

**University of North Dakota**

**College of Nursing**

# **GRADUATE STUDENT HANDBOOK**

**2009 - 2010**



## **STATEMENT OF NON-DISCRIMINATION**

The University maintains a policy of non-discrimination based on race, color, religion, creed, gender, sexual orientation, national origin, handicap, age, marital status, veteran status, political belief or affiliation, or membership or nonmembership in any organization, its services to the public educational programs, financial aid, University-approved housing and food services, benefits and compensation, access to facilities, extracurricular activities, and employment of faculty, staff, and students.

## **ACCREDITATION**

The Master of Science (M.S.) Program in Nursing is accredited by the Commission on Collegiate Nursing Education (CCNE) until 2011 and approved by the North Dakota Board of Nursing through 2011. The Anesthesia Clinical Specialization is also accredited by the Council of Accreditation (COA) for Nurse Anesthesia Educational Programs until 2011.

## **WELCOME FROM THE ASSOCIATE DEAN FOR GRADUATE STUDIES**

Welcome to the University of North Dakota, College of Nursing's Graduate Program!!

Congratulations on your decision to obtain advanced education in nursing. You will learn the knowledge and skills needed to directly or indirectly advance the health of the public. Given the state of healthcare in our region and country, you will each play a vital role in the future: shaping health policy, providing direct care, creating new approaches to care, and by educating patients and students. With over 200 graduate students taking courses on campus or by distance, our accredited program offers flexibility and variety in obtaining advanced nursing education.

At the University of North Dakota, College of Nursing, graduate students may choose to pursue one of six master's level specializations or to earn their PhD in nursing:

### Master's Degrees

- Nurse Anesthesia
- Family Nurse Practitioner
- Psychiatric and Mental Health Clinical Nurse Specialist or Nurse Practitioner
- Gerontological Clinical Nurse Specialist or Nurse Practitioner
- Advanced Public Health Nurse
- Nurse Education

### Doctoral Degree

- PhD in Nursing (BSN to PhD and M.S. to PhD)

Many nurses are also choosing to obtain post-master certificates in our various specializations. The College of Nursing currently offers post-master certificates in Nurse Anesthesia, Family Nurse Practitioner, Psychiatric and Mental Health CNS and NP, and in the Nurse Education track. Post-master certificates in Gerontological Nursing and Advanced Public Health are planned for implementation in January 2010.

While graduate education is characterized as being self-directed, the University of North Dakota has a cadre of talented faculty to guide, direct, and serve as resources during your tenure with the University.

We are very excited that you chose the College of Nursing at the University of North Dakota to pursue your advanced degree or graduate certificate in nursing. You will be developing essential skills as leaders in healthcare, and whether in person or through distance delivery, we welcome you to our campus!

Best Regards,  
Julie Anderson, RN, PhD, CCRC  
Associate Dean for Graduate Studies

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# I. COLLEGE OF NURSING OVERVIEW

## A. HISTORY OF THE COLLEGE OF NURSING

Although non-degree courses of study were offered at UND for nurses in the early twentieth century, it was not until 1949 that the first North Dakota baccalaureate program in nursing was established and a Division of Nursing was created at UND. In 1959, the Board of Higher Education authorized the creation of a College of Nursing as an autonomous unit under the Vice President of Academic Affairs. Since the first nursing degrees had been awarded in 1951, the 25th anniversary of the College was celebrated with the dedication of the College of Nursing building in 1976.

In January 1982, the first North Dakota master of science degree program in nursing was established and admitted the first four students to the clinical specialization of Adult Health Nursing. During the late eighties and early nineties, three additional nursing specializations were added: Anesthesia, Rural Health, and Parent-Child. The Family Nurse Practitioner Specialization began in Fall 1993. A Health Administration in Nursing Specialization first accepted students in 1998. The Clinical Nurse Specialist in Nursing Therapeutics specialization was first offered in Fall 2001, coinciding with the suspension of the Rural Health, Parent-Child, and Adult Health Nursing specializations. The Psychiatric and Mental Health specialization began Spring 2002. In September 2004, the College implemented a distance-delivered specialization in Nurse Education. In August 2007, the college implemented distance-delivered specializations in Gerontological Nurse Practitioner, Gerontological Clinical Nurse Specialist, and Public/Community Health Clinical Nurse Specialist (now Advanced Public Health Nurse).

Today, given the changing needs of local, national and global healthcare, the college has retired some of the master's specializations offered in the past and currently offers master's degrees in:

- Nurse Anesthesia
- Family Nurse Practitioner
- Advanced Public Health Nurse
- Psychiatric and Mental Health Clinical Nurse Specialist and Nurse Practitioner
- Gerontological Clinical Nurse Specialist and Nurse Practitioner
- Nurse Education

The College of Nursing currently offers five post-master certificate programs: Nurse Anesthesia, Family Nurse Practitioner, Clinical Nurse Specialist in Psychiatric and Mental Health Nursing, Nurse Practitioner in Psychiatric and Mental Health Nursing, and Nurse Education.

During Spring 2002, the College of Nursing was approved to begin offering course work leading to a PhD in Nursing. Students are admitted post-baccalaureate or post-master to the program.

## **B. MISSION STATEMENT**

The College of Nursing shares the mission of the University of North Dakota: to serve the state, the country, and the world community through teaching, research, creative activities and service. Through sponsorship and encouragement of basic and applied research, scholarship, and creative endeavor, the University contributes to the public well-being and encourages students to make informed choices, to communicate effectively, to be intellectually curious and creative, to commit themselves to lifelong learning and the service of others, and to share responsibility for both their own communities and for the world.

The mission of the College of Nursing is to educate individuals for professional roles in nursing and nutrition. The College of Nursing strives to enhance the health of people in the region, the nation, and across the globe by preparing leaders in nursing and nutrition through innovative, accessible programs and significant faculty and student scholarship and service.

## **C. NURSING PHILOSOPHY**

The hallmark of professional nursing is the art of caring with the thoughtful application of the knowledge of the discipline in accordance with recognized standards of practice. Nurses care for clients holistically, knowing that health is personal and influenced by multiple factors. Nursing history and tradition address disparities in the health of all populations and emphasize development of human potential. Nurses are committed to serving vulnerable, rural, and underserved populations. Nurses collaborate with recipients of nursing care and others to promote, protect, maintain, and restore the health of individuals, families, and communities, or support the process of dying with dignity. Critical thinking, effective communication, and competent practice are skills which nurses bring to the multidisciplinary healthcare team. The context of nursing is dynamic, complex, and multidimensional.

Professional nursing practice is supported by a sound knowledge base. Research informs and builds our profession. Nursing education at the baccalaureate level integrates content from the arts and humanities, social and physical sciences, and requires competencies in technology and information management. Coursework enhances personal and professional skills, promotes lifelong learning, clinical leadership, and research-based practice within a context of globalization. Education at the master's level prepares graduates who apply knowledge of the discipline and generate theory-based research for specialized nursing practice. Education at the doctoral level enables nurse scientists to make significant original contributions to the body of knowledge.

Teaching is a process designed to facilitate learning within an academic environment that is student centered and supports various learning styles and diverse cultural perspectives. Students and faculty are active and responsible participants in the venture of learning and research. Faculty utilize innovative teaching methods to guide nursing students as they acquire the knowledge, skills, and ability to function independently in diverse settings.

## II. GENERAL GRADUATE STUDENT INFORMATION

This Graduate Student Handbook has been prepared to serve as a supplement to the current UND *Undergraduate & Graduate Academic Catalog*. The information contained in this handbook will be useful to you during your educational experiences.

The College of Nursing adheres to policies that are found in other documents. Since all of these documents are subject to change, please refer to them on a regular basis.

### A. THE CODE OF STUDENT LIFE

The University of North Dakota *Code of Student Life* outlines the rights and responsibilities enjoyed by the students, faculty, and staff who make up the University community. You may access the Code of Student Life online at <http://sos.und.edu/csl/>.

### B. AMERICAN NURSES ASSOCIATION CODE OF ETHICS

The American Nurses Association's *Code of Ethics for Nurses with Interpretive Statements* provides guidelines for the ethical obligations and duties of the nursing profession. It is available for purchase at the University Bookstore and can be obtained in print or accessed electronically through the Harley E. French Library.

### C. PUBLICATION MANUAL OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION

The latest edition of the APA *Publication Manual* is available for purchase at the University Bookstore.

American Psychological Association. (2009). *Publication manual of the American psychological association* (6<sup>th</sup> ed.). American Psychological Association. ISBN 1-4338-0561-8.

### D. DIRECTORY

The UND campus directory contains general campus information, UND office contact information, and listings of faculty, staff, and students. A paper copy of the directory is available for purchase at the University Bookstore. A directory is also available online at <http://www.und.edu/directory/>.

### E. UND CAMPUS MAP

An interactive map of the UND campus can be accessed at <http://www.und.edu/map/Map/map.html>.

### F. SCHEDULE OF CLASSES

You may access the schedule online at <http://www.und.nodak.edu/dept/registrar/campusconnection/index.htm>.

### G. UND GRADUATE SCHOOL STUDENT HANDBOOK AND INSTRUCTIONS FOR THE PREPARATION OF THESES AND DISSERTATIONS

Available online at <http://www.und.edu/dept/grad/>.

### H. OTHER GRADUATE STUDENT PROGRESSION FORMS

Available online at <http://www.und.edu/dept/grad/html/forms.html>.

## **I. LIABILITY INSURANCE**

The University of North Dakota College of Nursing provides liability insurance for all students—on or off campus—each semester they are attending the CON and are involved in official course work in clinical settings. This includes those who are taking prescribed clinical nursing courses during the summer session. THIS DOES NOT cover vacation or other times when students are working for pay. Each graduate student is covered up to \$1,000,000 for any one incident and up to \$3,000,000 as a total of all claims within one calendar year period. (See the CON Policies and Procedures Manual, #247)

Graduate students may also choose to purchase their own additional professional liability policies.

## **J. TAPING OR RECORDING LECTURES**

It's the student's responsibility to obtain permission to tape nursing lectures or classes, since there is not a universal University policy regarding taping. Individual faculty members may choose to grant permission to tape part or all of his/her classes. Students who make classroom presentations also have the right to grant or deny permission to tape.

## **K. LIBRARY SERVICES**

The Harley E. French Library of the Health Sciences is the primary resource for students of the College of Nursing. It functions as North Dakota's primary medical resource library and participates in the state-wide Online Dakota Information Network (ODIN). Statewide hospital library holdings are available through ODIN in a subset called Health Sciences Libraries. The Library also coordinates services through four Clinical Campus sites, with librarians available to offer help in Fargo, Bismarck, Minot, and Grand Forks. Information on the Clinical Campus sites can be found at <http://undmedlibrary.org/LibraryInformation/ClinicalCampus/>.

For those students on-campus, the Harley E. French Library can be found in the Karl Christian Wold Bio-information Learning Resources Center. Distance students may access the Harley E. French Library remotely to use electronic resources and request print materials through the interlibrary loan service. The Library maintains a diverse collection of print and electronic resources.

More information on the Harley E. French Library and the other UND libraries may be found at <http://www.und.edu/library/>.

## **L. ON-CAMPUS COMPUTER ACCESS FOR GRADUATE STUDENTS**

Students have access to more than 1000 on-campus terminals located in several classroom buildings, residence halls, the Chester Fritz Library, Memorial Union, and the Computer Center. The computer center in the College of Nursing was opened Fall 1996 and is located in Room 110. Six computers are also located in the Graduate Lounge, Room 203 (enter through Room 250E). Other computer labs are located on campus.

