicals. Without clinical experience, the student cannot complete all aspects of the NAP, and will not be able to continue and will be dismissed from the program. The student is not entitled to any tuition refund. Lourdes University is not liable for any damages arising out of or related to the results of the criminal background check, the student’s non-approval for clinicals, or the student’s dismissal from the program.

Confidentiality. Lourdes University will store the results of the background check in a separate confidential file apart from the student’s other records. Lourdes University may disclose the results as needed or as required by law.

Self-Disclosure. The student must report within 10 business days any criminal conviction (excluding minor traffic violations) that occurs after submitting the information for the
background check. Failure to report the required information to the Nurse Anesthesia Program Administrator and/or Dean of the College of Nursing may constitute grounds for immediate dismissal from clinical practicum and the program.

**CLINICAL FITNESS FOR CLINICAL PARTICIPATION**
The College of Nursing will maintain an environment that ensures the provision of safe, quality patient care that is also supportive of the well-being of students. Accordingly, students are required to report to class, lab, and clinical settings unimpaired from drugs and alcohol or at risk of transmitting a communicable disease, and will be removed immediately from any situation to ensure patient and/or student safety. The department will assist students desiring to correct a substance abuse problem by directing them to appropriate professional services. All faculty and students will adhere to the Center for Disease Control (CDC) and Prevention Guidelines for work restrictions when exhibiting signs and/or symptoms or for post exposure follow-up of certain communicable diseases.

[www.cdc.gov](http://www.cdc.gov) or [www.cdc.gov/mmwr/](http://www.cdc.gov/mmwr/)

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

**Communicable Diseases**

1. Students will promptly report to faculty an exposure to communicable disease or when presenting signs or symptoms of a communicable disease.

2. The faculty member will follow the agency protocols and the CDC guidelines when making a decision to exclude or restrict a student’s clinical practice due to a communicable disease.

   [www.cdc.gov](http://www.cdc.gov) or [www.cdc.gov/mmwr/](http://www.cdc.gov/mmwr/)

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

   [www.cdc.gov](http://www.cdc.gov) or [www.cdc.gov/mmwr/](http://www.cdc.gov/mmwr/)

4. When a clinical agency notifies the College of Nursing Chairperson of a student’s or faculty member’s exposure to a patient with a communicable disease, the said individual will be notified immediately in order to initiate post exposure follow-up and/or work restriction.

5. The student’s or faculty member’s primary health care provider should counsel the individual regarding the appropriate treatment needed as a result of active infection or exposure follow up.

6. A written statement from the primary health care provider indicating the individual is non-infectious will be needed for return to the clinical setting.
NAP DRUG AND ALCOHOL POLICY
This policy is intended to educate, assist, and support student and to promote a safe educational environment. Lourdes University College of Nursing Nurse Anesthesia Program (NAP) recognizes and values the worth of each individual student attending classes and providing healthcare service and is committed to a drug free educational experience. We recognize that addiction is a disease. In an effort to promote the general well being for students, patients, and the public the College of Nursing has formulated a Drug and Alcohol Policy. See Addendum.

CORE CONCEPTS ORIENTATION
A Core Concept Skills review is required of all graduate nursing students annually, prior to the practicum experience. Core Concepts Orientation covers the topics of HIPPA, body mechanics, fire and electrical safety, hazard communication, blood borne pathogens, and tuberculosis. A core concepts module and test is on the Lourdes University website the same place the Health & Professional Requirements are located http://www.lourdes.edu/Home/Academics/CollegeofNursing/CurrentStudents/HealthFormsandUniforms.aspx

The test must be passed at 85% or better. If further clarification is necessary, contact the Nurse Anesthesia Program Administrator.

CLINICAL STUDENT CONDUCT WHILE PROVIDING NURSING CARE
Student conduct while providing nursing care must meet the requirements of the agency and the standards of OBN rules policy section 4723-5-12. The OBN rules include:

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

2. Student shall not:
   • Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a client.
   • Engage in behavior toward a client that may be reasonably interpreted as physical, verbal, mental or emotional abuse to a client.
• Falsify any client record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports or time records, reports, and other documents related to billing for nursing services.
• Misappropriate a client’s property.

3. Student shall not engage in behaviors:
   • To seek or obtain personal gain at the client’s expense.
   • That may be reasonably interpreted as behaviors to seek or obtain personal gain at client’s expense.
   • That constitutes inappropriate involvement in the client’s personal relationships.
   • That may be reasonably interpreted as inappropriate involvement in the client’s personal relationships.

4. The client is always presumed incapable of giving free, full, or informed consent to sexual activity with the student. A student shall not:
   • Engage in sexual conduct with a client
   • Engage in conduct that could be reasonably interpreted as sexual
   • Engage in verbal behavior or in behaviors that may be reasonably interpreted as being seductive or sexually demeaning to a client.

5. The student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient other than the spouse of the student in any of the following:
   • Sexual contact, as defined in section 2907.01 of the Revised Code
   • Verbal behavior that is sexually demeaning to the patient or may be reasonably interpreted by the patient as sexually demeaning.

6. Student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.

7. A student shall not obtain or attempt to obtain money or anything of value by intentional misrepresentation or material deception in the course of practice.

8. A student shall not aid and abet a person in that person’s practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aid without a certificate issued by the board.

9. A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion.

10. A student shall not assist suicide as defined in section 3795.01 of the Revised Code.

11. A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.

12. A student shall not self administer or otherwise take into the body any dangerous drug, as defined in section 4729.01 of the Revised Code, in any way not in accordance with a legal, valid prescription issued for the student, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.
13. A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.

14. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of habitual or excessive use of drugs, alcohol, or other chemical substances that impair the ability to practice, see Lourdes University College of Nursing Clinical Policy and Procedure: NAP Drug and Alcohol Policy.

ADVISING POLICY
The graduate student consults with his or her academic advisor regarding all issues related to admission, progression, and graduation. The Nurse Anesthesia Program Administrator or the Nurse Anesthesia Assistant Program Administrator is the academic advisors for the nurse anesthesia student. All other MSN students are advised by the MSN Program Director. It is the student’s responsibility to ensure that recurring appointments are scheduled and maintained with the academic advisor as needed. The student and the academic advisor are both responsible for maintaining a current academic record. The student is responsible for knowing all the graduation requirements, including courses and credit hours required for their respective degree.

College of Nursing and Graduate School staff assist with data entry, filing and scanning the academic record.

PROCEDURE:
FOR REGISTRATION

1. The MSN Program Director shares each cohort plan of study with appropriate administrative assistant.

2. The student is registered for courses each semester by the Administrative Assistant in the Graduate School (Nurse Anesthesia or MSN student) or the Administrative Assistant in the MSN Program (RN to MSN students).

3. The academic advisor and staff member update the academic record whenever changes occur or new data are submitted.

4. The advising/program records for the Nurse Anesthesia student are kept in the Nurse Anesthesia Program Administrative Assistant’s Office and in a secure drive on the computer. All other MSN student academic files are kept in the Registrar’s Office.

PROCEDURE:
FOR GRADUATION

1. The academic advisor and student monitor the student’s progression through the program of study.
2. The student obtains an Application for Graduation from the Registrar’s office prior to the deadline specified in the Lourdes University catalog. Once graduation fees are paid, the application is submitted to the MSN Director or the Nurse Anesthesia Program Administrator (for nurse anesthesia students).

3. The advisor along with the Graduate School Administrative Assistant reviews the file and completes the College of Nursing Graduation Audit Form the semester prior to the student’s expected date of program completion.

4. The advisor reviews the Application for Graduation for accuracy and completion; signs the Application and submits it to the Registrar with a copy of the graduation audit form. The advisor will contact the student if there is a discrepancy.

5. It is the STUDENT’S responsibility, with the advisor’s assistance, to ensure that all requirements are completed at the time of graduation.

6. For nurse anesthesia students only.
   The Nurse Anesthesia Program Administrator reports to the Council on Certification of Nurse Anesthetists (CCNA):
   - Completed practicum case record as required by the COA
   - Student Transcripts
   - Certification Examination Fee

**PROCEDURE:**
**FOR CERTIFICATE COMPLETION (GNAC)**

1. The academic advisor and student monitor the student’s progression through the Waiver of Degree program of study.

6. The student obtains an Application for Completion Certificate from the Graduate School during the last semester of their plan of study.

3. The advisor reviews the Application for Completion Certificate for accuracy and completeness and signs the application form. The application form is then submitted to the registrar’s office for audit and verification. The authenticated completion of the Waiver of degree plan of study is entered into the computer system and the GNAC is awarded to the student. The advisor will contact the student if there is a discrepancy.

4. It is the STUDENT’S responsibility, with the advisor’s assistance, to ensure that all requirements are completed at the time the certificate is awarded.

5. The Nurse Anesthesia Program Administrator reports to the Council on Certification of Nurse Anesthetists (CCNA):
   - Completed practicum case record as required by the COA
   - Student Transcripts
   - Certification Examination Fee
The evaluation of student performance and progression within courses in the Nurse Anesthesia Program from course to course is the shared responsibility of the students, faculty, and administration.

**Progression**
Successful academic progression is maintained by following:
- Grade point average of 3.0 or above (on a 4.0 scale)
- Grade of satisfactory in all clinical courses

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

**Probation**
Students may be placed on program probation for unsatisfactory academic and/or clinical performance (Example: GPA falling below 3.0 , issues of safety, etc.). See Academic Probation and Dismissal for Grades Policy in the Graduate Student Handbook.

Terms of probation, including a timeline, will be set in writing at anytime during the semester by the Program Administration or as recommended by the Nurse Anesthesia Program Council.

Those students not meeting the conditions of probation will be reviewed by the Nurse Anesthesia Program Council regarding their status in the program.

The Nurse Anesthesia Program Council will recommend the final outcome for the student to the Program Administrator. In the event the student is terminated from the program the student may utilize the grievance/appellate process as described in the Graduate Student Handbook. The grievance process will include the Nurse Anesthesia Program Administrator (sequence: Faculty-Nurse Anesthesia Program Administrator-MSN Program Director-College of Nursing Dean then Graduate School Dean).

**Dismissal**
A student can be dismissed from the program for unsatisfactory academic grades, unprofessional behavior, unsatisfactory clinical performance, or failure to maintain program requirements. The student will not be readmitted into the nurse anesthesia program.

Students will be immediately dismissed for the following violations:
- Working as a nurse anesthetist by title or function
- Evidence of the use of illicit drugs and/or under the influence of alcohol during clinical or didactic classes
- Initiating or administering anesthesia without permission of a CRNA or an Anesthesiologist.
A student who is assigned an ‘Incomplete’ for a course may not progress to the next level course until the incomplete is resolved. If the ‘Incomplete’ is not resolved by the start of the next semester, the student is dismissed. An application for readmission to the program will be decided by the Nurse Anesthesia Program Selection Committee.

Withdrawing from the Nurse Anesthesia Program
A student who withdraws from the nurse anesthesia program for reasons other than academic failure or substandard clinical performance will be considered for readmission by the Anesthesia Program Selection Committee. Students electing to withdraw from the Program will follow the policies and procedures of the Graduate School as found in the Graduate Student Handbook.

