

# Welcome to Nursing



## **RN to BSN Nursing Program Student Handbook 2024-2025**

8/2024



# Table of Contents

Welcome from the Director of Nursing.....	2
Nursing Program Contact Information.....	3
Geneva Nursing Program.....	4
Program Mission.....	4
Philosophy and Values.....	4
Accreditation.....	5
End of Program Learning Outcomes.....	5
RN to BSN Nursing Program Academic Policies....	6
Geneva Policies and Standards of Conduct.....	6
Academic Integrity Statement.....	6
Nursing Policy on AI in Assessments.....	6
Academic Standards.....	7
Student Academic Difficulty.....	7
Academic Grievance Procedure.....	7
Nursing Program Grading Scale.....	8
Academic Success.....	9
Dual Enrollment Policies.....	10
Academic Advisor.....	11
Nursing Academic Requirements.....	11
Study Abroad Capstone Option.....	12
Nursing Academic Advising Plans.....	13
Nursing Course Requirements and Description.....	17
Frequently Asked Questions.....	19
RN to BSN Capstone Guidelines.....	21

# From the Director of Nursing

*Welcome to Geneva College's BSN Nursing Program. Your decision to embark on this journey is met with great enthusiasm as you prepare to pursue your life's calling. This program is designed to enhance your RN competencies, equipping you to drive change and make a positive impact on healthcare while also laying the groundwork for potential graduate studies.*

*Our Nursing Program has curated resources to enhance your educational journey. This handbook will guide you in utilizing available resources, with faculty and advising staff on hand to offer further support if necessary.*

*We recognize that pursuing a Bachelor of Science Degree in Nursing is a significant commitment. Geneva College is dedicated to a Christ-centered academic environment that provides a holistic education to empower students for impactful service to God and society. We trust that your experience will be personally fulfilling, professionally enriching, and intellectually stimulating.*

*As you step into this new chapter, remember that your journey will be filled with both challenges and triumphs. The rigorous curriculum is designed not only to develop your clinical skills but also to foster critical thinking, ethical decision-making, and compassionate care.*

*In addition to academic excellence, we encourage you to engage fully in the community here at Geneva College. Participate in student organizations, attend workshops and seminars, and take advantage of networking opportunities with healthcare professionals. These experiences will enrich your education and prepare you for a dynamic and evolving healthcare landscape.*

*Your peers and faculty are here to support you every step of the way. Collaborative learning and mutual respect are cornerstones of our program, ensuring that you build lasting relationships and a strong professional network. Remember, every nurse brings a unique perspective and set of skills to the table, and your contributions are invaluable.*

*We are excited to see the remarkable impact you will make in the field of nursing. Welcome to a community that values excellence, service, and faith. Together, we will strive to uphold the highest standards of nursing and make a meaningful difference in the world.*

*Best wishes for a successful and rewarding journey,  
Lynette Fair, PhD, RN, CEN, NE-BC*



Lynette Fair, PhD, RN, CNE, NE-BC  
Dir of Nursing/Department Chair/Associate Professor  
Certified Nurse Educator  
Phone: 724.847.6707  
Email: [lfair@geneva.edu](mailto:lfair@geneva.edu)  
3200 College Avenue Beaver Falls, PA 15010

# Nursing Program Contacts

## Director of Nursing

**Lynette Fair PhD, RN, CEN, NE-BC**  
Department Chair, Associate Professor  
*Certified Nurse Educator*  
3200 College Avenue  
Beaver Falls, PA 15010  
Phone: 724-847-6707  
Email: [lrfair@geneva.edu](mailto:lrfair@geneva.edu)

## Nursing Faculty

**Kendra Detwiler, MSN, BSN, RN**  
Part-time Faculty Geneva College  
3200 College Avenue  
Beaver Falls, PA 15010  
Email: [kjdetwil@geneva.edu](mailto:kjdetwil@geneva.edu)

**Rhiannon Hill, CRNP, RN**  
Part-time Faculty Geneva College  
3200 College Avenue  
Beaver Falls, PA 15010  
Email: [rmhill1@geneva.edu](mailto:rmhill1@geneva.edu)

# Geneva Nursing Program

## Mission

The mission of the Division of Nursing at Geneva College is to prepare professional nurses at a bachelor's level of practice. We view nursing as a ministry of compassionate care for the whole person, in response to God's grace. We engage students in the inherent values of altruism, autonomy, dignity, integrity, and social justice as well as nursing leadership and professional concepts. We equip students to meet the challenges of professional nursing practice, their calling, and commitment to lifelong learning.