## **M. UND GRADUATE SCHOOL EMAIL LISTSERV**

Subscribing to the Graduate Student Announcement email listserv from the UND Graduate School is highly recommended, as this listserv is used to inform all graduate students of important dates, deadlines, and news. To subscribe, follow the instructions available online: <http://www.und.edu/dept/grad/html/listserv.html>.

#### **N. CON GRADUATE STUDENT EMAIL LISTSERV**

The Nursing Graduate Program Office maintains an email group (listserv) for the purpose of timely communication of essential information to enrolled graduate nursing students. As outlined in this Handbook's CON Policies and Procedures section, new students must submit their U-Mail address to the Graduate Program Office in CON Room 360 or email new address information to [pamhenderson@mail.und.nodak.edu](mailto:pamhenderson@mail.und.nodak.edu).

Students are expected to read their email on a regular basis to ensure that they are aware of information circulated by the CON Graduate Office. Changes in policy and procedure, reminders of important dates (e.g., last day for advancement to candidacy, deadline for application for graduation), and announcements about financial aid are all transmitted via email.

#### **O. GRADUATE ESSENTIALS (COLLEGE OF NURSING)**

Tips and essential information for new and returning graduate students are now available in a link off of the CON Graduate website, including key elements for getting started with on-campus and online education. The Graduate Essentials website is found online at <http://www.nursing.und.edu/grad/essentials/index.cfm>. The website includes many of the policies and procedures essential for our graduate students.

#### **P. MY GRADSPACE (UND GRADUATE SCHOOL)**

My GradSpace is your own personal Graduate School online environment where you can learn more about programs and life at the University of North Dakota. Whether you are on campus or online, My GradSpace can be tailored to your preferences. If you would like to create your own My GradSpace page, go to <http://www.graduateschool.und.edu/html/landingpage-connect.html>.

We encourage you to create your own My GradSpace page that will be a central place for all your areas of interest, news updates, events and other information that is important to you. You can return to this page at any time and edit your profile to find new information. My GradSpace is designed to stay with you throughout your graduate career. You can track the status of your application, connect with other university offices, get RSS feeds, and see the latest news for graduate students.

#### **Q. PhD COMMUNITY SITE (COLLEGE OF NURSING)**

Just for our PhD students, we have created a community site within Blackboard. This site can be used to have discussions with fellow PhD students, keep updated on any announcements that faculty and staff may have, to download important Graduate School documents, and much more. Once you have been admitted, you are added to the Blackboard site and will have access when you log in to your Blackboard. Log in to the UND Blackboard site at <http://online.und.edu/webapps/portal/frameset.jsp>.

#### **R. GRADUATE STUDENT LOUNGE**

The Graduate Student Lounge and Reading Room is on the second floor of the CON in Room 203 (accessed through Room 250E). It is available to all graduate nursing students. Couches, chairs, lamps, computers, and a television set provide a warm atmosphere. The lounge is a popular spot to meet with other graduate students for lunch or snacks. Bulletin boards are used as an information and correspondence center. Please feel free to embrace this area as "your own."

## **S. LEARNING RESOURCE & SIMULATION CENTER (LRSC)**

Located on the first floor of the CON in Room 103, the Learning Resource and Simulation Center provides several resources for the graduate student, such as:

- computer-assisted instructional materials
- video tapes
- audiovisual hardware and software

Graduate students are invited to use these resources during the scheduled hours. For more information, call 701-777-4502.

## **T. UNIVERSITY SERVICES**

In addition to libraries and the computer center described above, there is an abundance of other services available through the University, such as parking, student health, and counseling. Please refer to the *Undergraduate and Graduate Academic Catalog 2009-2011* or <http://www.und.edu/services/current.html> for more information on these and other University services.

## **U. ORGANIZATIONS**

### **North Dakota Nurses Association District 3 (NDNA-3)**

Membership in the NDNA-3, also known as the Red River District, is open to RNs holding current membership in NDNA. For more information, contact any faculty member at UND or any officer or member of NDNA District 3.

### **Sigma Theta Tau, International**

Sigma Theta Tau is the National Honor Society of Nursing. The purpose of Sigma Theta Tau is to recognize leadership, creative work, professional standards, and commitment to scholarly nursing. As future leaders in the nursing profession, all graduate students are strongly encouraged to join this national honor society for nursing. Membership in UND's local chapter, Eta Upsilon, is obtained by meeting eligibility requirements. For more information contact Beth Toay at 701-777-4174.

### **Other**

There are many other organizations for nurse specialists, researchers, and educators. Information about these organizations is generally available from faculty who are members and from publications of the individual organizations.

### III. COLLEGE OF NURSING POLICIES & PROCEDURES

The following policies and procedures have been implemented by the CON. All graduate students are to follow them and to adhere to any regulations, deadlines, or rules.

#### A. U-MAIL ACCOUNT

The University-assigned student email account is the official means of communication with all students enrolled at UND.

1. No other email account may be used as means of communication with faculty or staff.
2. This policy is for the protection of faculty, staff, and students and is enforced.
3. If an email is received from a different account, faculty and staff have been advised to request the information from the student's U-Mail account.

This account is free of charge and is active as long as the student remains enrolled at the University. Students are expected to check their official UND email on a frequent and consistent basis. For more information, please refer to the following UND policy:

<http://itss.und.edu/StudentEmailPolicy.html>.

#### **Activate/Claim U-Mail Account**

1. Go to: <http://idm.und.edu/idm/user/login.jsp>.
2. Click the "New User Claim Your Account" button located on the lower left corner of the screen and follow the instructions.

**Once your U-Mail account is activated, you MUST send an email from your U-Mail account to Pam Henderson.**

1. Pam Henderson, Graduate Student Service Specialist, [pamhenderson@mail.und.edu](mailto:pamhenderson@mail.und.edu).
2. Doing this will confirm the activation of your account and ensure that you are added to the appropriate email lists.
3. Your U-Mail account is your lifeline to information from both the CON and UND. All information regarding updates, scholarships, deadlines, financials, etc., will be sent to your U-Mail account. Therefore, it is suggested that you check your U-Mail account daily.

#### B. BACKGROUND CHECK

Due to the requirements of the healthcare profession, clinical facilities, certain curriculum programs, and the College of Nursing's obligation to community facilities, all graduate applicants must submit to and satisfactorily complete a background check. Current graduate students must also submit to an **annual** background check. The yearly renewal deadline for all students is **August 15** of each year.

Passing the background check is required for admission and continued enrollment in the graduate program.

#### **Guidelines & Requirements**

- Graduate students must use the vendor designated by the College of Nursing. The student must provide the College of Nursing with a copy of their completed background check.

- Students must complete the background check through the approved UND site.
- Students are responsible for any background check fees.
- Students have the right to review the background information for accuracy and completeness and to request that the vendor verify the background information is correct.
- Before making a final determination that would adversely affect the applicant or student, the College of Nursing will inform them of their rights and how to contact the vendor to challenge the accuracy of the report.
- Background check reports are confidential, may only be reviewed by university officials and affiliated clinical facilities, and will be maintained in the Student Affairs Area.

### **Background Check Procedure**

1. Be sure to have your credit card ready; the current cost is \$60
2. Go to: <https://client.verifiedcredentials.com/nodak/default.cfm>
3. Click on the GO button
4. At the bottom of the page, click on the orange Click Here
5. Go into the drop down box and choose “University of North Dakota - Graduate Nursing”
6. Click Next
7. Fill out the information as it requests and submit
8. Once you receive email confirmation of completion, forward it to Pam Henderson [pamhenderson@mail.und.edu](mailto:pamhenderson@mail.und.edu)

### **C. CON NURSING NAME BADGE**

All students must wear a CON Nursing Name Badge at all times while representing the University (i.e., – clinical settings, practicums, observational experiences, UND workshops, etc.).

#### **For students on campus:**

1. Go to the U-Card office located in the basement of the Memorial Union.
2. Bring your driver’s license or other form of government-issued ID with you for identification purposes.
3. The U-Card office will take your picture and create the name badge for you.
4. You will need to pay \$5 in the office for the badge.
5. Badges are created on-campus, so it is a same-day service.

#### **For students off campus:**

1. Obtain a picture of yourself.
  - **Specifications of the image include:**
    - o .jpg format
    - o File name should be current EMPL/User ID number or your name
    - o 8-bit color
    - o Range of width between 270 - 420 pixels
    - o 7 width by 8 height ratio
    - o Photo must be taken against a WHITE background
    - o Photo must be in portrait format to include very top of shoulders and up

- o Photo must NOT include hats or sunglasses
- 2. Send the picture and a copy of your driver's license/government-issued ID (for identification purposes) to Teresa in the U-Card Office at [teresablilie@mail.und.nodak.edu](mailto:teresablilie@mail.und.nodak.edu).
- 3. If you do not have access to send by email, you can mail an individual digital photo via CD to the following address: U-Card Office, Campus Safety and Security, 3851 Campus Road Stop 9043, Grand Forks, ND 58202
- 4. Include the following information in your email/letter:
  - Name
  - Date of Birth
  - Student ID #
  - Address to send the badge back to (mailing address)
- 5. Your student account will be billed \$5 for the badge.
- 6. Badges are created on-campus, so it is a same-day service. Most badges will be mailed out within two working days.

**U-Card Office Information:**

Memorial Union lower level, Room 3 - next to Lifetime Sports Center  
 (701) 777-2071  
 Hours: 8 am - 4:30 pm

**D. ON-FILE PHOTOGRAPH**

Upon admission to the Graduate Nursing Program, all students must supply the CON Graduate Office with a digital photograph of themselves. The photograph will be kept on file (in both electronic and printed format). The purpose of the photo is to clearly identify all graduate students.

Photos must be submitted electronically to the CON Graduate Nursing Office by the end of the first week of classes during their first semester of coursework.

Photos will be saved on the computer of the Graduate Nursing Student Service Specialist. A copy of the photo will also be printed for the student's academic file and will be available for faculty to post in distance courses.

**Specifications of the image include:**

- .jpg format
- File name should be specialization.last name.first name (ex: FNP.Doe.Jane). Use the following abbreviations for specializations
  - o Advanced Public Health Nurse – APHN
  - o Family Nurse Practitioner – FNP
  - o Gerontological Nursing CNS and NP – GERO
  - o Psychiatric and Mental Health CNS and NP – PMH
  - o Nurse Anesthesia – ANES
  - o Nurse Education – EDU
  - o PhD – PhD
- 8-bit color
- Range of width between 270 - 420 pixels
- 7 width by 8 height ratio

- Photo must be taken against a WHITE or LIGHT-COLORED, SOLID background
- Photo must be in portrait format to include very top of shoulders and up
- Photo must NOT include hats or sunglasses or other objects that block the facial features
- Photos must be appropriate for the work setting

**For more information:**

Contact Pam Henderson, Graduate Student Service Specialist  
[pamhenderson@mail.und.edu](mailto:pamhenderson@mail.und.edu) or 701-777-4552

**E. HIPAA**

A federal law, known as "HIPAA" (the Health Insurance Portability and Accountability Act of 1996) requires healthcare providers to implement a comprehensive approach to protect the privacy of personal health information (PHI). There are nine parts to HIPAA, but our immediate compliance will focus on three areas:

**Privacy Rule:**

The Privacy Rule regulates the use and distribution of identifiable health information and gives individuals the right to determine and restrict access to their health information. Compliance with HIPAA's privacy regulations will be required beginning April 14, 2003. Substantial penalties, both civil and criminal, may be imposed for noncompliance.