NURSE ANESTHESIA PROGRAM ATTENDANCE AND TIME OFF (5/2014)
The Nurse Anesthesia Program Administration and Faculty realize that the quality of the student’s education requires a balance of time in the classroom/lab/clinical with time away for independent study, reflection and relaxation. Thus, the following policies have established for:

Attendance – Class and clinical are mandatory. The only excused absences are: vacation, sick days, weather-related emergencies precluding roadway travel, some holidays, attendance at approved educational programs and approved leaves of absences. Frequent tardiness/ unexcused absences for class or the clinical area may result in probation and / or suspension. Occasionally, changes in class times and days may be necessary. Students are responsible for checking their own class schedules. Subject to the above exceptions, students are required to attend all scheduled functions of the program (didactic and clinical practicum) unless specifically excused by the Nurse Anesthesia Program Administrator or his/her representative; this includes scheduled evening educational activities (Guest speaker, etc.).

Vacation – Students will receive three weeks of vacation during the first year of the program. Vacation time will be consistent with the Lourdes University Academic calendar during the first year only. Vacation will be adjusted to accommodate the student’s clinical experience and will be scheduled by the Nurse Anesthesia Program Administrators.

Second year students will have a total of three weeks of vacation to be utilized during the remainder of the program. One week of vacation (5 days) can be taken in individual days rather than a block. The remainder must be taken in one week blocks.

Vacation requests, except for specialty rotations, need to be made one semester ahead of the semester in which time is being requested off.

Students whose Health and Professional Requirements have expired will use vacation time until the requirements are met.

University semester breaks will NOT be observed. No vacations will be granted during specialty rotations. No vacations will be granted during probationary periods. All vacations are negotiated with Nurse Anesthesia Program Administrator or Nurse Anesthesia Assistant Program Administrator.
Sick days - Five sick days shall be available during the nurse anesthesia program. Sick days in excess of the five days are made up by the student at the discretion of the Program Administrator/designee and may result in a probationary period.

Students will notify the clinical area and the assigned Clinical Affiliate Faculty within two hours of the start of their shift in the case of illness or absence. An email must be sent to the Program Administrator before the beginning of the shift they are to work to notify them of the absence. Two consecutive absent days for illness will require a physician’s note submitted to the program for readmission into the clinical area.

Leave of Absence - A student in good standing may request a leave of absence for personal reasons. Each request is handled by the Nurse Anesthesia Program Administrator on an individual basis. Guidelines are established in the Graduate Student Handbook. Time taken during a leave of absence may extend the date of graduation.

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

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

Holiday Time – When the University is closed for holidays, no didactic classes will be held. When a clinical day falls on a holiday or a time the University is closed the Program Administrator will determine whether the student will be assigned to the clinical area.

Educational Programs - Five days shall be available for an anesthesia review course and granted at the discretion of the Program Administrator/designee (Second year only).

Two days shall be available for ACLS and PALS recertification and two days for the SEE exams and shall be granted at the discretion of the Program Administrator/designee. Six educational days shall be available for AANA, OSANA, or district meetings and shall be granted at the discretion of the Program Administrator/designee (During the first or second year).

Students are required to attend one state and one national meeting during the program. When there is an OSANA regional meeting in the Toledo area, it will be necessary for the students to attend, in addition to the meetings that are already mandatory.
Any student that is sponsored to go to a conference is expected to attend the entire meeting, including all of the actual lectures.

State meetings outside of Ohio are permitted on a case-by-case basis.

Bereavement - Bereavement time will be granted on an individual basis. Vacation days will be utilized first then sick days.

Employment - Excurricular employment is **highly discouraged** during the program due to the intensive nature of the curriculum. Employment may detract from the time and effort needed to satisfactorily complete the program.

**NURSE ANESTHESIA PROGRAM ADMISSIONS POLICY** (3/19/13)

Lourdes University Nurse Anesthesia program admission process does not discriminate on the basis of race, color, religion, age, gender, national origin, marital status, disability, sexual orientation, or any factor protected by law. Applicants seeking admission to the graduate program must meet the admission requirements of the Lourdes University Graduate School and the MSN nurse anesthesia concentration. These include:

1. Graduation from an accredited (NLNAC or CCNE) nursing program.

2. A baccalaureate degree in Nursing or other appropriate major from a regionally accredited college or university. Degrees must be completed and final transcripts submitted prior to the application deadline.

   The registered nurse with a Bachelor’s Degree in another discipline must complete a statistics course, a research course as well as a course in Community Health Nursing. If the nurse can demonstrate extensive knowledge of community nursing concepts through practice experiences or an undergraduate degree showing a community focus, this may be considered as meeting the Community Health Nursing requirement. Applicants who need to meet the community nursing, statistics, and/or research course(s) requirements can be conditionally admitted into the program; however these requirements must be met prior to beginning the Nurse Anesthesia Program classes.

3. A cumulative GPA of 3.0 or higher on a 4.0 scale including a math/science GPA of 3.0 or higher on a 4.0 scale. An official college transcript from each college/university attended must be submitted directly to the graduate school from the institution of origin. (Undergraduate science courses must be no more than 10 years prior to application to the program. Grades in these courses must be at or above a 3.0.)

4. Completion of the Graduate Record Examination (GRE) within the last five years prior to application. A combined Quantitative and Verbal Reasoning score of 300 (revised test) or 1000 (previous test), and a score greater than 3.5 on the analytical writing section is preferred. Test scores must be received by the graduate school prior to the application deadline.
5. A current, unrestricted licensure as a registered nurse in any state (Ohio licensure required prior to starting the program). Provide copy with application.

6. A minimum of 2 years (within the last five years) as a Registered Nurse (RN) in a critical care area prior to matriculation. Candidates with one year critical care experience must remain employed in a critical care area within 3 months of starting class. All types of intensive care areas, OR, ER and PACU nursing will be considered as fulfilling this requirement. Direct patient care is required. Candidates must possess the following:
   a. Independent decision making
   b. Advanced psychomotor skills
   c. Ability to interpret advanced monitoring modalities
   d. Superior collaboration and communication skills

7. Current Basic Life Support, Advanced Cardiac Life Support, and Pediatric Advanced Life Support training. Training must be maintained throughout the program. Provide documentation of training with each application.

8. Provide a professional goal statement which includes why you have chosen nurse anesthesia as a profession, why you have chosen a faith based institution, and specifically why you have chosen Lourdes University. (500 words maximum)

9. Provide three letters of recommendation utilizing the Lourdes University reference form. References must be from the following individuals:
   a. An anesthesia provider
   b. An immediate supervisor
   c. A physician the applicant has worked closely with in the critical care area

10. A minimum shadowing experience of 1-2 days with a CRNA or a MDA. Additional shadowing is preferred.

11. Submit a Curriculum Vita.

12. Critical care certification (examples CCRN, CNOR) is encouraged for first time applicants, and is preferred for reapplication to the program.

13. Submit completed application and application fee.

14. Successfully complete the interview process (interviews are by invitation only).

15. A background check, health and drug screening will be required prior to beginning the program.

16. NAP candidates previously enrolled in a Nurse Anesthesia Program will be considered on a case by case basis. Documentation from the previous Nurse Anesthesia Program Administrator is required. If accepted, candidates will be required to complete the entire program.
17. A non-refundable deposit is required, \textit{once admitted}, to reserve a place in the program. (The non-refundable deposit will be applied to the student's account once enrolled in the program. If the student does not enroll in the program, the deposit shall be forfeited.)

Note: Due to the very competitive nature of the admissions process, applicants should understand that meeting minimum standards does not guarantee admission. All \textit{completed} applications will be screened, and the most qualified candidates will be selected to participate in the interview process.

\textbf{NAP CLINICAL AFFILIATION SITES} (8/2010)
The Nurse Anesthesia Program Clinical Affiliation Sites are approved by the Council on Accreditation (COA) of Nurse Anesthesia Educational Programs and the Lourdes University administration prior to students being assigned to the site for clinical practicum. Written affiliation agreements are secured, and the sites are monitored for compliance with the Standards and criteria of the COA.

\textbf{NAP EMPLOYMENT POLICY} (5/2014)
During the entirety of the program, the student is \textbf{NOT} permitted to be employed as a nurse anesthetist by title or function. Any student found not in full compliance with this mandate is subject to immediate dismissal from the program.

\textbf{CURRICULUM STANDARDS:}
\textbf{PROGRAM STANDARDS FOR THE NURSE ANESTHESIA PROGRAM} (2/2011)
The following standards guide the curriculum for the Master of Science in Nursing Nurse Anesthesia Program.

1. Theory, laboratory, and clinical practicum courses within the MSN Nurse Anesthesia Program are numbered at the 600 level or higher. Both the theory and laboratory portions of the course must be taken simultaneously and passed together. Theoretical foundations presented in the classroom portion of the course are the basis for practice in the learning laboratory and clinical practicum setting.

2. The MSN Nurse Anesthesia Program curriculum is designed to follow a specific sequence of integrated didactic and clinical instruction. The curriculum is structured so that courses taken in a specific sequence are meant to build on the student’s knowledge and skill and progress from simple to complex.

3. Clinical practicum experiences are graded on a pass/fail basis in order to assure safe practice. There are specific clinical practicum/laboratory objectives each student must successfully complete in order to pass the course. Assignments for clinical experiences will vary among courses. All clinical/laboratory experiences require paperwork that reflect the clinical objectives of the course.

4. Each student will meet with the Nurse Anesthesia Program Administrator (or her designee) at mid and end semester and receive a written evaluation. The purpose of each session is assessment of the student’s didactic and clinical practicum progress. At any time additional evaluation meetings can be scheduled if necessary. Appropriate documentation shall be
completed for each scheduled and unscheduled evaluation meeting session. Faculty are accessible during normal office hours (by appointment is preferred).

5. Students are expected to attend all classes. Each course has individual requirements for attendance which is clearly identified on the course syllabus. It is the student’s responsibility to be aware of and to follow each course’s attendance policy.

6. Faculty utilize a variety of teaching strategies. Course faculty are the content experts and select teaching methods that are most appropriate for students to achieve the learning outcomes. Teaching methods are identified on each course syllabus.

7. Each core course in the Nurse Anesthesia Program requires a minimum of one scholarly paper. The paper is graded for content as well as format. The most recent edition of the American Psychological Association (APA) publication style is utilized for papers in the MSN Program.

8. Each core course in the Nurse Anesthesia Program requires a minimum of one presentation. Guidelines for presentation style are provided in the syllabus.

9. Each didactic course specific to the Nurse Anesthesia Program includes a minimum of three written examinations structured to be consistent with the format of the National Certification Examination for certification as a registered nurse anesthetist. The exam may or may not be comprehensive.

10. The comprehensive standardized test known as the Self Evaluation Examination (SEE) provided by the Council on Certification is required to be completed twice prior to graduation. The purpose of this test is to provide individual feedback to the student as to their strengths and areas for improvement, to identify where they rank in the national test pool, and to provide the faculty with evaluative feedback for the curriculum. SEE is required to be completed in semester 4 and 7.

11. At the end of each semester, all students are strongly encouraged to participate in the course evaluation. The Graduate School receives aggregate results and distributes them to each faculty with copies sent to the MSN Program Director and Nurse Anesthesia Program Administrator. This information is used for program improvement purposes.