## Philosophy and Values

The Geneva Nursing Program follows the Geneva College Foundational Concepts of Christian Education found in the College Catalog page 6. Education at Geneva College is firmly rooted in its Mission and Doctrinal Statements, Foundational Concepts of Christian Education, Aims, and Statement of Commitment. Relying on these statements as the appropriate points of departure, and acknowledging that our central interest is to understand the implications of a Christian worldview for all that we do, we desire that all students graduating from Geneva College will:

- 1) Worldview:** Students can articulate the nature, strengths and weaknesses, and uses of worldviews, can use worldview analyses critically, articulate the critical elements of an evangelical, reformed Christian worldview.
- 2) Bible knowledge and Christian life:** Students can articulate the essential Biblical truths of the Christian faith, have evaluated their own faith with respect to those truths, have considered the claims of Christ on their own life, and articulate their calling to participate biblically in relationships, family, church and vocation.
- 3) Communication:** Students communicate clearly, responsibly, and with integrity in written and oral forms, and evaluate the written, oral and artistic communications of others based on the same criteria.
- 4) Liberal Arts and Critical Thinking:** Students demonstrate value in developing the lifelong learning skills necessary to critically respond to world-shaping intellectual and artistic works and complement those skills with lifelong habits that nurture physical, mental and emotional well-being.
- 5) Cultural Engagement:** Students offer analyses of both historic and current causes and effects of contemporary cultural issues and consider active participation in civic life as shaped by principles of Biblical justice.
- 6) Professional:** Students acknowledge that all vocations are arenas for honoring God and demonstrate competency in the essential skills, literacies, data, theory, and methods of their major field to a professionally recognized standard for a graduate and sufficiently for their vocational calling.

(Adopted by the Geneva College Faculty Senate, 2010.)

# Geneva Nursing Program

## Accreditation

**Geneva College Bachelor's Degree in Nursing (RN-BSN) program is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC 20037, 202-909-2487**

CCBC holds accreditation through Accreditation Commission for Education in Nursing (ACEN) for their ADN program, located at 3343 Peachtree Road NE, Suite 850, Atlanta GA, 30326

## End of Program Learning Outcomes

The generalist nurse practices from a holistic and caring framework. Holistic nursing care is comprehensive and focuses on the mind, body, and spirit as well as emotions. The roles for the baccalaureate generalist nurse are derived from the discipline of nursing and include provider of care, designer, manager, coordinator, and member of the profession. Nursing generalist practice includes both direct and indirect care for patients, which includes individuals, families, groups, communities, and populations. Additional concepts of Essentials in professional nursing are clinical judgement, communication, compassionate care, diversity, equity, and inclusion, ethics, evidence-based practice, health policy, and social determinants of health (*American Association of Colleges of Nursing, 2008; American Association of Colleges of Nursing, 2021*).

### **Upon completion of the BSN program, graduates will:**

1. Integrate knowledge, skills, and values from the liberal arts to develop a usable understanding of cultural heritage of mankind, presented from a Christian point of view.
2. Apply leadership concepts, skills, and decision making in the provision of high-quality nursing care, healthcare team coordination, and the oversight and accountability for care delivery in a variety of settings.
3. Evaluate and utilize research findings to facilitate critical thinking, clinical reasoning and clinical judgment in Evidence-Based Practice.
4. Utilize technologies to deliver high-quality care within a variety of systems.
5. Articulate knowledge of policy, finance, and regulatory environments including local, state, national and global healthcare trends.
6. Engage in ethical reasoning and actions to provide leadership promoting advocacy, collaboration, and social justice as a socially responsible citizen.
7. Facilitate collaboration/communication within an interprofessional system to improve patient outcomes.
8. Embrace the inherent values of altruism, autonomy, dignity, integrity, and social justice through professional nursing practice.
9. Provide appropriate patient care across the lifespan in complex environments using a variety of resources.
10. Promote the image of nursing by modeling the values and articulating the knowledge, skills, and attitudes of the nursing profession.
11. Design nursing care within a Christian framework by integrating the mission and philosophy of Geneva College into individual practice.