**Security Rule:**

The HIPAA Security Rule mandates that reasonable and appropriate technical, physical, and administrative safeguards be implemented with electronic identifiable health information. We must ensure the confidentiality, integrity, and availability of all electronic protected health information we create, receive, maintain or transmit. Compliance date for the Security Rule is October 16, 2003.

**Transactions and Codes:**

HIPAA requires the Department of Health and Human Services (DHHS) to adopt standards to facilitate Electronic Data Interchange (EDI). HIPAA transaction standards apply to any healthcare provider that transmits any health information in electronic form. A summary of the HIPAA can be found at <http://www.hhs.gov/ocr/privacy/hipaa/understanding/summary/> and at <http://www.cms.hhs.gov/home/regsguidance.asp> under "HIPAA Administrative Simplification."

**How does HIPAA impact UND and the CON?**

HIPAA has impact on UND and the CON in several ways. Patient/client records, human subject research records, and marketing demographics contain personal health information as identified in the HIPAA privacy regulation.

## **HIPAA Training**

All graduate students are required to completed the HIPAA training on the UND School of Medicine and Health Sciences website by **August 15** of the year in which they are admitted to the CON. See [http://www.nursing.und.edu/hipaa\\_oshacfm](http://www.nursing.und.edu/hipaa_oshacfm) for more information.

### **Directions**

1. Go to:  
<http://smhs.med.und.nodak.edu/UNDSMHS/AcademicAffairs/HIPAA/hipaatraining.html>
2. Click on the Web Link: HIPAA Training
3. User ID: EMPLID Number (your student ID without the w)
4. Password: hello
5. After completing the training, exit the site; confirmation will automatically be sent to Mandy Panasuk, Nursing Graduate Program Secretary.

### **For more information:**

Contact Mandy Panasuk, Nursing Graduate Program Secretary  
[mandypanasuk@mail.und.edu](mailto:mandypanasuk@mail.und.edu) 701-777-4540

## **F. RN LICENSURE**

All graduate nursing students are required to hold an active, valid RN license while enrolled in the program. In addition, all graduate students must hold an active, valid RN license in the state(s) or countries in which they do practicum. **A copy of the up-to-date RN license must be on file in the CON Graduate Program Office at all times.**

## **G. IMMUNIZATION RECORDS**

Upon admission to the Nursing Graduate Program, all students must submit a copy of their vaccination records to the CON Graduate Office. The immunization record must include:

1. Hepatitis B Series **AND** Titre or Completed Waiver
2. TB Skin Test (within the last year)
  - a. This is to be required yearly.
  - b. If you have had a positive result in the past, please contact Pam Henderson for further direction.

## IV. ACADEMIC POLICIES

The CON policies regarding academic standards are identical with those in the *Undergraduate and Graduate Academic Catalog*, which may be accessed via the following link: <http://www.und.edu/dept/registrar/catalogs/catalog/index.htm>. Selected additional information that will help you progress through your graduate education follows:

### A. **ACADEMIC ADVISEMENT** (*See Undergraduate and Graduate Academic Catalog*)

Contact your advisor for questions about registration, program progression, graduation requirements, and certification exams that you might plan to take. Course registration and obtaining signatures on forms such as the Program of Study and Final Approval of Thesis is the responsibility of the student; advisors and secretaries should not be requested to complete these tasks.

#### **Temporary Academic Advisor**

A temporary advisor is assigned by the Associate Dean for Graduate Studies when students are admitted.

#### **Major (Permanent) Advisor**

The major advisor is the chairperson of a student's Independent Study or Faculty Advisory Committee (thesis or dissertation). Students are responsible for seeking out a faculty member with graduate status to serve as their major advisor. All students should obtain their major advisor in the first 12 months after admission to the College of Nursing Graduate Program. This excludes General Nursing students, who are assigned to the Associate Dean for Graduate Studies until they enter a specialization.

#### **Faculty Advisory Committee for Thesis or Dissertation**

This committee is responsible for program advisement and thesis or dissertation advisement, in accordance with policies established by the UND Graduate School (see *Undergraduate and Graduate Academic Catalog*). The College of Nursing has no residency requirement for the thesis option.

#### **Procedure for Appointment of Faculty Advisory Committee or Major Advisor (New or Revision)**

1. The student must complete and submit the "Advisor or Committee Appointment Request" form. This form is available through the Graduate School website at: <http://www.und.edu/dept/grad/html/mastersforms.htm>
2. The Associate Dean for Graduate Studies approves the appointment(s) and forwards the appointment to the Dean of the Graduate School.
3. The Dean of the Graduate School officially notifies the Associate Dean of Graduate Studies, the Committee/Advisors, and the student of the results.
4. A copy of the appointment is placed in the student's file.

## **B. PROGRAM OF STUDY**

The required Program of Study form is available from the UND Graduate School website and can be downloaded from this address: <http://www.und.edu/dept/grad/html/mastersforms.htm>. It is the responsibility of the student, in conjunction with his/her Faculty Advisory Committee or major advisor, to obtain the necessary signatures and submit the completed form to the UND Graduate School.

## **C. GRADING** (See *Undergraduate and Graduate Academic Catalog*)

A graduate student will be allowed credit for a course only when a grade for the course has been reported to the Registrar's Office.

A graduate student's cumulative GPA is based on all course work, graduate or undergraduate, taken while the student is registered in the UND Graduate School. Grades of less than C are not included in the number of credits accepted for a graduate degree, but they are counted in determining the cumulative GPA. Credits and grades for courses accepted in transfer or courses graded on a Satisfactory-Unsatisfactory basis are not counted in determining the GPA. Courses with grades of Incomplete are neither counted as partial fulfillment of degree requirements nor calculated in the GPA.

The grading scale for all CON graduate nursing courses, including nursing electives, is as follows:

92-100	A
83-91	B
74-82	C
66-73	D
65	F
I	Incomplete

## **D. UND GRADUATE SCHOOL SCHOLARLY FORUM**

Each year the UND Graduate School hosts the Scholarly Forum, a campus-wide forum showcasing the research and creative scholarship of graduate students and faculty from all colleges. The Scholarly Forum includes panel sessions, oral presentations, art exhibits, and a research poster session. All graduate students are welcome and encouraged to participate.

The UND Graduate School's Scholarly Forum is presented over two days, usually in late February or early March. The call for abstracts will be announced in November with event details and submission forms posted on the UND Graduate School website.

## **E. PETITIONS AND APPEALS** (See *Undergraduate and Graduate Academic Catalog*)

Students who wish to be excused from Graduate School requirements must petition the Dean of the Graduate School on a form available from the Graduate School or CON Room 360. The forms require the written endorsement of the advisor, instructor (if appropriate), and department chairperson.

## **F. ACADEMIC GRIEVANCE** (See *Undergraduate and Graduate Academic Catalog*)

As per UND Graduate School policy, grade grievances, allegations of academic dishonesty, scientific misconduct, and discrimination for nursing courses are subject to review by the College of Nursing. In the event that one of the previously mentioned academic issues occurs, the student should first discuss the matter with the faculty, committee, or administrators involved and attempt to resolve the issue. If the issue is not resolved, the student may then discuss the grievance procedure with his or her academic advisor for clarification. It is then the student's

responsibility to advance the grievance procedure according to the Academic Grievance Procedure for Students (Policy 236a) as outlined in College of Nursing Policies and Procedures.

Grievances related to any other academic circumstance follow UND Graduate School policy printed in the *Undergraduate and Graduate Academic Catalog 2009-2011*, pages 212-215.

**G. CONTINUING ENROLLMENT – N996** (See *Undergraduate and Graduate Academic Catalog 2009-2011*, page 211).

Students who have completed all the necessary credits of course work, thesis/dissertation, or independent study on their approved Program of Study but who have not completed their independent study, thesis, or dissertation must register for Nursing 996-Continuing Enrollment each additional semester or summer session they are utilizing university facilities or the time of faculty.

**H. ADVANCING TO CANDIDACY** (See *Undergraduate and Graduate Academic Catalog 2009-2011*, pages 221-222 (M.S.) or page 229 (PhD) for full and detailed information regarding advancement to candidacy requirements)

In order to obtain an advanced degree, all graduate students must first advance to candidacy. Advancing to candidacy is a formal procedure required for graduation and, once completed, implies that the student has satisfactorily completed much of the formal coursework and examination requirements and is qualified to pursue the remaining portion of the degree work.

Copies of **ALL** forms required for advancing to candidacy must be on file with both the UND Graduate School and the CON Graduate Office. UND Graduate School forms may be accessed through the following link: <http://www.und.edu/dept/grad/html/forms.html>.

**Master of Science Requirements**

M.S. students must complete all of the following requirements for advancement to candidacy **prior to the semester in which they plan to graduate** (not necessarily in the following order):

1. Select a major advisor (for independent study) or a Faculty Advisory Committee (for thesis)
2. Submit an approved, completed Program of Study form to the UND Graduate School
3. Obtain approval of a Topic Proposal for Independent Study by the student's major advisor or approval of a Proposal of Thesis by the student's Faculty Advisory Committee. The Topic Proposal or Proposal of Thesis must be submitted to the UND Graduate School on the appropriate UND Graduate School form.

The student and his/her advisor/Faculty Advisory Committee will receive a status sheet when advanced to candidacy.

**Doctor of Philosophy Requirements**

PhD students are not allowed to graduate in the same semester or summer session in which they become a candidate for the degree. For advancement to candidacy, PhD students must complete all of the following requirements (not necessarily in the following order):

1. Select a Faculty Advisory Committee
2. Submit an approved, completed Program of Study no later than the beginning of the second semester of work
3. Complete departmental examination requirements
4. Complete a substantial portion of degree coursework with a GPA of no less than 3.0
5. Complete scholarly tool requirement
6. Successfully complete the comprehensive examination

7. File an approved Proposal of Dissertation form with the UND Graduate School
8. The student's Faculty Advisory Committee must recommend advancement to candidacy

The student and his/her Faculty Advisory Committee will be notified in writing when advanced to candidacy.

**I. INDEPENDENT STUDY/THESIS (M.S.) OR DISSERTATION (PhD)**

(See *Undergraduate and Graduate Academic Catalog 2009-2011*, pages 220-222)

The student must submit an independent study/thesis (M.S.) or dissertation (PhD) to the UND Graduate School as partial fulfillment of the requirements for the degree. The independent study/thesis or dissertation, prepared under the guidance of the student's advisor or Faculty Advisory Committee, must show sound method and demonstrate scholarship. All theses/dissertations must be prepared in accordance with the *Thesis and Dissertation Style Guide* available online at <http://www.und.edu/dept/grad/html/policiespage.htm>.

The topic proposal for independent study/thesis or dissertation must be approved by the student's major advisor or thesis/dissertation committee. The proposal must be approved before the beginning of the semester in which the student expects to graduate and must be filed in the UND Graduate School before a student is advanced to candidacy for a master's or doctoral degree.