At the end of each semester, all students are strongly encouraged to participate in clinical faculty evaluations using the Nurse Anesthesia Clinical Faculty Evaluation Form. These forms are submitted to the Nurse Anesthesia Program Administrator who compiles the data. Summative results are submitted to the MSN Director and they are shared with the Nurse Anesthesia Program Council. Clinical coordinators will share results with clinical affiliate faculty.

Clinical affiliation sites are evaluated by the student after each semester using the Nurse Anesthesia Clinical Evaluation Form. These forms are submitted to the Nurse Anesthesia Program Administrator. Clinical affiliate sites are also evaluated by the Nurse Anesthesia
Administrator or Assistant Administrator at least annually using the Clinical Affiliate Annual review form. The results of these two clinical evaluations are submitted to the MSN Director. All data are used to identify areas of strength and needed improvement. This data are shared with the Nurse Anesthesia Program Council.

12. At mid-program and end-of-program, each cohort of Nurse Anesthesia students are invited to an evaluation forum that is conducted by the Associate Dean of Institutional Assessment. The purpose of this forum is to provide students an opportunity for formative and summative evaluative feedback for program improvement.

13. Each course in the Nurse Anesthesia Program is reviewed and evaluated after each semester by the faculty teaching that course. Course Report Form A is completed by the course faculty and submitted to the Nurse Anesthesia Program Administrator. The reports are reviewed by the Administrator, with input from the MSN Program Director. The MSN Director summarizes all the findings and completes Course Report Form B. An oral summary report of significant findings or outcomes related to program changes are given at the December and May General Nursing Assembly meetings. Copies of Course Report Form A are placed in Course Notebook and the e-file.

14. In the clinical practicum setting the accepted clinical faculty to student ratio shall not exceed 2 students to 1 clinical affiliate faculty member. The student’s knowledge and experience level as well as the health status of the patient, complexity of the surgical procedure and the clinical faculty member’s experience are considered when scheduling student assignments.

15. Personnel supervising Lourdes University nurse anesthesia students in anesthetizing areas shall be credentialed as Certified Registered Nurse Anesthetist or anesthesiologist with institutional staff privileges and will be immediately available in all clinical areas. Under no circumstances is the student to initiate an anesthetic without proper permission and supervision of a CRNA or anesthesiologist. Personnel supervising Lourdes University Nurse Anesthesia students in a non-anesthetizing area shall be a physician and registered nurses with staff privileges. Documentation of staff privileges and credentials will be maintained by each institution.

16. Student time commitment to the clinical practicum and didactic aspects of the program will be limited to a reasonable amount of hours in order to ensure patient safety and promote effective learning. The students’ actual time commitment to the program will be assessed throughout the program by the Nurse Anesthesia Program Administrator who will randomly select two students each semester and monitor their time commitment. Medatrax data will be utilized to assess the time commitment. Analysis of data will be utilized to make program modifications as necessary. Please refer to the Nurse Anesthesia Program curriculum sequence for semester requirements found in the Curriculum Plan.

Student time commitment will also include a “call” experience. “Call” will be assigned during clinical rotations to include the night shift and weekend responsibilities during the second and third year in the program. A 24 hour call responsibility may be assigned at the discretion of the Clinical Coordinator to maximize the student’s clinical experience at a.
particular affiliate site. “Time off” after “call” will be granted to maintain safe learning conditions for the student.

17. Students completing the nurse anesthesia plan of study will meet the following Nurse Anesthesia Student Learning Outcomes:
1. Demonstrate appropriate scientific knowledge and psychomotor ability while providing anesthesia care.
2. Demonstrate safety and vigilance to protect the patient from harm.
3. Provide individualized anesthesia care to meet the needs of the patient.
4. Demonstrate effective oral and written communication skills.
5. Demonstrate professionalism and responsibility in the advanced practice role of the nurse anesthetist.
6. Utilize critical thinking and decision-making skills to impact patient care

18. The MSN Nurse Anesthesia Program Length is 28-months or seven (7) consecutive semesters of continuous full-time study. Any changes in the length of the Program must have approval by the COA of Nurse Anesthesia Educational Programs and by the following:
   - Nurse Anesthesia Program administration and faculty
   - MSN Committee
   - General Nursing Assembly
   - Graduate Executive Council

In the event the length of the program is altered and approved, prospective students will be informed of this change prior to matriculating into the program.

The first semester consists primarily of didactic learning. Students will begin their orientation to clinical practicum during the last 7 weeks of the first semester. During semester two and three the didactic and clinical components are integrated to offer the student application of theory into practice. Clinical commitment is increased each semester and didactic instruction continues throughout the program.

19. The MSN Nurse Anesthesia Program course of study is developed by qualified faculty, constructed within the graduate school framework, and approved by appropriate committees and organizations.

The MSN nurse anesthesia program course of study is developed by:
   - Nurse Anesthesia Program administration and faculty
   - Graduate School Administration and faculty
   - College of Nursing (CON) administration and faculty

The MSN nurse anesthesia program course of study approval is obtained from:
   - Nurse Anesthesia Program administration and faculty
   - CON Administration
   - General Nursing Assembly (GNA)
   - Graduate Executive Council (GEC)
   - MSN Committee
The Curriculum meets the requirements of the Commission on Collegiate Nursing Education (CCNE). The current curriculum meets and exceeds the requirements of the COA of Nurse Anesthesia Educational Programs. The MSN Nurse Anesthesia Program curriculum follows COA standards and includes the following anesthesia practice coursework: pharmacology of anesthetic agents and adjuvant drugs including concepts in chemistry and biochemistry (105 hours), anatomy, physiology, and pathophysiology (135 hours), professional aspects of nurse anesthesia practice (45 hours), basic and advanced principles of anesthesia practice including physics, equipment, technology and pain management (105 hours), research (30 hours, clinical correlation conferences (45 hours) and an advanced health assessment.

20. The Graduate Nurse Anesthesia Certificate (GNAC) program is designed for nurses who may have a Master’s Degree in Nursing with a concentration in areas other than nurse anesthesia and want the knowledge, skills and ability to become a Certified Registered Nurse Anesthetist and provide anesthesia in the clinical setting. The GNAC program is an alternative for those individuals who desire nurse anesthesia knowledge, but are not necessarily interested in completing another Master’s Degree in Nursing. Nurses interested in this certificate program will take the entire anesthesia related curriculum including Clinical Practicum I – VII and one course related to professional aspects of Nurse Anesthesia (descriptions of these courses and curriculum sequence are found in the University catalog). Potential candidates must successfully complete the application and selection process for admission into the program. Upon successful completion of the program, students will be awarded a certificate of completion in Nurse Anesthesia and be able to sit for the National Certification Examination.

GRADUATION CRITERIA
The MSN Nurse Anesthesia program follows the progression and graduation policies of the Graduate School and these can be found in the Handbook for the Graduate Student which is found on the Lourdes University website under current students Graduate School.

In addition, nurse anesthesia students must:
- Successfully complete Clinical Practicum I – VII with satisfactory marks on daily clinical practicum evaluation forms.
- Complete a minimum of 550 cases, 650 cases preferred and satisfy all of the COA case type requirements.
- Graduation requirements entail the successful completion of the curriculum sequence which include the Council on Accreditation of Nurse Anesthesia Educational Programs required curriculum courses and the current Master’s of Science in Nursing core courses of Theory and Values for Advanced Nursing, Healthcare Policy in a Diverse Community, Advanced Nursing Inquiry for Evidence-based Practice, Professional Proposal Design and Nursing Capstone.
- Submission of the National Certification Examination paperwork and fee to the Program Administrator.
GNAC COMPLETION CRITERIA
The GNAC student is responsible for knowing all the completion requirements, including courses and credit hours required for the GNAC, Waiver of Degree Plan of Study. All requirements must be met to receive a certificate and to be eligible to sit for the National Certification Examination.

- Successful completion the curriculum sequence, which includes the Council on Accreditation of Nurse Anesthesia Educational Programs required curriculum courses. See Waiver NAP Curriculum Sequence in this handbook.
- Successful completion of Clinical practicum I-VII with satisfactory marks on daily clinical practicum evaluation forms.
- Complete and record a minimum of 550 cases, 650 preferred and satisfy all of the COA case type requirements.
- Submission of the National Certification Examination paperwork and fee to Program Administrator.

ONLINE SUGGESTION BOX
An anonymous online box for suggestions, complaints, concerns, & compliments is available for students to access. The comments are sent to the administrative assistant of the Dean of the College of Nursing. This person then sends the email to the designated person who handles the MSN comments. Responses to the comments are posted on the MSN bulletin board or online as appropriate. Access to the box is at http://www.lourdes.edu/nursing.aspx OR (Lourdes website / Academics / Major Programs / College of Nursing / Suggestion Box (on left side of page).

EMAIL POLICY
Students are required to use their Lourdes University e-mail accounts for e-mail communication with the University faculty and staff. If a student uses another e-mail account to submit an assignment, the student does so at her or his own risk. Should the document fail to arrive for whatever reason, the student is accountable for a missing assignment, subject to the terms of the individual instructor’s syllabus. Under no circumstances should faculty or staff be transmitting FERPA-protected information to students via any e-mail account other than the student’s Lourdes e-mail account.

STUDENT RECORDS
Records of the student’s progress in the Nurse Anesthesia Program are the responsibility of the Graduate School, Nurse Anesthesia Administrator and the Registrar. The Registrar keeps all documents related to the admission of the student into the Nurse Anesthesia Program. These documents include, but are not limited to, the graduate application, official transcripts from other schools, letters of recommendation, resume, and student purpose statement. Copies of these documents will be available to the Nurse Anesthesia Program Administrator on a secure computer drive. The Nurse Anesthesia Program Administrator keeps the clinical/advising/program records and health and professional requirement files in the MSN Nurse Anesthesia Program office.
ACADEMIC HONESTY
A goal of Lourdes University is to engage students in an honest and dynamic search for truth. Academic honesty is a hallmark of such a quest. Students are expected and encouraged to engage in all aspects of their academic studies in an honest and ethical manner. Should instances of academic dishonesty arise, there are policies and procedures in place to address these concerns. These are clearly documented in the Lourdes University Catalog and the Graduate School Handbook and in every Nurse Anesthesia course syllabus.

COMPLAINTS/GRIEVANCE/APPEAL
FINAL GRADE GRIEVANCE POLICY
A final course grade is only subject to review when 1) a procedural error has been discovered in the calculation or recording of a grade, or 2) there is a basis or need for an academic re-evaluation.

If a student wishes to have a final grade reconsidered for one of these two reasons, he/she must meet with the faculty member and attempt to resolve the issue. In no case will a grade be revised in accordance with criteria other than those applied to all students in the class. If the faculty member agrees that an error in the calculation or recording of the grade was made, or agrees to assign a different grade after re-evaluation, this will be communicated to the Registrar’s Office on a Change of Grade form.

If no resolution can be reached with the faculty member, the student may initiate a formal grievance, with the understanding that ultimately, the decision regarding the final grade rests with the faculty member. Other parties involved in hearing the grievance can recommend reconsidering and changing a grade to a faculty member, but after all other steps in the Final Grade Grievance process have been followed, if the issue has still not been resolved, only the Provost has the authority to change the grade without the faculty member’s approval.