*(Language utilizes American Association of Colleges of Nursing, Essentials of Baccalaureate Education for Professional Practice, 08 and The Essentials Core Competencies for Professional Nursing Education, 21) Revised 11/2009, Revised 8/2014, Revised 10/2018, Revised 4/2021*

# Geneva Nursing Program

## RN to BSN Nursing Program Academic Policies

### Geneva College Catalog

The Geneva College Nursing Program follows all Academic Policies as written in the Geneva College Catalog and Student Handbook. Please refer to these publications as reference.

### Standards of Conduct

All Geneva Nursing Students are to adhere to the Geneva College codes of conduct in the Geneva Student Handbook found at <https://www.geneva.edu/student-life/vp/student-handbook>

### Academic Integrity Statement

Please refer to the College Catalog for policies and procedures related to academic dishonesty.

### Nursing Department Policy on the Use of AI

It is the philosophy of the Nursing Department at Geneva to assess students on their ability to meet student outcomes such as oral and written communication. Additionally, it is imperative faculty measure the student's ability to analyze concepts, critically think, and produce original thought. Assessments such as writing assignments are used to measure these nursing outcomes.

The use of artificial intelligence writing programs are prohibited for assessments in the nursing program. Writing assignments in the nursing program are uploaded into Turnitin via eLearning or Moodle. Faculty evaluate students' work within the feedback mechanism in Turnitin. There are tools to detect the use of AI within feedback programs. It is the position of the faculty to evaluate assessments for the use of AI.

Because of the complexity of learning in AI and AI detectors it is the policy of the nursing department faculty carefully review each assessment for potential AI. If the faculty perceives there was use of AI or there is a high AI detection percentage, faculty will request the student rewrite the assessment within a designated deadline. If the student does not rewrite the assessment a zero will be assigned. Nursing faculty will review the second assessment carefully. If it is perceived that AI was utilized in the second assessment, a zero will be assigned to the assessment score.

#### **Policy Procedure:**

1. Faculty will follow up with students promptly after the first assessment submission and contact the student by email.
2. The faculty will describe the concern for the use of AI (either in reading the assessment or through AI detection percentages).
3. The faculty will designate a resubmission deadline.
4. The faculty will email the student after the resubmission confirming the date and time it was received.
5. If the original submission was turned in after the original due date/time the faculty will grade the resubmission according to the nursing late grading policy based on the first submission timeframe.
6. If the second submission was turned after the resubmission deadline designated by the faculty, then the faculty will grade the resubmission according to the late grading policy.
7. If the student does not rewrite the assessment a zero will be assigned.
8. Nursing faculty will review the second assessment carefully. If it is perceived that AI was utilized in the second assessment, a zero will be assigned to the assessment score.
9. Students should utilize the Geneva College grievance process for grades as outlined in the College Catalog.

# Geneva Nursing Program

## RN to BSN Nursing Program Academic Policies

### Academic Standards: Enrolled in the CCBC Associate Degree

All Geneva Nursing Majors must achieve a C- or better in all Associate Degree CCBC required pre-requisite courses. While in clinical, students must achieve an overall 76.0% or better in their clinical grades and successfully pass clinical practice. There is no rounding up of grade percentages. When multiple rotations occur in a semester, students must pass 2 out of 3 clinical rotations with a 76.0% or better to progress.

If a student is unable to continue in the CCBC program due to academic deficiencies, the student may have the opportunity to continue general studies and re-apply for entrance into clinical courses. Students must abide by CCBC standards for readmission to clinical courses. Students are welcome to enroll in another degree program at Geneva College if they meet academic standards. Students must complete the pre-requisite standards for clinical entrance. The Geneva student may be readmitted to the Nursing Program at Geneva after successfully completing CCBC coursework and restoring any GPA requirements.

By special permission only, the student may be approved to register for NUR 330 and NUR 350 before readmission to the Nursing program. Students will not be permitted to register for NUR 300 or NUR 301 when not enrolled in CCBC clinicals.

***Students must successfully pass their NCLEX in order to register for NUR 490.*** As each student's plan of study may be different, students should consult with the Nursing Director and Student Financial Services prior to making decisions about their degree plan.

### Student Academic Difficulty

All Nursing students must successfully pass all the courses within the degree requirements and complete the Clinical Capstone to graduate from the BSN Nursing program. The Geneva Nursing Program follows all Geneva College academic standing and continuation policies found in the College Catalog.