**J. GRADUATION** (See *Undergraduate and Graduate Academic Catalog*)

Candidates must apply for graduation by the deadline posted in the Academic Calendar using an application that may be obtained from the UND Graduate School or College of Nursing Room 360. All graduate students must have been advanced to candidacy **the semester preceding the semester in which they expect to graduate**. Students must be registered for the term in which they expect to receive their degree.

**K. CAP, GOWN, AND HOOD**

These items may be purchased at the University Bookstore. When you have applied for graduation, you should receive information about the purchase of regalia. The hood is for an M.S. degree.

**L. COURSE LOAD**

The *Undergraduate and Graduate Academic Catalog* contains specific information regarding maximum and minimum full loads according to status of appointment as Graduate Research or Teaching Assistants. For students who are not employed in these capacities, full-time enrollment is 12-16 semester credits during the fall or spring semesters and 9 semester credits in the summer.

**M. REPEATED COURSES** (See *Undergraduate and Graduate Academic Catalog*)

All courses taken by graduate students for which a grade of D, F, or U was received may be repeated ONCE for credit, with only the second grade to count in the grade point average. This option does not apply to a student who has been dismissed. Courses with grades of C or better may not be repeated without the written approval of the Dean of the Graduate School.

#### **N. TIME LIMIT ON A DEGREE**

Graduate courses more than seven years old are considered obsolete and may not be counted as fulfilling course requirements for an advanced degree program. At the time of graduation, the program of study and the courses accepted may not be more than seven years old.

Refer to the *Undergraduate and Graduate Academic Catalog* for information about revalidation and over-age graduate work from other institutions.

#### **O. HUMAN PARTICIPANTS IN RESEARCH**

“Policy on Disclosure of UND Research Protocols” and other information (including a “Sample Consent Form”) about research at UND is available from the Office of Research and Program Development, Twamley Hall 101. All research which involves the use of humans as subjects must be reviewed and approved by the Institutional Review Board (IRB) prior to the initiation of the project or activity. Both thesis and independent study projects may require IRB approval. Projects involving minimal risks to the subjects being studied may be eligible for a simplified review process, normally completed within three weeks. Other projects, and projects submitted at times of peak academic activity, will require a longer period for review. All proposals involving biomedical research which do not qualify for expedited review will be reviewed by the IRB Medical Subcommittee prior to review by the full IRB. These boards meet monthly. IRB forms may be downloaded from this website:

<http://www.und.nodak.edu/dept/rdc/regucomm/IRB/Forms.htm>

#### **P. PhD COMPREHENSIVE EXAMINATION** (See *Undergraduate and Graduate Academic Catalog 2009-2011*, page 229)

All students seeking a Doctor of Philosophy degree must take a written comprehensive examination after a substantial portion of the coursework has been completed. Students must apply for permission to take the comprehensive examination on a form available at the UND Graduate School.

## V. GENERAL FINANCIAL AID INFORMATION

### A. GRADUATE SCHOOL AWARDS/SCHOLARSHIPS

Information on Graduate School awards and scholarships are available online at: <http://www.und.edu/dept/grad/html/awards.html>. Students may also be eligible for loans and part-time employment.

### B. GRADUATE ASSISTANTSHIPS

The CON makes appointments to Graduate Assistants. Interested students may apply for a GA position by submitting an application available at the Nursing Graduate Office, CON Room 360. Graduate Assistants earn a stipend and are eligible for tuition waivers. Information about GA openings is distributed to all graduate students sometime in the summer by the CON Graduate Office.

### C. ADVANCED EDUCATION NURSING TRAINEESHIPS

Federal monies for nurse traineeships may be available for full-time students. A call for applications is made early in the summer for the following fall and spring semesters and in late spring for the following summer session. Preference is given to students who are residents of federally designated Health Professional Shortage Areas (HPSAs).

### D. NURSE ANESTHETIST TRAINEESHIPS

Federal monies may be available for full-time, second-year anesthesia nursing students. A call for applications is made early in the summer for the following fall and spring semesters and in late spring for the following summer session. Preference is given to students who are residents of federally designated Health Professional Shortage Areas (HPSAs).

### E. NORTH DAKOTA BOARD OF NURSING SCHOLARSHIPS

Eligibility: Registered Nurses who are residents of North Dakota.

Application: Contact: North Dakota Board of Nursing  
919 South 7<sup>th</sup> Street, Suite 504  
Bismarck, ND 58504-5881  
701-224-2974

Deadline: All application materials must be completed and submitted by July 1<sup>st</sup>.

### F. BOARD OF HIGHER EDUCATION SCHOLARSHIPS (GRADUATE SCHOOL TUITION WAIVER)

This scholarship provides for a waiver of tuition to students commencing or continuing work toward a graduate degree and are in APPROVED status. The number available in the College of Nursing varies by academic year. Preference is given to North Dakota residents and students who have not previously held the waiver. Tuition waiver application forms are sent to graduate students via email in the summer.

### **G. THE SHARON O. LAMBETH NURSING GRADUATE STUDENT AWARD**

This award has been established in memory of Sharon O. Lambeth in recognition of her contributions during her 17 years as a faculty member in the College of Nursing. Dr. Lambeth died of breast cancer on September 14, 1994. She was well-known for her work with clients and families afflicted by Alzheimer's disease and cancer. She played a proactive role in professional organizations, especially in the area of healthcare policy.

Each year the Sharon O. Lambeth Award is presented to a graduate nursing student or students to aid in meeting the costs of conducting research. Preference will be given to graduate students conducting research and writing a thesis or dissertation on cancer, Alzheimer's disease, or healthcare policy. Scholarly achievements and potential for leadership will be considered. Students may nominate themselves by submitting a one-page application outlining their qualifications for the Award. Students may also be nominated by a faculty member in the College of Nursing. The deadline for receiving nominations is March 15. A three-member panel from the Graduate Council will select the student to receive the Award, which will be presented at the Annual Banquet.

### **H. DR. JOYCE LABORDE GRADUATE STUDENT RESEARCH AWARD**

The Dr. Joyce Laborde fund has been set aside to support graduate student research. The fund was developed in memory of Dr. Joyce Laborde in recognition of her contributions as a researcher and for the assistance she provided to graduate nursing students in preparing them to conduct nursing research. The maximum award is \$150 per student. Deadlines for submission are October 15 and March 15. A committee of three will review the proposals and make decisions regarding awards.

Requirements for the proposal: 3 to 5 pages

1. Approval of proposal by the thesis committee (copy of abstract with signatures).
2. Approval of proposal by IRB (copy of approval).
3. Description of proposed objectives.
  - Research questions
  - Data collection, include population sample, data analysis, timelines
  - Tool to be used - include reliability and validity
  - Budget Page - itemize expenditures and justification

The Grant is competitive. Please submit your proposal to the Associate Dean of Graduate Studies, College of Nursing.

## **VI. NURSING MASTER OF SCIENCE (M.S.) SPECIALIZATIONS**

### **A. MASTER OF SCIENCE OVERVIEW**

The University of North Dakota College of Nursing offers a graduate program leading to a Master of Science (M.S.) degree with a major in nursing. The graduate program is targeted to prepare clinical nurse specialists, nurse practitioners, nurse educators, and nurse administrators. The focus of the graduate nursing program is based on scientific knowledge of nursing practice and education through research.

Six fields of specialization are offered:

- Nurse Anesthesia
- Family Nurse Practitioner
- Advanced Public Health Nurse
- Psychiatric and Mental Health Nursing (CNS or NP)
- Gerontological Nursing (CNS or NP)
- Nurse Education

In selecting their area of specialization, students may complete either an independent study or a thesis as part of their Program of Study. The Nurse Anesthesia, Family Nurse Practitioner, and Psychiatric and Mental Health Nursing, Gerontological Nursing, and Advanced Public Health Nurse specializations prepare students in the functional roles of their specializations. Students in the Nurse Education specialization take education role courses and may take selected courses from the other specializations as electives.

The current curriculum sequence for each area of specialization is included in the following pages of this Handbook.

### **B. MASTER OF SCIENCE OBJECTIVES**

The overall objectives of the College of Nursing Master of Science in Nursing Program are to prepare nurses who are able to:

1. Integrate theory, research, and experiential knowledge and evidence-based practice into advanced nursing practice.
2. Demonstrate competence in advanced nursing practice consistent with applicable professional standards.
3. Practice in the development of nursing science through evidenced-based practice, research, and theory.
4. Integrate relationships between social, cultural, political, and economic issues and healthcare delivery.

Each graduate nursing specialization has additional objectives that pertain to that specific discipline. These specialization objectives are included in the following pages of this Handbook.

## **C. NURSE ANESTHESIA SPECIALIZATION**

### **Nurse Anesthesia Specialization Objectives**

The broad-based objectives of the Nurse Anesthesia Specialization are to prepare nurses who are seekers of new knowledge by means of critical thinking, creative reasoning, and scientific investigation in anesthesia nursing practice and theory; decision-makers who utilize advanced knowledge in anesthesia and ethical principles in serving the needs of individuals and society; clinical specialists with expertise and advanced knowledge in anesthesia nursing who function independently and collaboratively with other healthcare team members; leaders capable of determining strategies which stimulate change in nursing practice, the profession, and the healthcare delivery system; and effective communicators of anesthesia nursing knowledge in oral and written forms.

As such, graduates of the specialization must be able to:

1. Perform a pre-anesthetic interview and physical assessment using patient history, physical examination, review of medical records, and appropriate laboratory data.
2. Develop an appropriate anesthesia care plan consistent with the overall medical and nursing regimen and established guidelines, utilizing appropriate principles of basic and behavioral sciences in protecting patients from iatrogenic complications.
3. Administer physiologically sound anesthetics to patients of all ages and physical status categories, utilizing universal precautions and the principles of general and regional anesthesia as they apply to the diagnostic, operative, and physiologic condition of the patient.
4. Perform comprehensive and appropriate equipment checks and position or supervise positioning of patients to assure optimal physiologic function and patient safety.
5. Recognize and evaluate physiologic responses to the anesthetic, implementing appropriate action that reflects the use of sound physiologic and pharmacologic principles, referring to a physician those responses beyond the nurse anesthetist's ability to manage consistent with practice standards and policies.
6. Use and interpret a broad variety of monitoring modalities including electronic monitors, taking appropriate action based on sound principles of anesthesia management.
7. Evaluate the post-anesthetic course of the patient and recommend a course of action directed toward correcting any anesthesia-related complications.
8. Serve as a resource person, team leader, or team member in the areas of acute care, cardiopulmonary resuscitation, respiratory therapy, and fluid management and assist others to expand their knowledge in these areas.
9. Perform within the appropriate medical, legal, and ethical standards of anesthesia practice, accepting responsibility and accountability for own practice, recognizing personal and professional strengths and limitations, and taking appropriate actions consistent with valid self-awareness.
10. Demonstrate active professional commitment and involvement in the state organization for nurse anesthetists and active commitment and involvement in quality management activities.