A student grieving a final grade must follow these steps:

1. Accessing a Graduate Student Final Grade Grievance Form from the Graduate Student web page http://www.lourdes.edu/gradstudent.aspx or from the Graduate School Office.

2. Describing the procedural error in the calculation or recording of a grade or the basis or need for an academic re-evaluation and reason(s) the grade should be changed in writing on the form.

3. Obtaining the faculty member’s signature to show that he/she has met with the faculty member to discuss the issues in the grievance. (The faculty member will document the outcome of the meeting and send a brief report to the Program Director.)

4. Bringing the signed form to the Graduate School to be signed, date stamped, and recorded by the Coordinator of Graduate Student Services or Dean within 15 business days (i.e., days when classes are in session, not including Saturdays) of the beginning of the spring semester for grades received during the fall semester, and within 15 business days of the beginning of the fall semester for grades received during the spring semester
or summer sessions. The date the Graduate Student Academic Grievance Form is signed, dated and recorded by Coordinator of Graduate Student Services or Dean marks the official beginning of the grievance. (The Coordinator of Graduate Student Services will inform the Program Director and Graduate Dean that a Grievance has been filed.)

5. Requesting in writing and meeting with the appropriate Program Director within 15 business days of the official beginning of the grievance to discuss the grievance. The Program Director will sign and date the Graduate Student Final Grade Grievance Form and, after consulting with the faculty member, respond to the grievance in writing to both the student and the faculty member within 5 business days. If the Program Director is the faculty member, then the student should meet with the appropriate Academic Dean.

6. Requesting in writing and meeting with the appropriate Academic Dean to discuss the grievance, if not resolved, within 15 business days after being notified in writing of the Program Director’s decision. The Academic Dean shall meet separately with the student and the faculty member and respond to the grievance in writing to both the student and the faculty member within 5 business days of the meeting with the student. If the Academic Dean is the faculty member, then the student should meet with the Graduate Dean.

7. Requesting in writing and meeting with the Graduate Dean to discuss the grievance, if not resolved, within 15 business days after being notified in writing of the Academic Dean’s decision. The Graduate Dean may choose to appoint a Grade Grievance Review Committee to meet separately with the student and the faculty member. The Committee shall make a written recommendation to the Graduate Dean within 5 days of meeting with the student. The decision of the Graduate Dean shall be rendered in writing within 5 business days of the Dean’s meeting with the student (if no Committee) or within 10 business days of the Committee’s meeting with the student (if a Committee was convened). If the Graduate Dean is the faculty member, the student should request in writing to meet with the Provost, who will act in place of the Graduate Dean.

If because of unforeseen circumstances the timeframe in the steps listed above cannot be met by Lourdes University personnel, the student will be notified. If because of unforeseen circumstances the timeframe cannot be met by the student, the student must contact the Graduate School to apply for an extension before the deadline. Once the student’s deadline has lapsed at any step of the process without the student taking the next step, the appeal is considered officially withdrawn by the student.

NON-ACADEMIC GRIEVANCE
For non-academic grievances, graduate students should complete the Student Concern form online (Current Students) and available in the Graduate School office and submit it to the Coordinator of Graduate Student services. If the issue cannot be resolved in the Graduate School or if it involves disability, sexual harassment, or discipline/disruption, students should refer to the Judicial Affairs Student Code of Conduct in the Lourdes University Student Handbook.
ETHICS AND CONFIDENTIALITY

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

INSTITUTIONAL REVIEW BOARD (IRB)
Federal law requires that any project, survey or thesis involving the use of human subjects for data collection must be approved by the Institutional Review Board (IRB) for the protection of human subjects before the beginning of the study. Students engaged in research must receive approval from their Research Mentor and then submit their proposal to the IRB for review and approval. When the research is completed, a summary report of the findings must be submitted to IRB.

Please use the following pathway to access information regarding the IRB (directions for submitting an application, the human subject assurance research training, and IRB research applications):  [http://www.lourdes.edu/Academics/InstitutionalReviewBoard.aspx](http://www.lourdes.edu/Academics/InstitutionalReviewBoard.aspx)

RIGHTS AND RESPONSIBILITIES

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

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

The Lourdes University Graduate School subscribes to the principles of academic freedom and inquiry. Graduate students shall have the freedom to seek the truth. In speaking or writing, students shall be responsible and accurate, and shall indicate that they speak as individuals unless authorized to do otherwise. As scholars, students must remember that the public may judge their professions and the institution by their public statements.
PATIENT RIGHTS AND RESPONSIBILITIES
Lourdes University Nurse Anesthesia Program has contracts with the clinical agencies that require the students and faculty to adhere to the patient standards for that facility. These standards include patient rights. All students must complete an agency orientation prior to their first clinical experience where these rights and responsibilities are discussed. Students are expected to respect the patient’s rights to confidentiality and self-determination. These concepts are discussed extensively in the NUR 600 Theory and Values for Advanced Nursing Course, which includes the American Nurses’ Association Code of Ethics for all nurses and the American Association of Nurse Anesthetists Standards of Practice. Additionally, the Code of Ethics and Practice Standards are integrated into the Nurse Anesthesia lab and clinical courses.

Students must represent themselves to the patient as a student nurse anesthetist and respect the patient’s request. The patient has a right to refuse anesthesia administration from a student nurse anesthetist per agency policies. Students are required to wear an identification badge at all times so the patient is aware of their student status. Patients have the right to expect that students administering anesthesia are being supervised by a credentialed CRNA or Anesthesiologist. Additionally, the patient should expect that the student is well-rested and prepared to provide safe care.

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

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

Faculty have the right to exercise academic freedom: in research and in their classroom (1940 Statement of Principles on Academic Freedom and Tenure of the American Association of University Professors). The Mission and Goals of the College support this statement. The Nurse Anesthesia Administrator and Assistant Administrator are full time members of the Lourdes University College of Nursing Faculty with all the rights and responsibilities of faculty appointment.
CONDUCTING AND AFFILIATING AGENCY RIGHTS AND RESPONSIBILITIES
The responsibilities and rights of the affiliating agency and anesthesia practices are clearly documented in each of the clinical agency contracts and may vary with each entity. The responsibilities of the affiliating agencies and practice groups include, but are not limited to, providing an acceptable clinical site and providing supervision of the students during their participation in the program. The affiliating institution has the responsibility to give sufficient notice of any intent to withdraw from the agreement in order to allow the program to acquire additional resources.

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

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

PROFESSIONAL OPPORTUNITIES
AANA STUDENT ASSOCIATE MEMBERSHIP, ASSOCIATION MEETINGS, AND MENTORING
Opportunities are given for professional socialization throughout the program. These include AANA Student Associate membership, participation in National, State, and Local Nurse Anesthesia meetings, and a mentoring program.

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

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

A Certified Registered Nurse Anesthetist/Student Registered Nurse Anesthetist mentoring program will be initiated during the first semester of the program which will serve to foster professional, as well as academic development of the student. The mentoring system for the first
cohort of the Program was established by pairing a student with a Certified Registered Nurse Anesthetist from the community. As additional cohorts start in the Program, the more senior students will serve as mentors for beginning students thus fostering growth of the nurse anesthesia student as a resource person and educator.

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

HONORS, AWARDS, CONVOCATION, AND GRADUATION
SIGMA THETA TAU, INTERNATIONAL AWARDS
The Zeta Theta Chapter at Large of Sigma Theta Tau, International will present a Leadership, Clinical practice and Research award to students in the Masters of Science in Nursing program. The recipients will be voted on by faculty and will be recognized at the chapter’s annual dinner. They will also be recognized at the Lourdes University College of Nursing Convocation. Criteria are set by the Sigma Chapter.

LOURDES UNIVERSITY NAP AWARDS
AGATHA HODGINS AWARD
Presented to one graduate nurse anesthesia student who demonstrates: outstanding didactic and clinical performance, the spirit of nursing as captured in the mission statement of the College of Nursing, and meets the following criteria:
1. Integrates the Franciscan values and beliefs to professional practice through volunteerism and community service.
2. Acts as a positive role model and/or mentor to peers and students.
3. Demonstrates a strong commitment to advancing the art and science of nursing through creative and innovative practice.
4. Influences the quality of nursing care through scholarly pursuits.

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

This Award was established to honor Agatha Hodgins (1877-1945), founder and first president of the American Association of Nurse Anesthetists. A notable pioneer in the field of anesthesiology, Miss Hodgins was one of the first to perfect the nitrous oxide-oxygen technique of anesthesia. In 1915, she founded the influential Lakeside School of Anesthesia in Cleveland and was the visionary force in the establishment of the profession of nurse anesthesia.
NURSE ANESTHESIA PROGRAM OUTSTANDING CLINICAL AFFILIATE FACULTY AWARD
This award is presented to one Certified Registered Nurse Anesthetist and to one anesthesiologist who demonstrates outstanding clinical instruction, mentoring, scholarship, and professionalism. Candidates will be nominated and selected by the 3rd year nurse anesthesia students during semester 7.

NURSE ANESTHESIA EXCELLENCE IN ACADEMIC ACHIEVEMENT AWARD
This award is presented to all graduate nurse anesthesia students with an accumulative grade point average of 4.0.

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

BACCALAUREATE
Baccalaureate is held in the Queen of Peace chapel for all Lourdes University graduates and their families. This is generally held the morning before the formal afternoon commencement ceremony in May.

COMMENCEMENT CEREMONY
The formal Lourdes University commencement ceremony is held in May. In addition, all Lourdes University Nurse Anesthesia program graduates and family members are invited to attend a ceremony provided in December.

CLINICAL PRACTICUM EXPECTATIONS/INFORMATION
PRACTICE AND PROFESSIONAL ETHICS –AANA CODE OF ETHICS
Certified Registered Nurse Anesthetists (CRNAs) practice nursing by providing anesthesia and anesthesia-related services. They accept the responsibility conferred upon them by the state, the profession, and society. The American Association of Nurse Anesthetists (AANA) has adopted this Code of Ethics to guide its members in fulfilling their obligations as professionals. Each member of the AANA has a personal responsibility to uphold and adhere to these ethical standards.

1. Responsibility to Patients
   CRNAs preserve human dignity, respect the moral and legal rights of health consumers, and support the safety and well being of the patients under their care.
   1.1 The CRNA renders quality anesthesia care regardless of the patient's race, religion, age, sex, nationality, disability, social, or economic status.
   1.2 The CRNA protects the patient from harm and is an advocate for the patient’s
welfare.
1.3 The CRNA verifies that a valid anesthesia informed consent has been obtained from the patient or legal guardian as required by federal or state laws or institutional policy prior to rendering a service.
1.4 The CRNA avoids conflicts between his or her personal integrity and the patient’s rights. In situations where the CRNA’s personal convictions prohibit participation in a particular procedure, the CRNA refuses to participate or withdraws from the case provided that such refusal or withdrawal does not harm the patient or constitute a breach of duty.
1.5 The CRNA takes appropriate action to protect patients from healthcare providers who are incompetent, impaired, or engage in unsafe, illegal, or unethical practice.
1.6 The CRNA maintains confidentiality of patient information except in those rare events where accepted nursing practice demands otherwise.
1.7 The CRNA does not knowingly engage in deception in any form.
1.8 The CRNA does not exploit nor abuse his or her relationship of trust and confidence with the patient or the patient’s dependence on the CRNA.