## Nurse Anesthesia Curriculum

The course of study for the Nurse Anesthesia Specialization is 2.5 calendar years in length. Students are prepared as Certified Registered Nurse Anesthetists (CRNAs). Formal classes begin in August of each year and continue for 28 consecutive months. The program is divided into seven semesters.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N504	Advanced Pharmacology I	3
N510	Advanced Physiology/Pathophysiology I	3
N521	Foundations of Anesthesia Practice	3
N585	Advanced Health Assessment	<u>3</u>
		<b>15</b>

### SEMESTER II (Spring)

N506	Advanced Pharmacology II	3
N507	Anesthesia Seminar & Clinical Practicum I	4
N511	Advanced Physiology/Pathophysiology II	3
BIMD510	Basic Biomedical Statistics	2
Anat 591	Anatomy for Anesthetists	<u>1</u>
		<b>13</b>

### SEMESTER III (Summer)

N517	Anesthesia Seminar & Clinical Practicum II	5
N520	Professional Role Development for Nurse Anesthesia	<u>3</u>
		<b>8</b>

### SEMESTER IV (Fall)

N502	Evidence for Practice	3
N527	Anesthesia Seminar & Clinical Practicum III	5
N597	Advanced Clinical Practicum	<u>2</u>
		<b>12</b>

### SEMESTER V (Spring)

N554	Managed Advanced Nurse Practice	2
N597	Advanced Clinical Practicum	8
N997/998	Independent Study* or Thesis	<u>2</u>
		<b>12</b>

### SEMESTER VI (Summer)

N597	Advanced Clinical Practicum	<u>9</u>
		<b>9</b>

### SEMESTER VII (Fall)

N508	Nurse Anesthesia Review Course	1
N597	Advanced Clinical Practicum	<u>10</u>
		<b>11</b>

**Total Credits: 78**

\* *Non-Thesis Option*

**SUBJECT TO CHANGE**

### **Nurse Anesthesia Post-Master Certificate**

The College of Nursing's Post-Master Certificates are offered to nurses who already have a master's degree in nursing and are seeking additional career options. The Nurse Anesthesia Post-Master Certificate consists of 67-69 credits. Courses from previous master's degrees may be transferred in upon approval.

<b>Catalog#</b>	<b>Course</b>	<b>Credits</b>
N502	Evidence for Practice	(3)
N504	Advanced Pharmacology I	(3)
N506	Advanced Pharmacology II	(3)
N507	Anesthesia Seminar & Clinical Practicum I	(4)
N508	Nurse Anesthesia Review Course	(1)
N510	Advanced Physiology/Pathophysiology I	(3)
N511	Advanced Physiology/Pathophysiology II	(3)
N517	Anesthesia Seminar & Clinical Practicum II	(5)
N520	Professional Role Development for Nurse Anesthesia	(3)
N521	Foundations of Anesthesia Practice	(3)
N527	Anesthesia Seminar & Clinical Practicum III	(5)
N554	Managed Advanced Nurse Practice	(2)
N585	Advanced Health Assessment	(3)
N597	Advanced Clinical Practicum	(29)
BIMD 510	Basic Biomedical Statistics	(2)
Anat 590	Anatomy for Anesthetists	(1)

**Total Credits: 67-69**

**SUBJECT TO CHANGE**

## **D. FAMILY NURSE PRACTITIONER SPECIALIZATION**

### **Family Nurse Practitioner Specialization Competencies**

Graduates of the Family Nurse Practitioner Specialization are prepared to be:

1. Family Nurse Practitioners with expertise and advanced knowledge in the family primary care nursing who function collaboratively with clients and healthcare professionals who:
  - Assess the health status of the family and its members using appropriate theory(s), tools, and investigative measures;
  - Provide counseling, education, and other interventions for health promotion and disease prevention with families and communities;
  - Manage the primary health care of clients with common acute and emergent conditions;
  - Manage the primary health care of clients with stable chronic conditions;
  - Collaborate and consult with clients and healthcare professionals and refer appropriately;
  - Articulate the role and scope of practice of the family nurse practitioner; and
  - Recognize and communicate limitations in practice.
2. Seekers of new knowledge by means of critical thinking, creative reasoning, and scientific investigation in family primary care and theory who:
  - Analyze and apply relevant research findings in primary health care practice;
  - Develop, implement, and evaluate research-based protocols for clinical problem-solving;
  - Participate in the research process; and
  - Communicate and disseminate scientific investigative finds.
3. Leaders capable of effecting change in nursing practice, the profession, and the health care delivery system who:
  - Execute functions of leadership for promoting effective health care with clients and their families;
  - Use strategic planning in collaboration with the community to implement healthcare programs;
  - Use effective communication in the leadership role to facilitate needed change;
  - Provide leadership in professional activities at the local, state, and national levels; and
  - Participate in the legislative and policy-making activities which influence health services/practices.
4. Managers of primary healthcare services and resources with rural, underserved, and aged populations who:
  - Provide culturally-sensitive, community-oriented primary care to rural, underserved, and/or aged populations;
  - Establish priorities and allocated available resources in the delivery of cost-effective quality primary health care; and
  - Provide accessible, affordable, and acceptable primary health care.

## Family Nurse Practitioner Curriculum

The Family Nurse Practitioner (FNP) Clinical Specialization prepares the student for advanced practice in family primary care nursing. The course of study consists of 59-61 credits, including 697.5 practicum hours. Classes begin in August and continue for 5 consecutive semesters in the full-time program of study. Students may enroll on a part-time basis.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
N556	Epidemiology	3
N585	Advanced Health Assessment	<u>3</u>
		<b>12</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N523	Health Promotion	3
N526	Ethical, Legal, & Health Policy Issues	3
N532	Family Nursing	<u>3</u>
		<b>15</b>

### SEMESTER III (Summer)

N563	Education in Advanced Practice	1
N597	Advanced Clinical Practicum I	4
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>5-7</b>

### SEMESTER IV (Fall)

N534	Illness Management I	3
N535	Drug Therapy I	2
N553	Role Development of the NP	2
N597	Advanced Clinical Practicum II	5
N997/N998	Independent Study* or Thesis	<u>2</u>
		<b>14</b>

### SEMESTER V (Spring)

N536	Illness Management II	4
N539	Drug Therapy II	2
N554	Managed Advanced Nurse Practice	2
N597	Advanced Clinical Practicum III	<u>5</u>
		<b>13</b>

**Total Credits: 59-61**

\* *Non-Thesis Option*

**SUBJECT TO CHANGE**

### **Family Nurse Practitioner Post-Master Certificate**

The College of Nursing's Post-Master Certificates are offered to nurses who already have a master's degree in nursing and are seeking additional career options. The Family Nurse Practitioner Post-Master Certificate consists of 51 credits. Courses from previous master's degrees may be transferred in upon approval.

<b>Catalog#</b>	<b>Course</b>	<b>Credits</b>
N502	Evidence for Practice	(2)
N510	Advanced Physiology/Pathophysiology I	(3)
N511	Advanced Physiology/Pathophysiology II	(3)
N523	Health Promotion	(3)
N532	Family Nursing	(3)
N534	Illness Management I	(3)
N535	Drug Therapy I	(2)
N536	Illness Management II	(4)
N539	Drug Therapy II	(2)
N553	Role Development of the NP	(2)
N554	Managed Advanced Nurse Practice	(2)
N556	Epidemiology	(3)
N563	Education in Advanced Practice	(1)
N585	Advanced Health Assessment	(3)
N597	Advanced Clinical Practicum I	(4)
N597	Advanced Clinical Practicum II	(5)
N597	Advanced Clinical Practicum III	(5)

**Total Credits: 51**

**SUBJECT TO CHANGE**

## **E. ADVANCED PUBLIC HEALTH NURSE SPECIALIZATION**

### **Advanced Public Health Nurse Specialization Objectives**

Specialty objectives for the Advanced Public Health Nurse (APHN) specialization build upon the graduate nursing program objectives by expecting that the student will:

1. Integrate theories, research, and experiential knowledge into APHN practice.
2. Demonstrate advanced practice skills in the provision of population-focused care, consistent with American Nurses Association's Scope and Standards of Practice for Public Health Nursing.
3. Assume the roles and behaviors of an APHN.
4. Utilize research effectively to improve the care of populations, consistent with the APHN role.
5. Effect change in public health nursing using leadership, management, and teaching strategies.
6. Collaborate with other disciplines and partner with communities to improve health and health care and influence health policy for vulnerable rural populations.
7. Contribute to the development of public health nursing policy, nursing practice, and the profession.

## Advanced Public Health Nurse Curriculum

The Advanced Public Health Nurse (APHN) specialization educates nurse in nursing, social, and public health sciences, while emphasizing population-focused care of vulnerable populations in rural areas. Skills and knowledge for advanced practice leadership in population-focused care are accentuated. The course of study consists of 44-46 credits. Full-time study begins in fall; part-time study may begin in either fall or spring.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N502	Evidence for Practice	3
N526	Legal, Ethical, & Health Policy Issues	3
N556	Epidemiology	<u>3</u>
		<b>12</b>

### SEMESTER II (Spring)

N523	Health Promotion	3
N546	Advanced PHN I	4
N547	Advanced PHN Practicum I	4
N572	Diverse Vulnerable Populations	<u>3</u>
		<b>14</b>

### SEMESTER III (Fall)

N548	Advanced PHN II	3
N549	Advanced PHN Practicum II	3
N550	Global Public Health Issues	2
N563	Education in Advanced Practice	2
N997/N998	Independent Study* or Thesis	<u>2</u>
		<b>12</b>

### SEMESTER IV (Spring)

N554	Managed Advanced Nurse Practice	2
N592	Advanced PHN Practicum III	4
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>6-8</b>

**Total Credits: 44-46**

\* *Non-Thesis Option*

**SUBJECT TO CHANGE**

## **F. PSYCHIATRIC & MENTAL HEALTH NURSING SPECIALIZATION**

### **Psychiatric & Mental Health Nursing Specialization Objectives**

Specific objectives for the Psychiatric and Mental Health Nursing Specialization build upon graduate nursing program objectives by expecting that the student will:

1. Integrate theories, research, and experiential knowledge into advanced adult psychiatric mental health (PMH) nursing practice.
2. Demonstrate advanced practice skills in the provision of mental health care for adults consistent with ANA's Scope and Standards of Practice for the advanced practice psychiatric mental health nurse.
3. Assume the roles and behaviors of an advanced PMH nurse primary care provider using research, leadership/management, and teaching strategies.
4. Demonstrate unique roles of an advanced PMH nurse while collaborating with an interdisciplinary team.
5. Apply ethical reasoning skills and legal standards to advanced PMH nursing practice.
6. Contribute to the development of psychiatric mental health policy, nursing practice, and the profession.

## Psychiatric & Mental Health Nursing Clinical Nurse Specialist Curriculum

The Psychiatric and Mental Health (PMH) Nursing Specialization prepares the students to integrate theories, research, and experiential knowledge into advanced adult psychiatric and mental health (PMH) nursing practice. The PMH-CNS course of study consists of 57-62 credit hours which may be completed in five academic semesters of full-time study. Students may enroll on a part-time basis.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
N535	Drug Therapy I	2
N556	Epidemiology	3
N585	Advanced Health Assessment	<u>3</u>
		<b>14</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N523	Health Promotion	3
N538	Psych Diagnostic Reasoning	2
N539	Drug Therapy II	2
N564	Psychopharmacology	<u>2</u>
		<b>15</b>

### SEMESTER III (Summer)

N563	Education in Advanced Practice	2
N583	Individual Therapy	2
N584	Group & Family Therapies	<u>3</u>
		<b>7</b>

### SEMESTER IV (Fall)

N526	Ethical, Legal, & Health Policy Issues	3
N552	Role Development of the CNS	2
N588	Management of Psychopathology I	2
N597	Advanced Clinical Practicum	2-5
N997/998	Independent Study* or Thesis	<u>2</u>
		<b>11-14</b>

### SEMESTER V (Spring)

N554	Managed Advanced Nurse Practice	2
N589	Management of Psychopathology II	2
N597	Advanced Clinical Practicum	6
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>10-12</b>

**Total Credits: 57-62**

*\*Non-Thesis Option*

**SUBJECT TO CHANGE**

## Psychiatric & Mental Health Nursing Nurse Practitioner Curriculum

The Psychiatric and Mental Health (PMH) Nursing Specialization prepares the students to integrate theories, research, and experiential knowledge into advanced adult psychiatric and mental health (PMH) nursing practice. The PMH-NP course of study consists of 56-61 credit hours which may be completed in five academic semesters of full-time study. Students may enroll on a part-time basis.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
N535	Drug Therapy I	2
N585	Advanced Health Assessment	<u>3</u>
		<b>14</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N523	Health Promotion	3
N538	Psych Diagnostic Reasoning	2
N539	Drug Therapy II	2
N564	Psychopharmacology	<u>2</u>
		<b>15</b>

### SEMESTER III (Summer)

N563	Education in Advanced Practice	1
N583	Individual Therapy	2
N584	Group & Family Therapies	<u>3</u>
		<b>6</b>

### SEMESTER IV (Fall)

N526	Ethical, Legal & Health Policy Issues	3
N553	Role Development of the NP	2
N588	Management of Psychopathology I	2
N597	Advanced Clinical Practicum	2-5
N997/998	Independent Study* or Thesis	<u>2</u>
		<b>11-14</b>

### SEMESTER V (Spring)

N554	Managed Advanced Nurse Practice	2
N589	Management of Psychopathology II	2
N597	Advanced Clinical Practicum	6
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>10-12</b>

**Total Credits: 56-61**

*\*Non-Thesis Option*

**SUBJECT TO CHANGE**

### **Psychiatric & Mental Health Clinical Nurse Specialist Post-Master Certificate**

The College of Nursing's Post-Master Certificates are offered to nurses who already have a master's degree in nursing and are seeking additional career options. The Psychiatric and Mental Health Clinical Nurse Specialist Post-Master Certificate consists of 49-52 credits. Courses from previous master's degrees may be transferred in upon approval.

<b>Catalog#</b>	<b>Course</b>	<b>Credits</b>
N502	Evidence for Practice	(3)
N510	Advanced Physiology/Pathophysiology I	(3)
N511	Advanced Physiology/Pathophysiology II	(3)
N523	Health Promotion	(3)
N535	Drug Therapy I	(2)
N538	Psych Diagnostic Reasoning	(2)
N539	Drug Therapy II	(2)
N552	Role Development of the CNS	(2)
N554	Managed Advanced Nurse Practice	(2)
N556	Epidemiology	(3)
N563	Education in Advanced Practice	(2)
N564	Psychopharmacology	(2)
N583	Individual Therapy	(2)
N584	Group and Family Therapies	(3)
N585	Advanced Health Assessment	(3)
N588	Management of Psychopathology I	(2)
N589	Management of Psychopathology II	(2)
N597	Advanced Clinical Practicum	(8-11)

**Total Credits: 49-52**

**SUBJECT TO CHANGE**

### **Psychiatric & Mental Health Nurse Practitioner Post-Master Certificate**

The College of Nursing's Post-Master Certificates are offered to nurses who already have a master's degree in nursing and are seeking additional career options. The Psychiatric and Mental Health Nurse Practitioner Post-Master Certificate consists of 48-51 credits. Courses from previous master's degrees may be transferred in upon approval.

<b>Catalog#</b>	<b>Course</b>	<b>Credits</b>
N502	Evidence for Practice	(3)
N510	Advanced Physiology/Pathophysiology I	(3)
N511	Advanced Physiology/Pathophysiology II	(3)
N523	Health Promotion	(3)
N535	Drug Therapy I	(2)
N538	Psych Diagnostic Reasoning	(2)
N539	Drug Therapy II	(2)
N553	Role Development of the NP	(2)
N554	Managed Advanced Nurse Practice	(2)
N556	Epidemiology	(3)
N563	Education in Advanced Practice	(1)
N564	Psychopharmacology	(2)
N583	Individual Therapy	(2)
N584	Group and Family Therapies	(3)
N585	Advanced Health Assessment	(3)
N588	Management of Psychopathology I	(2)
N589	Management of Psychopathology II	(2)
N597	Advanced Clinical Practicum	(8-11)

**Total Credits 48-51**

**SUBJECT TO CHANGE**

## **G. GERONTOLOGICAL NURSING SPECIALIZATION**

### **Gerontological Nursing Specialization Objectives**

Specialty objectives for the Gerontological Nursing specialization build upon the graduate nursing program objectives by expecting that the student will:

1. Integrate theories, research, and experiential knowledge into advanced gerontological nursing practice.
2. Demonstrate advanced practice skills in the provision of health care for high priority older groups (minorities, underserved, indigent, or rural dwellers) within a community consistent with ANA's Scope of Standards of Practice for advance practice nurses.
3. Participate in the development of gerontological nursing as a science, through the use of theory and research.
4. Interpret relationships between social, cultural, political and economic issues, and health care delivery for older adults and their families.

## Gerontological Clinical Nurse Specialist Curriculum

The Gerontological Clinical Nurse Specialist (GCNS) Specialization educates nurses for advanced practice preparation to address the complex healthcare needs of older adults. The course of study consists of 56-58 credits, including more than 600 practicum hours. Classes begin in August and continue for five consecutive semesters in the full-time program of study. Students may enroll on a part-time basis.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
N556	Epidemiology	3
N585	Advanced Health Assessment	<u>3</u>
		<b>12</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N523	Health Promotion	3
N526	Ethical, Legal, & Health Policy Issues	<u>3</u>
		<b>12</b>

### SEMESTER III (Summer)

N528	Gerontology Nursing Problems I	3
N597	Advanced Clinical Practicum I	4
N997/N998	Independent Study* or Thesis	<u>2</u>
		<b>9</b>

### SEMESTER IV (Fall)

N529	Gerontology Nursing Problems II	3
N535	Drug Therapy I	2
N552	Role Development of the CNS	2
N563	Education in Advanced Practice	2
N597	Advanced Clinical Practicum II	<u>5</u>
		<b>14</b>

### SEMESTER V (Spring)

N539	Drug Therapy II	2
N554	Managed Advanced Nurse Practice	2
N597	Advanced Clinical Practicum III	5
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>9-11</b>

**Total Credits: 56-58**

\* *Non-Thesis Option*

**SUBJECT TO CHANGE**

## Gerontological Nurse Practitioner Curriculum

The Gerontological Nursing Practitioner (GNP) Specialization educates nurses for advanced practice preparation to address the complex health care needs of older adults. The course of study consists of 55-57 credits, including more than 600 practicum hours. Classes begin in August and continue for five consecutive semesters in the full-time program of study. Students may enroll on a part-time basis.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
N556	Epidemiology	3
N585	Advanced Health Assessment	<u>3</u>
		<b>12</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N523	Health Promotion	3
N526	Legal, Ethical, & Health Policy Issues	<u>3</u>
		<b>12</b>

### SEMESTER III (Summer)

N528	Gerontology Nursing Problems I	3
N597	Advanced Clinical Practicum I	4
N997/N998	Independent Study* or Thesis	<u>2</u>
		<b>9</b>

### SEMESTER IV (Fall)

N529	Gerontology Nursing Problems II	3
N535	Drug Therapy I	2
N553	Role Development of the NP	2
N563	Education in Advanced Practice	1
N597	Advanced Clinical Practicum II	<u>5</u>
		<b>13</b>

### SEMESTER V (Spring)

N539	Drug Therapy II	2
N554	Managed Advanced Nurse Practice	2
N597	Advanced Clinical Practicum III	5
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>9-11</b>

**Total Credits: 55-57**

\* *Non-Thesis Option*

**SUBJECT TO CHANGE**

## **H. NURSE EDUCATION SPECIALIZATION**

### **Nurse Education Specialization Objectives**

Students in the Nursing Education specialization will meet the following specialization objectives:

1. Demonstrate competence in developing, implementing, revising, and evaluating nursing curricula.
2. Understand the impact of societal and technological changes on nursing education.
3. Apply education theory, research, and experiential knowledge in nursing education settings.
4. Utilize a variety of teaching strategies appropriately when assuming the nurse educator role.
5. Analyze assessment and evaluation processes as they relate to nursing education.

## Nurse Education Curriculum

Graduates of the Nurse Education specialization will be qualified to teach in academic settings, in didactic and clinical courses, and will begin to positively impact the projected shortage of qualified faculty as well as beginning to meet the demand for additional faculty to teach in new nursing programs.

### SEMESTER I (Fall)

N500	Theories & Concepts in Nursing	3
N510	Advanced Physiology/Pathophysiology I	3
	Nursing Support Course(s)*	<u>2-3</u>
		<b>8-9</b>

### SEMESTER II (Spring)

N502	Evidence for Practice	3
N511	Advanced Physiology/Pathophysiology II	3
N526	Ethical, Legal, & Health Policy Issues	3
	Nursing Support Course(s)*	<u>2-3</u>
		<b>11-12</b>

### SEMESTER III (Summer)

N566	Curriculum Development	3
N567	Teaching Strategies	<u>3</u>
		<b>6</b>

### SEMESTER IV (Fall)

N569	Assessment & Evaluation	3
N997/N998	Independent Study** or Thesis	2
N585	Advanced Health Assessment	<u>3</u>
		<b>8</b>

### SEMESTER V (Spring)

N568	Teaching Practicum	3
N998	Thesis (if choosing thesis option)	<u>2</u>
		<b>3-5</b>

**Total Credits: 37-39**

*\*Suggested Nursing Support Courses:*

- N501 Complementary Therapies (3)
- N523 Health Promotion (3)
- N532 Family Nursing (3)
- N535 Drug Therapy I (2)
- N539 Drug Therapy II (2)
- N550 Global Public Health Issues (2)
- N556 Epidemiology (3)
- N563 Education in Advanced Practice (2)
- N572 Diverse Vulnerable Populations (3)

*\*\*Non-Thesis Option*

**SUBJECT TO CHANGE**

### **Nurse Education Post-Master Certificate**

The College of Nursing's Post-Master Certificates are offered to nurses who already have a master's degree in nursing and are seeking additional career options. The Nurse Education Post-Master Certificate consists of 23 credits. Courses from previous master's degrees may be transferred in upon approval.

<b>Catalog#</b>	<b>Course</b>	<b>Credits</b>
N502	Evidence for Practice	(3)
N510	Advanced Physiology/Pathophysiology I	(3)
N511	Advanced Physiology/Pathophysiology II	(3)
N566	Curriculum Development	(3)
N567	Teaching Strategies	(3)
N568	Teaching Practicum	(2)
N569	Assessment and Evaluation	(3)
N585	Advanced Health Assessment	(3)

**Total Credits: 23**

**SUBJECT TO CHANGE**

## **VII. DOCTOR OF PHILOSOPHY (PhD) IN NURSING**

### **A. PhD IN NURSING OVERVIEW**

The PhD program prepares nurses for research and faculty roles with a research emphasis on nursing care of vulnerable and diverse populations. The program is designed with both post-baccalaureate and post-master entry points. Nurses who have baccalaureate degrees in nursing but have master's degrees in other fields are eligible for advanced placement in the program. Nursing faculty believe that education in nursing at the doctoral level prepares advanced nurse clinicians as nurse scientists and nurse educators to discover, understand and critically evaluate the literature in nursing and related fields and to apply appropriate principles and procedures to the recognition, evaluation, interpretation, and understanding of issues and problems at the forefront of nursing knowledge.