2. Competence
The scope of practice engaged in by the CRNA is within the individual competence of the CRNA. Each CRNA has the responsibility to maintain competency in practice.
   2.1 The CRNA engages in lifelong, professional educational activities.
   2.2 The CRNA participates in continuous quality improvement activities.
   2.3 The practicing CRNA maintains his or her state license as a registered nurse, meets state advanced practice statutory or regulatory requirements, if any, and maintains recertification as a CRNA.

3. Responsibilities as a Professional
CRNAs are responsible and accountable for the services they render and the actions they take.
   3.1 The CRNA, as an independently licensed professional, is responsible and accountable for judgments made and actions taken in his or her professional practice. Neither physician orders nor institutional policies relieve the CRNA of responsibility for his or her judgments made or actions taken.
   3.2 The CRNA practices in accordance with the professional practice standards established by the profession.
   3.3 The CRNA participates in activities that contribute to the ongoing development of the profession and its body of knowledge.
   3.4 The CRNA is responsible and accountable for his or her conduct in maintaining the dignity and integrity of the profession.
   3.5 The CRNA collaborates and cooperates with other healthcare providers involved in a patient’s care.
   3.6 The CRNA respects the expertise and responsibility of all healthcare providers involved in providing services to patients.
   3.7 The CRNA is responsible and accountable for his or her actions, including self-awareness and assessment of fitness for duty.
4. **Responsibility to Society**

CRNAs collaborate with members of the health professions and other citizens in promoting community and national efforts to meet the health needs of the public.

4.1 The CRNA works in collaboration with the healthcare community of interest to promote highly competent, safe, quality patient care.

5. **Endorsement of Products and Services**

CRNAs endorse products and services only when personally satisfied with the product’s or service’s safety, effectiveness, and quality. CRNAs do not state that the AANA has endorsed any product or service unless the Board of Directors of the AANA has done so.

5.1 Any endorsement is truthful and based on factual evidence of efficacy.

5.2 The CRNA does not exploit his or her professional title and credentials for products or services which are unrelated to his or her professional practice or expertise.

6. **Research**

CRNAs protect the integrity of the research process and the reporting and publication of findings.

6.1 The CRNA evaluates research findings and incorporates them into practice as appropriate.

6.2 The CRNA conducts research projects according to accepted ethical research and reporting standards established by law, institutional procedures, and the health professions.

6.3 The CRNA protects the rights and well being of people and animals that serve as subjects in research.

6.4 The CRNA participates in research activities to improve practice, education, and public policy relative to the health needs of diverse populations, the health workforce, the organization and administration of health systems, and healthcare delivery.

7. **Business Practices**

CRNAs, regardless of practice arrangements or practice settings, maintain ethical business practices in dealing with patients, colleagues, institutions, and corporations.

7.1 The contractual obligations of the CRNA are consistent with the professional standards of practice and the laws and regulations pertaining to nurse anesthesia practice.

7.2 The CRNA will not participate in deceptive or fraudulent business practices.

Adopted by the AANA Board of Directors in 1986.
Additional information can be found at aana.com
CLINICAL PRACTICUM OBJECTIVES

SEMESTER 1
Clinical Practicum I
Course Objectives:
After completion of this course the student will:

1. Demonstrate knowledge of anesthesia equipment/drugs/supplies location and function (NASLO 1,2)
2. Establish patient rapport and verbally assist in preparing the patient for anesthesia (NASLO 1,2)
3. Demonstrate ability to appropriately perform and establish intravenous access (NASLO 1,2)
4. Complete a written care plan for the following types of anesthesia: general, regional, and monitored anesthesia care (NASLO 1,2,3,4).
5. Check chart for completed consent (NASLO1,2,3)
6. Perform and document a complete pre-anesthetic check of the anesthesia gas machine and all monitors each day and identify/report problems (NASLO 1,2,3,4,)
7. Demonstrate utilization of all universal precautions in the peri-operative setting (NASLO 1,2,3)
8. Interact with patients in an appropriate, ethical, and respectful manner(NASLO 3,4,5,)
9. Maintain patient confidentiality in accordance with HIPPA and institutional policies (NASLO 3,4,5,)
10. Seek feedback from the clinical instructor in a positive manner (NASLO 4,5,)
11. Communicate verbally and non-verbally in a timely, appropriate, complete, professional and respectful manner. (NASLO 3,4,5,)
12. Arrive to the clinical area early enough to be prepared for expected case start time.(NASLO 5)
13. Attend conferences, department educational meetings, and OSANA meetings(NASLO 4,5,)
14. Review textbooks and other sources for information on patient conditions/cases (NASLO1,2,3,).
15. Chart legibly, accurately, and completely (NASLO 4,5,)
16. Attend and contribute to a weekly post-clinical conference. (NASLO 3,4,5,6)

SEMESTER 2
Clinical Practicum II
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Perform a basic patient assessment utilizing appropriate interviews techniques. (NASLO 1,2,3,4,5)
2. Perform systematic preoperative chart review (NASLO 1,2,3,4,5)
3. Review textbooks and other sources for information on patient conditions/cases (NASLO1,2,3,).
4. Examine chart for completed anesthesia consent (NASLO 1,2,3).
5. Inform the charge CRNA or clinical affiliate faculty of incomplete/unsigned consent forms (NASLO 1,2,).
6. Prepare the workspace with necessary equipment and supplies based on planned cases (NASLO 1,2).
7. Prepare the anesthesia tabletop with appropriate equipment and syringes/medications (NASLO 1,2,3).
8. Identify signs of upper airway obstruction and perform appropriate chin lift or jaw thrust maneuver (NASLO 1,2,3).
9. Identify correct size of oral airway and insert using correct technique when needed (NASLO 1,2,3,6).
10. Apply a facemask and head strap safely (NASLO 1,2,3).
11. Demonstrate correct technique for oral intubations and intubate with instructor assistance (NASLO 1,2,3).
12. Check breath sounds post intubation (NASLO 1,2,3).
13. Demonstrate ongoing observation of the surgical procedure (NASLO 1,2,3).
14. Apply noninvasive blood pressure, ECG, and pulse oximeter prior to the start of each anesthetic (as appropriate) (NASLO 1,2,3).
15. Utilize precordial stethoscope for all cases. (NASLO 1,2,3).
16. Appropriately utilize temperature monitoring devices (NASLO 1,2,3,6).
17. Detect and respond appropriately to alarms (NASLO 1,2,3).
18. Identify and respond (with instructor assistance) to changes in vital signs (NASLO 1,2,3).
19. Assist with and monitor the positioning of the patients to assure optimal physiologic function and patient safety (NASLO 1,2,3).
20. Monitor and calculate intra-operative blood loss and appropriate crystalloid or colloid replacement (NASLO 1,2,3).
21. Chart legibly, accurately, and completely (NASLO 1,2,3,4).
22. With instructor assistance, communicate appropriate information relative to the Post Anesthesia Care Unit (PACU)RN (NASLO 1,2,3,4).
23. Perform and document a complete pre-anesthetic check of the anesthesia gas machine and all monitors each day and identify/report any problems (NASLO 1,2,3,4).
24. Demonstrate utilization of standard precautions in the peri-operative setting (NASLO 1,2,3).
25. Participate in Continuous Quality Improvement (CQI) activities with guidance and present cases at conference (NASLO 1,2,3,4,5,6).
26. Perform a post-anesthetic evaluation of all available patients from student cases (NASLO 1,2,3).
27. Maintain patient confidentiality in accordance with HIPPA and institutional policies (NASLO 1,2,3).
28. Identify strengths and areas needing self improvement (NASLO 1,4,5).
29. Seek feedback from clinical preceptor in a positive manner (NASLO 4,5).
30. Use verbal and nonverbal communication in a timely, appropriate, and complete manner to convey professionalism and respect (NASLO 4,5).
31. Arrive in the clinical area early enough to be prepared for the expected case start time (NASLO 4,5).
32. Attend departmental and/or educational conferences and OSANA meetings (NASLO 4,5).
33. Attend and contribute to a weekly post-clinical conference (NASLO 3,4,5,6).
34. Discuss the anesthetic implications for the patient requiring laparoscopic, orthopedic, and neurologic procedures (NASLO 1,2,3,4,6).
SEMESTER 3
Clinical Practicum III
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Generate a thorough health history utilizing systematic interview and chart review techniques. Assign appropriate ASA status (NASLO 1,2,3,4,5).
2. Utilize principles of physical assessment during the pre and post anesthetic assessments (NASLO 1,2,3,4,5).
3. Identify patients requiring preoperative 12 lead ECG. Identify the rhythm, conduction pattern, axis, nature and location of ischemia or infarction, drug or electrolyte effects, and any other abnormal features associated with the tracing. Identify appropriate interventions as needed (NASLO 1,2,3,6).
4. Identify and request appropriate pre op tests/consults (NASLO 1,2,3,4,6).
5. Provide information and instructions to patients, parents and/or legal guardians to prepare for a safe anesthetic and recovery. (NASLO 1,2,3,4,5).
6. Inform the charge CRNA or clinical affiliate faculty of incomplete/unsigned consent forms (NASLO 1,2,3,4).
7. Identify medico-legal issues involved in obtaining informed consent, patient communication and provision of care (NASLO 1,2,3,4,5).
8. Integrate knowledge of physiology, pathophysiology, pharmacology, anesthesia principles, patient history, psychosocial needs and surgical procedures when preparing the anesthetic care plan (NASLO 1,2,3,6).
9. Discuss aspects of the above as rationale for the plan of care for each case with the clinical preceptor (NASLO 1,2,3,4,5).
10. Prepare the workspace with necessary equipment and supplies based on planned cases (NASLO 1,2).
11. Prepare the anesthesia tabletop with appropriate equipment and syringes/medications (NASLO 1,2,3,4).
12. Identify signs of upper airway obstruction and perform appropriate chin lift or jaw thrust maneuver (NASLO 1,2,3).
13. Identify correct size of oral airway and insert using correct technique when needed (NASLO 1,2,3,6).
14. Apply a facemask and head strap safely (NASLO 1,2,3).
15. Demonstrate correct technique for oral intubations and intubate with instructor assistance (NASLO 1,2,3).
16. Check breath sounds post intubation (NASLO 1,2,3).
17. Demonstrate ongoing observation of the surgical procedure (NASLO 1,2).
18. Apply noninvasive blood pressure, ECG, and pulse oximeter prior to the start of each anesthetic (as appropriate). (NASLO 1,2,3,4).
19. Utilize precordial stethoscope for all cases. (NASLO 1,2).
20. Appropriately utilize temperature monitoring devices (NASLO 1,2,3,6).
21. Detect and respond to alarms (NASLO 1,2).
22. Identify and respond (with instructor assistance) to changes in vital signs (NASLO 1,2,3).
23. Assist with and monitor the positioning of the patients to assure optimal physiologic function and patient safety, (NASLO 1,2,3)
24. Monitor and calculate intra-operative blood loss and appropriate crystalloid or colloid replacement (NASLO 1,2,3)
25. Document patient care legibly, accurately, and completely (NASLO 1,2,3,4).
26. With instructor assistance, communicate appropriate information relative to the PACU RN, (NASLO 1,2,3,4)
27. Perform and document a complete pre-anesthetic check of the anesthesia gas machine and all monitors each day and identify/report any problems (NASLO 1,2,3,4)
28. Demonstrate utilization of standard precautions in the peri-operative setting (NASLO 1,2)
29. Participate in the Continuous Quality Improvement (CQI) process with guidance. Present cases at appropriate conferences (NASLO 1,2,3,4,5,6)
30. Perform a post-anesthetic evaluation of all available patients from student cases (NASLO 1,2,3)
31. Maintain patient confidentiality in accordance with HIPPA and institutional policies (NASLO 1,2,3)
32. Identify strengths and areas needing improvement (NASLO 1,4,5)
33. Seek feedback from clinical preceptor in a positive manner (NASLO 4,5)
34. Verbal and nonverbal communication must be timely, appropriate, complete, and convey professionalism and respect (NASLO 4,5)
35. Arrive in the clinical area early enough to be prepared for the expected case start time (NASLO 4,5)
36. Attend departmental and/or educational conferences and OSANA meetings (NASLO 4,5)
37. Attend and contribute to a weekly post-clinical conference. (NASLO 3,4,5,6)
38. Discuss the anesthetic implications of obstetrical, pediatric, and specialty care patients (NASLO 1,2,3,4,6)

SEMESTER 4
Clinical Practicum IV
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Review patients chart for completeness and pertinent data on all cases. (NASLO 1,2,3,4,5)
2. Perform and record an accurate pre-anesthetic physical examination and identify any abnormal pathology, with implications for anesthesia or surgery. (NASLO 1,2,3,4,5,6)
3. Demonstrate ability to rapidly assess all patients-chart review, health history and physical status in both emergency and non emergency situations. (NASLO 1,2,3,4,5,6)
4. Exercise appropriate clinical judgment in seeking consultation during pre-anesthetic evaluations. (NASLO 1,2,3,4,5,6).
5. Select and calculate appropriate pharmacological options based on patients current health status. (NASLO 1,2,3,4,5,6).
6. Evaluate a neonate in the areas of airway, ventilation, cardiovascular support and thermoregulation. (NASLO 1,2,3,4,6)
7. Assess the need for and insert additional IV’s prior to induction. (NASLO 1,2,3,4)
8. Assess the need for additional invasive monitoring i.e. arterial line, CVP, pulmonary artery catheter, Foley catheter, etc. (NASLO 1,2,3,4,6)
9. Incorporate principles of the appropriate anesthesia specialty practice, physiology, pharmacology, pathophysiology, planned surgery and other patient factors into an anesthesia care plan for each patient and discuss with the clinical educator prior to each case. (NASLO 1,2,3,4,5,6)
10. Complete a minimum of 15 written care plans when cases are assigned involving new techniques or major procedures. (NASLO 1,2,3,4,6)
11. Evaluate and incorporate in an anesthesia care plan appropriate and pertinent diagnostic data and hemodynamic parameters. (NASLO 1,2,3,4,6)
12. Determine need and plan for alternative techniques of induction and airway management (NASLO 1,2,3,6)
13. Determine doses of local anesthetic for regional blocks based on patient factors, type, and duration of surgery and administer regional anesthesia. (NASLO 1,2,3,4,6)
14. Recognize patients at risk for malignant hyperthermia, identify proper preparation of the patient and equipment, and formulate a plan of care for malignant hyperthermia episodes occurring during the peri-operative period. (NASLO 1,2,3,4,6)
15. Select and administer appropriate pre-anesthetic medication and psychosocial interventions, based on patient factors, the planned anesthetic and the surgical procedure. (NASLO 1,2,3,4,6)
16. Demonstrate responsibility for cases. (NASLO 2,3,5)
17. Prepare patient and workspace for emergency cases in a rapid, organized manner. (NASLO 1,2,3,4,5,6)
18. Discuss the objectives of emergency anesthesia for induction and maintenance including drugs and the effects on the patients altered physiology. (NASLO 1,2,3,4,6)
19. Demonstrate critical thinking and appropriate clinical judgment in management of specialty, complicated and/or emergency cases. (NASLO 1,2,3,6)
20. Incorporate knowledge of anatomy when identifying landmarks necessary for the administration of regional anesthesia. (NASLO 1,2,3)
21. Administer regional anesthesia using safe technique (NASLO 1,2)
22. Demonstrate the ability to monitor calculate, and adjust fluid and blood replacement based on assessed parameters (NASLO 1,2,3)
23. Perform a rapid sequence induction safely. (NASLO 1,2,3)
24. Demonstrate an understanding of indications and proper use of alternative airway management devices such as a combitube, lighted stylets, fiberoptic scope, LMA, fast-track LMA, etc. (NASLO 1,2,3)
25. Perform all types of airway management with dexterity including facemask, LMA, laryngoscope, etc (NASLO 1,2,3,4)
26. Demonstrate the ability to smoothly induce, maintain, and emerge patients. (NASLO 1,2,3,4,5,6)
27. Implement appropriate responses to patients conditions and communicate with clinical instructor and other health care team members. (NASLO 1,2,3,4,5,6)
28. Initiate postoperative pain management techniques (NASLO 1,2,3,6)
29. Positions patients appropriately and explains the potent pathological effects of poor positioning under anesthesia (NASLO 1,2,3,6)
30. Assemble, check and calibrate invasive monitoring equipment prior to use. (NASLO 1,2,3)
31. Demonstrate correct technique for assessing adequacy of collateral arterial flow and in arterial line insertion (NASLO 1.2.3)
32. Demonstrate correct technique for arterial line insertion (NASLO 1,2,3,)
33. Demonstrate ongoing vigilance and the ability to recognize, correlate and integrate patient condition data and detect problems (NASLO 1,2,3,4,5,6,)
34. Incorporate intra-operative monitoring data and physiologic observations in decision making relative to anesthesia care. (NASLO 1,2,3,4,5,6,)
35. Deliver a concise and clear report to the PACU RN (NASLO 1,2,3,4,5,6)
36. Assess the respiratory status of the postoperative patient, determine the appropriate O2 delivery device and provide ventilatory support as needed (NASLO 1,2,3,4,5,6)
37. Identify patient conditions and surgical events that are associated with high risk for intra-operative fires, electrical shock, etc (NASLO 1,2,3,4,)
38. Perform appropriate interventions should a fire, explosion, electrical shock or equipment malfunction occur. (NASLO 1,2,3,4)
39. Identify problems and provide first line maintenance on all anesthesia equipment (NASLO 1,2,6)
40. Perform and document a complete pre-anesthetic check of the anesthesia gas machine and all monitors each day and identify/report any problems. (NASLO 1,2,3,6,)
41. Demonstrate principles of asepsis when appropriate (NASLO 1,2,3)
42. Administer appropriate antibiotics (NASLO 1,2,3,4,6)
43. Demonstrate competency in using needleless systems (NASLO 1,2,3)
44. Demonstrate active participation in department CQI activities (NASLO 4,5,)
45. Perform postoperative evaluations on cases managed and relay outcomes to the clinical instructor (NASLO 1,2,3,4,5,)
46. Comply with legal and regulatory issues related to the practice of anesthesia. (NASLO 1,2,3,4,5,)
47. Interact with patients appropriately, ethically, and respectfully and maintain privacy of the patient and patient information. (NASLO 2,3,4,5,)
48. Participate in a continual process of self-evaluation and strive for excellence in anesthesia practice (NASLO 4,5,6,)
49. Collaborate with patients, significant others, and health care team members (NASLO 3,4,5,)
50. Present cases and lead group discussion at assigned conferences (NASLO 4,5,6)
51. Critique current literature and apply it to daily case management (NASLO 1,4,5,6,)
52. Attend and contribute to a weekly post-clinical online conference. (NASLO 3,4,5,6)

SEMESTER 5
CLINICAL PRACTICUM V
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Demonstrate proficiency in obtaining a comprehensive health history and in performing a thorough physical/psychosocial examination for all patients. (NASLO 1,2,3,4,5)
2. Demonstrate skill in educating patients and their families regarding the patient’s role relative to their anesthesia care. (NASLO 1,2,3,4,5,6)
3. Discuss anesthetic options and risks with patients and/or legal guardian in language the patient and/or legal guardian can understand. (NASLO1,2,3,4,6).

4. Obtain or verify that informed consent for anesthesia has been signed and is reflected in the patients records.(NASLO 1,2,3,4,5,6).

5. Develop a comprehensive and safe anesthesia care plan for any patient.(NASLO 1,2,3,4,5,6).

6. Discuss rationale and demonstrate depth of personal knowledge base in anesthesia care for patients of all ages, conditions and specialty procedures. (NASLO 1,2,3,4,6)

7. Determine the need for invasive lines, hemodynamic monitoring and vasopressors.(NASLO 1,2,3,4,6)

8. Demonstrate an understanding of the resource management of an anesthesia department relative to medical staffing, equipment and supplies.(NASLO 1,2,3,4,6,)

9. Demonstrate ability to maintain organization and multi-task in complex or specialty cases. (NASLO 1,2,3,4,5,6,)

10. Demonstrate the ability to anticipate common expected changes in patient’s condition based on surgical and/or anesthetic techniques and implement actions to avoid adverse events. (NASLO 1,2,3,4,).

11. Interpret hemodynamic changes and intervene using advanced clinical judgment based on scientific principles and critical thinking (NASLO 1,2,3,4,6).

12. Demonstrate sound clinical judgment in prioritizing anesthetic interventions (NASLO 1,2,3,4,6).

13. Synthesize knowledge of anatomy, physiology, pharmacology and practice principles when providing anesthesia care. (NASLO 1,2,3,6,).

14. Utilize principles of basic and behavioral sciences in protecting patients from iatrogenic complications. (NASLO 1,2,3,4,6).

15. Demonstrate competency in performing and managing regional anesthesia (NASLO 1,2,3,4,6).

16. Demonstrate independence in anesthesia case management (NASLO1, 2,3,4,5,6).

17. Manage the patients peri-operative needs for analgesia.( NASLO 1,2,3,4,5,6)

18. Identify the need for intra-operative blood work (ABGs, electrolytes, CBC, blood sugar, etc) and independently initiate therapeutic interventions.(NASLO 1,2,3,4,6,).

19. Interpret ongoing monitoring information efficiently and modify the anesthetic as indicated.(NASLO 1,2,3,4,6,)

20. Chart in a timely, accurate, and complete manner in all types of cases (NASLO 4,5,6,)

21. Assess the patients status and determine when it is safe to transfer responsibility for care to other qualified personnel (NASLO 1,2,3,4,6,)

22. Determine the need to transfer patients with monitoring and/or supplemental oxygen (NASLO 1,2,3,4,6,)

23. Prioritize the application of monitors in PACU/ICU. (NASLO 1,2,3,4,6)

24. Assume accountability for the anesthesia worksite including pharmaceuticals and equipment(NASLO 1,2,3,5,6,)

25. Adhere to safety precautions to minimize the risk of fire, explosion, electrical shock, and equipment malfunction (NASLO 1,2,3,4).