### **B. PhD IN NURSING OBJECTIVES**

The doctoral program in nursing prepares students who are able to:

1. Synthesize and critically evaluate the literature of nursing and related fields to identify issues and critical gaps in scientific nursing knowledge.
2. Make significant original contributions to scientific nursing knowledge through the interdisciplinary and independent conduct of basic and clinical research.
3. Contribute to the development of scientific methodology for nursing research congruent with the broad concerns of the discipline (physiological, biobehavioral, spiritual, and psychosocial).
4. Complete research and direct application of findings in an environment characterized by commitment to high standards of ethical conduct, including, truth, honesty, freedom of inquiry, and intellectual autonomy.
5. Display readiness for post-doctoral study and early research program development through recognition of high achievement in research and scholarship.
6. Develop and assume roles that facilitate discovery, application, and integration of new nursing knowledge.

### **C. PhD IN NURSING CURRICULUM**

The total curriculum consists of 90 credit hours in the following categories:

#### ***Scholarly Tools (9-12 credit hours), including:***

Courses in statistics and/or qualitative analytical approaches, including at least one course in multivariate statistics.

#### ***Theory and Research (18 credit hours), including:***

Nurs 571: Theoretical Development in Nursing (3)  
Nurs 573: Research Grantmanship (3)  
Nurs 574: Quantitative Nursing Methods (3)  
Nurs 575: Qualitative Research Methods in Nursing (3)  
Nurs 590: Research Practicum (3-6)  
Theory and research electives (3)

#### ***Nursing Science (18 credit hours), including:***

Nurs 570: Epistemology and Philosophy in Nursing (3)  
Nurs 572: Diverse Vulnerable Populations (3)  
Nurs 576: Ethical and Policy Issues with Vulnerable Populations (3)  
Nursing science and practice electives (9)

#### ***Functional Component (9-12 credit hours), including:***

Nurs 566: Curriculum Development (3)  
Nurs 567: Teaching Strategies (3)  
Nurs 568: Teaching Practicum (2)  
Nurs 569: Assessment and Evaluation (3)

#### ***Dissertation (18 credit hours), including:***

Nurs 597: Dissertation Seminar (3) - taken as three 1-credit hour courses  
Nurs 999: Dissertation (15)

#### ***Elective Support (15 credit hours)***

**Note:** Applicants with earned master's degrees from accredited schools may qualify for up to 36 hours of credit toward the doctoral degree. Credit will be awarded only for courses in which a grade of B or better has been achieved.

**SUBJECT TO CHANGE**

# APPENDICES

UNIVERSITY OF NORTH DAKOTA  
COLLEGE OF NURSING

DISSERTATION PROPOSAL APPROVAL FORM

This is to confirm that the research study \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

proposed by \_\_\_\_\_, a doctoral student at the College of  
Nursing, has been **approved**. Permission is granted to conduct the study after approval by the  
appropriate Human Subjects Review Boards and with the following changes:

**GRADUATE FACULTY ADVISORY COMMITTEE:**

Chair:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Non-Nursing Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE

\_\_\_\_\_  
NON-NURSING MEMBER'S DEPARTMENT

UNIVERSITY OF NORTH DAKOTA  
COLLEGE OF NURSING

THESIS PROPOSAL APPROVAL FORM

This is to confirm that the research study \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

proposed by \_\_\_\_\_, a graduate student at the College of  
Nursing, has been **approved**. Permission is granted to conduct the study after approval by the  
appropriate Human Subjects Review Boards and with the following changes:

**GRADUATE FACULTY ADVISORY COMMITTEE:**

Chair:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE
Non-Nursing Member:	_____	_____	_____
	PRINTED NAME	SIGNATURE	DATE

\_\_\_\_\_  
NON-NURSING MEMBER'S DEPARTMENT

*Approved by the CON Graduate Council 2/04/2007*

**UNIVERSITY OF NORTH DAKOTA  
COLLEGE OF NURSING**

**SUGGESTED OUTLINE FOR THESIS PROPOSAL**

**Objectives for the Thesis Experience:**

1. To conceptualize a researchable nursing problem.
2. To design a researchable study.
3. To conduct the researchable study.
4. To produce a scholarly report about the problem studied.

See appropriate sections of the *Graduate Student Handbook* for descriptions of the procedures and forms. Definition and refinement of the research problem may be developed in N502 Evidence for Practice. The student continues work on the thesis by registering for N998 credits. A total of four thesis credits is required for graduation.

The student should prepare a thesis proposal with the help and guidance of the thesis chair, who is informed by the student regarding all aspects of thesis work and is the student's permanent advisor. The thesis proposal consists of chapters 1-3, references, and appendices. It must be typewritten and be approved initially by the chair. Following this, the approval of the remainder of the committee must be obtained. A proposal approval meeting is held with all of the committee and the student present. At this time the student's Program of Study is reviewed and approved. The outline of the thesis to be sent to the UND Graduate School is also reviewed and approved.

**CHAPTER 1: INTRODUCTION**

This chapter sets the stage for the study. It presents the rationale. It should tell the reader why it is important to do the study and what will be gained from doing this study.

**Introduction:** Identify the scope of the topic/issue. How many people are affected by it and how pervasive is it?

**Background and Significance of the Problem** (this flows from your literature review and conceptual framework):

This is a brief, concise summary of conclusions from current background information. What is the problem? (*Example: Individuals make poor decisions in the area of xxxx with the resulting damage to their health.*) What do we know about it, or not know about it? Why is it an important problem?

**Significance** includes both practical/clinical significance of the proposed study and substantive/theoretical significance. You need to answer the following questions:

- How would nursing science and practice be influenced by the study?
- Of what importance is this work?
- What will the results from this study add to the literature?

**Purpose of the Study** (in 25 words or less): The purpose specifically delimits the focus of the study. It specifies the variables to be studied—clearly, precisely, and concisely. The purpose of any study is

usually to study some small portion of the problem. Researchers often go through a grief process when they realize what a small portion of the problem they can address. (*Example: The purpose of this study is to determine if yyyy by nurses will change individual behavior zzzz and result in a lower risk of xxxxx.*)

**Conceptual/Theoretical Framework:** Briefly describe the conceptual basis for the study (one or two paragraphs based on a lengthier description in Chapter 2). The conceptual framework may be one which is tested by your study and/or it may be used to frame a solution to a problem or answer a question. The health belief model, for example, might serve as a conceptual framework for a study. Identification of a conceptual framework links your study to the larger world. A formal conceptual framework is usually not included in a qualitative proposal, although the review of literature may include reference to theoretical underpinnings. Also, the philosophical stance taken in regard to the qualitative approach should be described and rationale provided for its use.

A. **Research Questions or Hypotheses:** These flow from the purpose and the conceptual framework. The presentation of the theoretical background should lead the researcher (and the reader) logically to your statement of hypotheses or research questions. For example:

1. *Individuals who receive xxxx will engage in more behavior zzzz.*
2. *Individuals who engage in more behavior zzzz will have less yyyy.*
3. *Women who receive xxxx will exhibit more behavior change zzzz than men who receive xxxx.*

B. **Definitions:** Provide conceptual definitions of key terms in your hypotheses or research questions. For example, if you are going to measure cardiac output in senior citizens you will need to define cardiac output and senior citizen, or if you are examining the effect of exercise on mood states, then you will need to define exercise and mood states as you will use them in this study.

**Theoretical Assumptions:** These are basic principles assumed to be true without need for scientific proof. They are implicit rather than explicit. You should identify what they are, if they reflect a specific value orientation, and whether or not there are inconsistencies between assumptions. They include assumptions about your research process and intended outcomes.

## CHAPTER 2: REVIEW OF LITERATURE

The second chapter contains the review of related literature and a more complete discussion of the theoretical underpinnings of the study.

**Literature Review:** This section logically presents the reasoning upon which the proposed study is based. It provides the perspective from which the investigator views the problem. It provides the rationale or theoretical argument underpinning the study. It may blend existing theoretical traditions or may compare and contrast competing frameworks. Usually, one has an idea from clinical experience or from readings about the general issues in the topic to be studied. It is only after a complete review of literature that one can make a cogent case for why the proposed study should be done. One often learns much about how the present study should be ideally conducted from reviewing the literature.

The review of related literature should be comprehensive (not necessarily exhaustive) and provide information about what is already known about the problem and what is not known. When critiquing studies, it is useful to state the number of subjects, to describe the research design, to note whether it was a prospective or retrospective study, and, as appropriate, note relevant characteristics of the sample such as age range and gender and the region or site of the research, and whether it was a prospective or retrospective study. The reader needs to have enough information to know what the results of the study

were and how much credibility to assign these results. When several authors have studied the same topic, it is useful to discuss where they agreed, where they disagreed, and to surmise why disagreements have occurred. For example, one might have been a prospective study and the other a retrospective study in which memory was a likely factor. Finish this section with a summary of the main points gleaned from the literature, identifying shortcomings and strengths of previous work and noting linkages and gaps. Think of the various threats to internal validity and limitations in regard to generalization of results as you are reviewing studies. The review of related literature should logically lead to your proposed study.

The literature review for a qualitative study supports the study and provides the rationale for the choice of method used to study the phenomenon. In addition, it provides the historical and social context of the study.

**Conceptual/Theoretical Framework:** The description of the conceptual framework includes an in-depth description of the theoretical framework chosen for the study. The student should describe how the theory is related to this particular study through a diagram of hypothesized relationships between concepts/constructs and a description of those relationships, theoretical assumptions (statements of principles assumed to be true), conceptual definitions of key terms, and a statement of the research questions or hypotheses (see above). For a qualitative study, research questions are appropriate.

### CHAPTER 3: METHODS

This chapter describes the approach you will use to test your question(s) or hypotheses. It must be in sufficient detail that another researcher could replicate your study.

**Overall Design or Approach:** Clearly describe the type of design to be used and the rationale for its selection. Of critical importance is whether the design is consistent with the conceptualization of the study and the specific aim(s) or purpose(s).

**Sample and Sampling Procedure:** Describe the procedure for sampling in detail; label it in something approaching conventional descriptors. For example: "This is a stratified, random sample of..."; "This is a purposive sample of..." State what size sample you will use, from what population the sample will be drawn, how participants will be selected, and what the criteria are for inclusion or exclusion in the sample. Include a description of the study site as appropriate.

**Data Producing Instruments:** Identify the indicators that will be used to reflect each variable expressed in the hypotheses or research question(s). These are your operational definitions. The choice of indicators should reflect the concepts being studied and the state of knowledge and measurement regarding that particular concept or variable.

Provide estimates of validity and reliability of each instrument (or measurement method) to be used or means to determine reliability and validity of instruments if not already ascertained. (Final thesis: Note any reliability or validity results for your study.)

Describe any pilot study to be done with the measures to determine feasibility of use.

If using a mechanical instrument, describe calibration to be used to insure accurate readings.

Include copies of instruments to be used in the Appendix. (Final thesis: If you are using a copyrighted instrument, include a copy of the author's permission to use the instrument in the Appendix.)

**Data Collection:** Describe how you will gain entry into the research setting, what participants will be told, and what participants will be asked to do. Discuss how participant attrition or non-participation will be handled. Describe how data collection will proceed. Provide a schedule if appropriate.