26. Demonstrate application of current literature to anesthesia practice. (NASLO1,2,3,4,5,6)

27. Critique self relative to accepted anesthesia practice in the community(NASLO 5,6)

28. Act consistently in a manner that displays integrity, compassion, and competence (SLO 4,5,)

29. Complete additional activities as assigned (NASLO 4,5,6)
30. Assume responsibility for anesthesia related functions when consulted by practitioners outside the operating room (NASLO 1,2,3,4,5,6)
31. Participate in activities that support the profession of Nurse Anesthesia (NASLO 4,5,6)
32. Apply knowledge of research methodology in the development and implementation of the Capstone project (NASLO 1,2,4,5,6)
33. Participate in the education of patients and the community of interest (NASLO 1,2,3,4,5,6)
34. Communicate and collaborate with other professionals with charge duties (NASLO 4,5,6)
35. Provide directives and coordinate staffing assignments when in charge (NASLO 4,5,6)
36. Attend and contribute to a weekly post-clinical online conference. (NASLO 3,4,5,6)
37. Demonstrate greater independence as a safe practitioner. (NASLO 1,2,3,4,5,6)

SEMMESTER 6
CLINICAL PRACTICUM VI
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Demonstrate proficiency in obtaining a comprehensive health history and in performing a thorough physical/psychosocial examination for all patients. (NASLO 1,2,3,4,5)
2. Demonstrate skill in educating patients and their families regarding the patient’s role relative to their anesthesia care. (NASLO 1,2,3,4,5,6)
3. Discuss anesthetic options and risks with patients and/or legal guardian in language the patient and /or legal guardian can understand. (NASLO1,2,3,4,6).
4. Obtain or verify that informed consent for anesthesia has been signed and is reflected in the patients records. (NASLO 1,2,3,4,5,6).
5. Develop a comprehensive and safe anesthesia care plan for any patient. (NASLO 1,2,3,4,5,6).
6. Discuss rationale and demonstrate depth of personal knowledge base in anesthesia care for patients of all ages, conditions and specialty procedures. (NASLO 1,2,3,4,6)
7. Determine the need for invasive lines, hemodynamic monitoring and vasopressors. (NASLO 1,2,3,4,6)
8. Demonstrate an understanding of the resource management of an anesthesia department relative to medical staffing, equipment and supplies. (NASLO 1,2,3,4,6,)
9. Demonstrate ability to maintain organization and multi-task in complex or specialty cases. (NASLO 1,2,3,4,5,6,)
10. Demonstrate the ability to anticipate common expected changes in patient’s condition based on surgical and/or anesthetic techniques and implement actions to avoid adverse events. (NASLO 1,2,3,4,5,6,)
11. Interpret hemodynamic changes and intervene using advanced clinical judgment based on scientific principles and critical thinking (NASLO 1,2,3,4,6).
12. Demonstrate sound clinical judgment in prioritizing anesthetic interventions (NASLO 1,2,3,6).
13. Synthesize knowledge of anatomy, physiology, pharmacology and practice principles when providing anesthesia care. (NASLO 1,2,3,6,).
14. Utilize principles of basic and behavioral sciences in protecting patients from iatrogenic complications. (NASLO 1,2,3,4,6).
15. Demonstrate competency in performing and managing regional anesthesia (NASLO 1,2,3,4,6).
16. Demonstrate independence in anesthesia case management (NASLO 1,2,3,4,5,6).
17. Manage the patient's peri-operative needs for analgesia. (NASLO 1,2,3,4,5,6)
18. Identify the need for intra-operative blood work (ABGs, electrolytes, CBC, blood sugar, etc) and independently initiate therapeutic interventions. (NASLO 1,2,3,4,6).
19. Interpret ongoing monitoring information efficiently and modify the anesthetic as indicated. (NASLO 1,2,3,4,6.)
20. Chart in a timely, accurate, and complete manner in all types of cases (NASLO 4,5,6.)
21. Assess the patient's status and determine when it is safe to transfer responsibility for care to other qualified personnel (NASLO 1,2,3,4,6.)
22. Determine the need to transfer patients with monitoring and/or supplemental oxygen (NASLO 1,2,3,4,6.)
23. Prioritize the application of monitors in PACU/ICU. (NASLO 1,2,3,4,6)
24. Assume accountability for the anesthesia worksite including pharmaceuticals and equipment (NASLO 1,2,3,5,6.)
25. Adhere to safety precautions to minimize the risk of fire, explosion, electrical shock, and equipment malfunction (NASLO 1,2,3,4).
26. Demonstrate application of current literature to anesthesia practice. (NASLO 1,2,3,4,5,6)
27. Critique self relative to accepted anesthesia practice in the community (SLO 5,6)
28. Act consistently in a manner that displays integrity, compassion, and competence (NASLO 4,5)
29. Complete additional activities as assigned (NASLO 4,5,6)
30. Assume responsibility for anesthesia related functions when consulted by practitioners outside the operating room (NASLO 1,2,3,4,5,6)
31. Participate in activities that support the profession of Nurse Anesthesia (NASLO 4,5,6)
32. Apply knowledge of research methodology in the development and implementation of the Capstone project (NASLO 1,2,4,5,6)
33. Participate in the education of patients and the community of interest (NASLO 1,2,3,4,5,6)
34. Communicates and collaborates with other professionals with charge duties (NASLO 4,5,6)
35. Provide directives and coordinate staffing assignments when in charge (NASLO 4,5,6)
36. Attend and contribute to a weekly post-clinical online conference. (NASLO 3,4,5,6)
37. Demonstrates greater independence as a safe practitioner (NASLO 1,2,3,4,5,6.)

SEMESTER 7
CLINICAL PRACTICUM VII
Course Objectives:
After completion of this course, in addition to previous clinical practicum objectives, the student will:

1. Demonstrate proficiency in obtaining a comprehensive health history and in performing a thorough physical/psychosocial examination for all patients. (NASLO 1,2,3,4,5)
2. Demonstrate skill in educating patients and their families regarding the patient’s role relative to their anesthesia care. (NASLO 1,2,3,4,5,6)
3. Discuss anesthetic options and risks with patients and/or legal guardian in language the patient and/or legal guardian can understand. (NASLO 1,2,3,4,5,6).
4. Obtain or verify that informed consent for anesthesia has been signed and is reflected in the patient's records. (NASLO 1, 2, 3, 4, 5, 6)
5. Develop a comprehensive and safe anesthesia care plan for any patient. (NASLO 1, 2, 3, 4, 5, 6)
6. Discuss rationale and demonstrate depth of personal knowledge base in anesthesia care for patients of all ages, conditions and specialty procedures. (NASLO 1, 2, 3, 4, 6)
7. Determine the need for invasive lines, hemodynamic monitoring and vasopressors. (NASLO 1, 2, 3, 4, 6)
8. Demonstrate an understanding of the resource management of an anesthesia department relative to medical staffing, equipment and supplies. (NASLO 1, 2, 3, 4, 6)
9. Demonstrate ability to maintain organization and multi-task in complex or specialty cases. (NASLO 1, 2, 3, 4, 5, 6)
10. Demonstrate the ability to anticipate common expected changes in patient’s condition based on surgical and/or anesthetic techniques and implement actions to avoid adverse events. (NASLO 1, 2, 3, 4, 6)
11. Interpret hemodynamic changes and intervene using advanced clinical judgment based on scientific principles and critical thinking (NASLO 1, 2, 3, 4, 6).
12. Demonstrate sound clinical judgment in prioritizing anesthetic interventions (NASLO 1, 2, 3, 4, 6).
13. Synthesize knowledge of anatomy, physiology, pharmacology and practice principles when providing anesthesia care. (NASLO 1, 2, 3, 4, 6).
14. Utilize principles of basic and behavioral sciences in protecting patients from iatrogenic complications. (NASLO 1, 2, 3, 4, 6).
15. Demonstrate competency in performing and managing regional anesthesia (NASLO 1, 2, 3, 4, 6).
16. Demonstrate independence in anesthesia case management (NASLO 1, 2, 3, 4, 5, 6).
17. Manage the patient’s peri-operative needs for analgesia. (NASLO 1, 2, 3, 4, 5, 6)
18. Identify the need for intra-operative blood work (ABGs, electrolytes, CBC, blood sugar, etc) and independently initiate therapeutic interventions. (NASLO 1, 2, 3, 4, 6).
19. Interpret ongoing monitoring information efficiently and modify the anesthetic as indicated. (NASLO 1, 2, 3, 4, 6)
20. Chart in a timely, accurate, and complete manner in all types of cases (NASLO 4, 5, 6)
21. Assess the patient’s status and determine when it is safe to transfer responsibility for care to other qualified personnel (NASLO 1, 2, 3, 4, 6).
22. Determine the need to transfer patients with monitoring and/or supplemental oxygen (NASLO 1, 2, 3, 4, 6).
23. Prioritize the application of monitors in PACU/ICU. (NASLO 1, 2, 3, 4, 6)
24. Assume accountability for the anesthesia worksite including pharmaceuticals and equipment (NASLO 1, 2, 3, 5, 6,)
25. Adhere to safety precautions to minimize the risk of fire, explosion, electrical shock, and equipment malfunction (NASLO 1, 2, 3, 4).
26. Demonstrate application of current literature to anesthesia practice. (NASLO 1, 2, 3, 4, 5, 6)
27. Critique self relative to accepted anesthesia practice in the community (NASLO 5, 6)
28. Act consistently in a manner that displays integrity, compassion, and competence (NASLO 4, 5, 6)
29. Completes additional activities as assigned (NASLO 4, 5, 6)
30. Assume responsibility for anesthesia related functions when consulted by practitioners outside the operating room (NASLO 1,2,3,4,5,6)
31. Participate in activities that support the profession of Nurse Anesthesia (NASLO 4,5,6)
32. Apply knowledge of research methodology in the development and implementation of the Capstone project (NASLO 1,2,4,5,6)
33. Participate in the education of patients and the community of interest (NASLO 1,2,3,4,5,6)
34. Communicates and collaborates with other professionals with charge duties (NASLO 4,5,6)
35. Provide directives and coordinate staffing assignments when in charge (NASLO 4,5,6)
36. Demonstrates the clinical proficiency required to independently practice as a safe nurse anesthetist (NASLO 1,2,3,4,5,6)

**CLINICAL AFFILIATIONS**

Lourdes University and each clinical site have completed a legally binding written agreement that outlines the expectations and the responsibilities of all parties. It is expected that HIPAA requirements will be followed at all times at clinical affiliate sites and at Lourdes University by the Nurse Anesthesia Program Faculty and students. Each clinical affiliate site contract has been tailored to meet the specific concerns and needs of each hospital or practice group that has agreed to work with the Lourdes University Nurse Anesthesia Program. Currently, all clinical affiliate sites are within a 65 mile radius from the Lourdes University campus. Students will be rotated to the locations listed below at the discretion of the Program Administration.

<table>
<thead>
<tr>
<th>Location</th>
<th>Miles From Campus (Approx)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blanchard Valley Hospital</td>
<td>52</td>
</tr>
<tr>
<td>Community Hospitals and Wellness Centers - Bryan</td>
<td>63</td>
</tr>
<tr>
<td>Defiance Regional Medical Center</td>
<td>55</td>
</tr>
<tr>
<td>Flower Hospital</td>
<td>1</td>
</tr>
<tr>
<td>Fostoria Hospital</td>
<td>48</td>
</tr>
<tr>
<td>Fulton County Health Center</td>
<td>32</td>
</tr>
<tr>
<td>Mercy Hospital of Defiance</td>
<td>55</td>
</tr>
<tr>
<td>Mercy St. Anne Hospital</td>
<td>5</td>
</tr>
<tr>
<td>Mercy St. Charles</td>
<td>16</td>
</tr>
<tr>
<td>Mercy St. Vincent's</td>
<td>13</td>
</tr>
<tr>
<td>ProMedica Orthopaedic &amp; Spine Hospital</td>
<td>4</td>
</tr>
<tr>
<td>St. Luke's Hospital</td>
<td>13</td>
</tr>
<tr>
<td>Surgery Center at Regency Park</td>
<td>4</td>
</tr>
<tr>
<td>SurgiCare</td>
<td>13</td>
</tr>
<tr>
<td>Toledo Hospital / Toledo Children's</td>
<td>8</td>
</tr>
<tr>
<td>Wildwood Surgery Center</td>
<td>4</td>
</tr>
<tr>
<td>Wood County Hospital</td>
<td>28</td>
</tr>
</tbody>
</table>
STUDENT SUPERVISION
ANESTHETIZING AREA
Personnel supervising Lourdes University nurse anesthesia students in anesthetizing areas shall be credentialed as Certified Registered Nurse Anesthetist or anesthesiologist with institutional staff privileges and will be immediately available in all clinical areas. Under no circumstances is the student to initiate an anesthetic without proper permission and supervision of a CRNA or anesthesiologist. Documentation of staff privileges and credentialing for Clinical Affiliate Faculty is kept at each clinical site. This information is made available to the Nurse Anesthesia Program Administrator at least annually for review.

NONANESTHETIZING AREA
Personnel supervising Lourdes University Nurse Anesthesia students in a non-anesthetizing area shall be physicians and registered nurses with staff privileges. Documentation of staff privileges and credentials will be maintained by each institution.

RATIO OF STUDENT TO INSTRUCTOR
In the clinical practicum setting the accepted clinical faculty to student ratio shall not exceed 2 students to 1 clinical affiliate faculty member (credentialed CRNA or an anesthesiologist). The student’s knowledge and experience level as well as the health status of the patient, complexity of the surgical procedure and the clinical faculty member’s experience are considered when scheduling student assignments.

ATTENDANCE
Students are expected to attend all classes. Each course has individual requirements for attendance which is clearly identified on the course syllabus. It is the student’s responsibility to be aware of and to follow each course’s attendance policy. See Attendance and Time off policy.

CLINICAL ASSIGNMENTS AND ROTATIONS
The Lourdes University clinical practicum curriculum will offer the student the opportunity to experience nurse anesthesia practice in a wide variety of clinical settings. Clinical affiliate sites include level one trauma centers, children’s hospitals, community hospitals, rural hospitals, independent Certified Registered Nurse Anesthetist practice including pain management, and outpatient surgical centers offering the student a wide variety of clinical experience.

Students will enjoy the full scope of nurse anesthesia practice including, but not limited to, general anesthesia, regional anesthesia (spinal, epidural, and peripheral nerve blockade), local cases with monitored anesthesia care, intensive care rotation, obstetrical, pediatric, and cardio-thoracic and pain management rotations.

Clinical affiliate rotations will be assigned by the Nurse Anesthesia Program Administration. Daily clinical assignments will be made by the clinical coordinator at the site or their designee.
CALL EXPERIENCE
Students will be assigned to off shifts and weekends starting in semester four of the program to fulfill the “call” experience. Students may be scheduled in one week blocks for the afternoon and midnight shifts. At the discretion of the clinical coordinator, the student may be assigned a 24 hour “call” shift to maximize the clinical practicum experience offered by the site. Time off post call will be granted to maintain a safe and healthy time commitment to the program. Didactic instruction covering trauma, cardiothoracic, vascular, and obstetrical anesthesia occurs prior to this clinical experience.

CLINICAL SITE EVALUATION
Clinical affiliation sites are evaluated by the student after each semester using the Nurse Anesthesia Clinical Evaluation Form. These forms are submitted to the Nurse Anesthesia Program Administrator and stored in the program office.

SEE EXAM AND REVIEW COURSE
The comprehensive standardized test known as the Self Evaluation Examination (SEE) provided by the Council on Certification is required to be completed twice prior to graduation. The purpose of this test is to provide individual feedback to the student as to their strengths and areas for improvement, to identify where they rank in the national test pool, and to provide the faculty with evaluative feedback for the curriculum. SEE is required to be completed in semester 4 and 7.

Students will be given the opportunity to attend a commercial review course during their second year in the program. Time off from the program is available at the discretion of the Program Administration.

The student is responsible for the costs involved for the SEE and the review course.

STUDENT SUMMATIVE CLINICAL EVALUATION
Each student will meet with the Nurse Anesthesia Program Administrator (or her designee) at mid and end semester and receive a written evaluation. The purpose of each session is assessment of the student’s didactic and clinical practicum progress. At any time additional evaluation meetings can be scheduled if necessary. Appropriate documentation shall be completed for each scheduled and unscheduled evaluation meeting session. Faculty are accessible during normal office hours (by appointment is preferred).

Summative evaluations will be scheduled with the student at mid and end of the semester to review academic achievements and clinical progress. Previous goals will be reviewed, and new student goals will be established. Program administration and clinical coordinators will be responsible for conducting and documenting student achievement in the didactic and clinical areas and will be a part of the summative evaluation process. These records will be kept in the students’ files.
DAILY FORMATIVE EVALUATION
Formative evaluation in the classroom and clinical area will be an ongoing process. Didactic faculty will provide the student with a written review of oral presentations and scholarly paper writing, as well as oral review of written examinations. These formative evaluations of student achievements will assess learning and foster academic improvement. Clinical Affiliate Faculty will utilize appropriate objectives and evaluation tools to provide the student with a timely assessment of their daily performance in the clinical area. These clinical evaluations will be submitted weekly to the program for the Program’s ongoing assessment of student progress and will be kept in the student’s file.

SELF EVALUATIONS
Students will be encouraged to complete a self evaluation each semester. Information obtained will be used to formulate goals for the next semester. Evaluations will be maintained in the students program file.

CARE PLANS
Beginning with NUR 631 students will be consistently assigned to cases to provide anesthetic management. Students will be expected to assess the patient preoperatively, review the patient record and initiate the pre-anesthetic interview/evaluation. Students may be required to visit in-patients the night before surgery to review the patient’s records, and interview the patient. Information obtained during this assessment process will be utilized to formulate an individualized anesthesia care plan. Students will consult with members of the anesthesia care team prior to ordering additional lab work or other diagnostic testing. The anesthesia care plan will be formulated by the student and reviewed with the clinical affiliate faculty member. During Clinical Practicum I the student will be required to submit three written care plans. During Clinical Practicum II – IV, the student will be required to submit written care plans per the directions in each syllabus. During Clinical Practicum V – VI, major as well as mini care plans will be required for specialty cases per the directions in each syllabus. And finally, during Clinical Practicum VII verbal care plans will be expected on all anesthetics administered. Anesthesia care plans must be submitted to the program per directions in each syllabus. It is recommended that copies be made of all care plans and evaluations prior to submission to the program. Anesthesia care plans and evaluations will be maintained in the student clinical file in the program office.

CLINICAL CASE RECORDING
Clinical practicum will be introduced early in the program to facilitate application of anesthesia theory to practice, as well as obtain required case numbers in procedural techniques (i.e. line insertion), specialty cases, and total case requirements. Students will record all of their program experiences on Medatrax. Orientation to the Medatrax system of clinical case recording will be completed during the first semester in the program. Students will be required to update their case records by the 1st of each month in order to continue to participate in clinical practicum.
The Nurse Anesthesia Program will use the Medatrax System to document individual cases according to type of patient, anesthesia administered, hours of clinical experience, and other information that is required by the Council on Accreditation of Nurse Anesthesia Education Programs (COA) for certification after graduation from the program. The student is responsible for entering the data into the system and the Nurse Anesthesia Program Administrator and Assistant Administrator have the responsibility for scheduling appropriate clinical rotation assignments to meet the COA requirements and monitoring the student case data.

**DRESS CODE**

**Clinical Setting/Classroom/Conference**

Appropriate clean scrubs under a clean white full length lab coat in the clinical setting and business casual attire in the classroom/conference.

Students are required to wear an identification badge at all times so the patient is aware of their student status. **FOLLOW HOSPITAL POLICY REGARDING DRESS AND INFECTION CONTROL AT ALL TIMES.**

**HEALTH INSURANCE**

Because of the nature of clinical practicum and the potential exposure of students to infection/illness, health care insurance is highly recommended. Students are responsible for their own health insurance. While in clinical practicum the student is not considered an employee of the clinical affiliate site or Lourdes University. If injury/exposure occur as a result of a clinical practicum experience the student is liable for all expenses related to treatment and recovery.
ADDENDUM: DRUG AND ALCOHOL POLICY
NURSE ANESTHESIA PROGRAM DRUG AND ALCOHOL POLICY (5/2014)

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

PROCEDURE

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

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

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

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

3. **Random Screening:** All students may be required to submit to random or scheduled drug testing at any point in the Program based on the decision of the Nurse Anesthesia Program Administrator or as a requirement of the assigned clinical agency. Reports of random or scheduled results must be forwarded directly to the Nurse Anesthesia Program Administrator at the address listed in #2 above. Failure to comply with this policy or failure of a drug test will result in dismissal from the Program. Fees associated with random drug screening or scheduled drug testing under this policy will be paid by the University.

4. **Reasonable Suspicion:** Any didactic or clinical affiliate faculty member or student who has reasonable suspicion that a student may be impaired as a result of misuse of
drugs or alcohol will notify the Nurse Anesthesia Program Administrator in writing. If the behavior is suspected in the clinical area, the clinical coordinator or designee will be notified of the situation. Reasonable suspicion exists when any student demonstrates unusual or unexplained behaviors. These behaviors may include, but are not limited to:

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

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

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

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

5. Following successful completion of a rehabilitation program and documentation supporting this evidence, the student may apply for reinstatement into the Program and will be considered on an individual case basis.
FALL 2014 - By signing this form I understand that the Nurse Anesthesia Student Handbook is available online at: www.lourdes.edu - Academics - College of Nursing - Current Students - Handbooks (on the right). I also acknowledge that it is my responsibility to read e-mails from the nursing department and/or nursing faculty, delivered through the student official e-mail account, on a regular basis.

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Print Name</th>
<th>Sign Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Three</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Four</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Five</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Six</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Seven</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Eight</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Nine</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Ten</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Eleven</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Twelve</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Thirteen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Fourteen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Fifteen</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>