**Protection of human subjects:** Write a short paragraph detailing the plans for protection of subjects. Describe the risks and benefits to be gained by study participants. Put your consent form in the Appendix. (Final thesis: Include a copy of the signed permission form from the University of North Dakota Institutional Review Board in the Appendix.)

**Analysis Plan:** This section presents the plan for analyzing the data.

Provide a dummy table for sample characteristics.

Statistics/analytical approach: If you have more than one research question or hypothesis, specify the intended statistics or other analytic approaches as appropriate for each question or hypothesis. Do not describe the software program to be used to analyze the data.

Qualitative study: Explain in detail the steps that will be used in analyzing the data.

Tables: Provide dummy tables (with titles, variable labels, value (cell) labels, and appropriate footnotes). If tables are inappropriate to the study purpose and methodology, outline a way of presenting your findings. Directions on how to construct and label figures, graphs, or illustrations are referred to in the *Publication Manual of the American Psychological Association*.

**Limitations:** Describe any limitations (usually ones that limit generalizability of findings) related to sampling, measurement, or data collection procedures.

## **CHAPTER 4: RESULTS (not included in initial proposal)**

**Introduction:** State the purpose of the study. Delineate what is to be covered in this chapter. Repeat the research questions/hypotheses.

**Characteristics of the Sample:** Present a table describing the characteristics of the sample. Summarize the important points in the table (do not repeat every number in the table).

**Results from Analysis of Research Questions/Hypotheses:** Present each research question/hypothesis. Note the type of analysis used. Present tables, figures, or graphs as appropriate. Describe the results. Avoid interpretation at this stage. Summarize the important findings without repeating every number in the table.

**Summary:** At the end of this chapter, briefly summarize the main findings from your study.

## **CHAPTER 5: DISCUSSION AND CONCLUSIONS (not included in proposal)**

This section of the thesis is your interpretation and analysis of the study findings as they relate to your original hypotheses or research questions and the current state of knowledge in the field (your review of literature/theoretical framework). This is the "so what?" part of the study. Often the most difficult part. BE SURE YOU ALLOW YOURSELF TIME TO DO JUSTICE TO THIS PART OF THE THESIS.

A **brief summary of the purpose, methods, and relevant findings** (a paragraph of 2-5 sentences) is often helpful to reacquaint the reader with the study.

You may organize this chapter in many ways, for example, by issues. It is also acceptable to present your discussion by research hypothesis or research question, rather than trying to deal with everything at once. Discuss consistencies and inconsistencies of findings of this study with findings of other relevant studies cited in Chapter 2, or that you might have found subsequent to writing Chapter 2, and in regard to the conceptual framework as appropriate. There should be a discussion of possible explanations for inconsistencies (different methods, study limitations, the rest of the world is wrong...). This is the chapter where you are allowed to speculate.

What special contributions has this study made to nursing in the area(s) of: theory, methodology, clinical practice, education, policy development, etc.?

And, finally, what additional research opportunities are suggested by this research?

## **REFERENCES**

You should include only items that are referred to in the body of the thesis. This is not a bibliography list, and you will probably have read far more than you cite.

## **APPENDICES**

- A: Consent form
- B: Data collection forms and instruments
- C: Draft of code book for your data (if quantifiable)
- D: Budget
- E: Time frame
- F: Whatever else appropriate: e.g., letter of consent to use forms, access to agency, etc.

Approved by CON Graduate Council: 11/5/99

**UNIVERSITY OF NORTH DAKOTA  
COLLEGE OF NURSING****NON-THESIS OPTION/INDEPENDENT STUDY**

The non-thesis option/independent study is designed to require the student to independently investigate a topic related to the major field of study. This study need not be an original contribution to knowledge but may be a presentation, analysis, and discussion of information and ideas already in the literature of the field. The requirement of the non-thesis option/independent study is to ensure that a student can investigate a topic and organize and present a scholarly report based on the investigation.

The non-thesis option/independent study can take several forms, depending on the nature of the student's inquiry. Possible forms include an action form such as developing educational materials for patients, clinicians, and students or investigating a clinical topic which has not necessarily been well described in the literature. The project could be a descriptive or qualitative inquiry. The overriding consideration is to take a topic of interest to the student and faculty member, refine the topic, and shape a modality which encourages exploration of the chosen topic and its related components.

Core courses in nursing, specifically N500 Theories and Concepts in Nursing and N502 Evidence for Practice, offer opportunities to identify concepts of interest for students. In N500, students begin by completing an in-depth analysis of a concept of interest and selecting a theoretical framework that supports the concept. In N502, students develop their thesis/non-thesis option proposals and identify a faculty member to serve as their major advisor. The student then works with the major advisor to ensure that the topic of interest has sufficient breadth and relevance to clinical practice and that the investigation has a high likelihood of scholarly contribution to peers, interested faculty, and clinical practitioners.

The non-thesis option/independent study includes the submission of a written paper. Students work with the major advisor until a scholarly paper is completed. Two copies of the final paper are then submitted to the office of the Associate Dean of Graduate Studies. The major advisor and student consult with content experts as needed. The final project is graded by the major advisor using the grading rubric as found on the following page. Following submission of the final project, students are encouraged to disseminate the findings through oral presentations, poster presentations, or published articles.

## GRADING RUBRIC FOR NON-THESIS OPTION/INDEPENDENT STUDY

The paper is graded globally, in relation to how it meets the following criteria:

1. All aspects of the problem under study are discussed and critically analyzed. See the attached guidelines for non-thesis option/independent study papers.
2. Research studies as cited are critiqued and not merely described.
3. Recommendations are made for improvement of research in the field or for improvement for the basis of practice, as appropriate.
4. The paper includes the following content areas: relevant theoretical concepts, appropriate research methods, and current and future policy issues.
5. Appropriate writing mechanisms are used, for example: clarity, cogency, conciseness, grammar, spelling, syntax, APA format, and organization.

The following criteria are used in assigning the paper grade:

1. Superior paper (A): All aspects of the problem are addressed. Although the paper may have an occasional grammatical and/or technical fault, it is well organized and presented, detailed, and generally well expressed and written. The paper displays a high level of technical competence, critical thinking, and judgment.
2. Well-developed paper (B): The paper needs further development in the area of content and may not address all aspects of the problem as completely or be as well integrated as an A paper. It may lack thorough organization and presentation of details, grammar and syntax may be problematic, or critical thinking and judgment may not be as strong. In general, the presentation is competently organized and presented.
3. Unacceptable paper (C): The paper displays one of two of the following weaknesses:
  - Portions of the paper are superficially addressed
  - Details are omitted
  - Superficial development of the topic is presented
  - The paper is poorly organized or is “sloppy” in its presentation
  - There is limited integration of content
  - More than a few grammatical and/or syntax problems are included
  - Technical errors exist within the paper
4. Failing paper (D): The paper displays serious problems in development or presentation, including three or more of the weaknesses as listed under the criteria for a C paper. Refer to the *Undergraduate and Graduate Academic Catalog*, Non-Thesis Option, Final Examination.

## **GUIDELINES FOR NON-THESIS OPTION/INDEPENDENT STUDY PAPERS**

The following is a suggested format. Consult with your major advisor regarding the format.

### **Title**

e.g., *Deep Induction: Problems in Anesthesia Nursing*

### **Introduction**

#### **Problem and Purpose**

Incorporates the significance of the issue under study to clinical practice.

e.g., The depth of induction is a common problem for new CRNA practitioners. . . .

#### **Conceptual/Theoretical Framework**

e.g., A physiological framework would be appropriate in the above titled study.

#### **Definitions**

e.g., Incidence

Stages of induction

#### **Literature review\***

e.g., Risks of shallow induction

Risks of too deep an induction

Surgical outcomes associated with induction states

Research based articles are preferred.

Consider a table(s) to display literature/research findings of relevance to the topic.

#### **Implications for Nursing**

Practice

Research

Education

#### **Recommendations for further studies or investigations needed**

#### **Summary/Conclusions**


#### **References**

20 to 30 references are suggested, with the majority in the past 5 to 10 years.

Classic, older articles may be used for the introduction of the topic.

\*An appropriate resource for this section of the project is:

Garrard, J. (1999). *Health science literature review made easy: The matrix method*. Gaithersburg, MD: Aspen Publishers.


  
**COLLEGE OF NURSING**  
**GRADUATE PROGRAM**  
**Course Approval Form**  
**N590 Directed Studies/N591 Readings in Nursing**

Student's Name: \_\_\_\_\_ Student's ID: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Catalog No. \_\_\_\_\_ Title: \_\_\_\_\_

Number of Credits: \_\_\_\_\_ Semester: \_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

**1) OBJECTIVES OF STUDY:**

**2) METHODS BY WHICH YOU WILL ACHIEVE OBJECTIVES:**

**3) OUTCOMES (examples: a paper with references, log of experiences, research instrument, or data analysis):**

Signatures:

\_\_\_\_\_  
Student                      Date

\_\_\_\_\_  
Instructor                      Date

\_\_\_\_\_  
Associate Dean for Graduate Studies      Date

**UNIVERSITY OF NORTH DAKOTA  
COLLEGE OF NURSING**

**Master's Checklist**

Upon admission to the Graduate Nursing program, completing the following tasks is required for all Master's level students during tenure with the College of Nursing (this does not include those who are in a Post-Master Certificate track). The checklist does provide a general sequence of events for master's students, but does not necessarily need to be done in order prescribed. Please note that in order to complete some items, previous items will need to have been completed. Specific instructions/details are listed for each item in the College of Nursing Graduate Student Handbook.

- \_\_\_\_\_ Receive a temporary advisor (assigned upon admission to the College of Nursing by the Associate Dean for Graduate Studies).
- \_\_\_\_\_ Submit and complete all required College of Nursing verifications and requirements (please see the College of Nursing Policies and Procedures section of the College of Nursing Handbook for a complete list of requirements). Note: some verifications and requirements are yearly and others are a one-time requirement.
- \_\_\_\_\_ Select a major (permanent) advisor – should be done within the first 12 months after admission to the College of Nursing.
- \_\_\_\_\_ File Program of Study (POS) with the College of Nursing. The CON Graduate Office will forward it to the UND Graduate School. The POS should be completed during second semester of coursework, after major advisor is chosen.
- \_\_\_\_\_ File Topic Proposal for Independent Study or Thesis with the College of Nursing, which will be forwarded to the UND Graduate School – must be filed at least one semester prior to when you wish to graduate.
- \_\_\_\_\_ Advance to Candidacy – this will occur once your POS and Topic Proposal/Proposal of Thesis have been accepted by the UND Graduate School.
- \_\_\_\_\_ Present at the UND Graduate School Scholarly Forum or other approved venue.
- \_\_\_\_\_ Apply for Graduation – upon Advancing to Candidacy, the UND Graduate School will send you an application to apply for graduation. This needs to be completed and signed by your advisor and filed with the College of Nursing and the UND Graduate School.
- \_\_\_\_\_ Submit a copy of Independent Study/Thesis to your major advisor and the College of Nursing's Graduate Office.
- \_\_\_\_\_ Advisor completes and submits "Final Report on Candidate" to the College of Nursing and the UND Graduate School.

\*\* For a complete list of date and deadlines each semester, go to the UND Graduate School's Website at: <http://www.graduateschool.und.edu/>