### Academic Grievance Procedure

The Nursing program adheres to the Academic grievance procedure as established in the Geneva College Catalog. Students are to refer to the College Catalog.

### Nursing Department Late Policy for all Nursing Courses

The Nursing late grading policy applies to written assignments, not class participation or online discussion boards. All assignment expectations and due dates are listed in the course syllabus, grading rubrics, and eLearning or Moodle platforms. Students are expected to communicate with their instructor in advance if they know they cannot submit an assignment at the expected due date.

While instructors understand emergencies happen, it is an expectation that students communicate with the professor at least 24 hours before the assignment due date as to why the assignment will be late. The instructor will then determine case-by-case if an alternative date can be assigned. It is up to the instructor's discretion as some situations could allow for a late penalty waiver.

The instructor may determine an alternative due date, but there may be a reduction in the overall grade for turning in an assignment past the original date.



# Geneva Nursing Program

## RN to BSN Nursing Program Academic Policies

### Nursing Department Late Policy for all Nursing Courses Cont.

**\*Note: Assignments scheduled as FINALS will not be accepted late past the designated time.**

**Assignments submitted late will be graded as a zero.**

All in-person classes have a scheduled last day of class and a scheduled day of finals. All coursework other than the final is due by the end of the last scheduled class. No regular coursework will be accepted late or on day of finals.

Online courses must have all assignments turned in by 11:59 PM the last day of the class which is usually a Saturday unless otherwise noted. No assignments will be graded after that time.

Students who do not turn in an assignment on time and do not communicate with their Nursing instructor will be held to a reduction in grading as follows (at the discretion of the instructor):

Timeline of Submission after Due Date	Late Penalty after Corrected Grade
Due date as assigned	None
One (1)-Three (3) days	10% reduction from total points
Four (4)-six (6) days	20% reduction from total points
>Seven (7) days	30% reduction from total points

**Penalty reductions will be from the total points of the assignment i.e.. 100-point assignment, if there is a 10% reduction, 10 points will be taken off after the instructor grades the assignment.**

**ALL ASSIGNMENTS MUST BE SUBMITTED BY MIDNIGHT OF THE LAST DAY OF CLASS TO BE CONSIDERED FOR GRADING**

Students will receive feedback on all written assignments in a timely manner (policy is within 2 weeks of submission), regardless of if turned in past the due date except if scheduled as a final.

**Policy Regarding Finals:** Assignments scheduled as FINALS will not be accepted late past the designated time. Assignments submitted late will be graded as a zero and will not receive feedback. All assignments scheduled as a final for in-person classes are due by the end of the scheduled final date and time. Example: The finals schedule states the final class day is Wednesday at 8:00 am to 9:50 am. All final assignments will be due by 9:50 am on day of finals.

**Policy Regarding Discussion Boards:** All discussion board assignments must be turned in by the times designated in the syllabus. Late posts affect the discussion for all and cannot receive full credit. Discussion board posts submitted after the end of its session will not be graded.

**Policy for In-class Discussion:** Students must be present to receive credit for in-person discussion. Only students who contact the instructor before 3pm day of class notifying them of absence will be considered for an alternative make-up written assignment. Otherwise, students will receive a zero for the class discussion.

# Geneva Nursing Program

## Academic Success

### Nursing Program Grading Scale

Geneva College Nursing program follows the Geneva College Grading scale-located in the Geneva College Catalog. All grading policies follow the College Catalog.

Geneva Grading Policy	
Percentage	Letter Grade
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
<60	F

Grade	Evaluation	Points per hour
A+	Excellent (Plus)	4.0
A	Excellent	4.0
A-	Excellent (minus)	3.7
B+	Good (plus)	3.3
B	Good	3.0
B-	Good (minus)	2.7
C+	Satisfactory (plus)	2.3
C	Satisfactory	2.0
C-	Satisfactory (minus)	1.7
D+	Poor (plus)	1.3
D	Poor	1.0
D-	Poor (minus)	.7
F	Failure (no credit)	0
IN	Incomplete	
IP	In progress	
CR	Credit (CR/NC option)	
NC	No Credit (CR/NC option)	
WX	Withdrawal before judgment could be formed	
WP	Withdrawal, passing	
WF	Withdrawal, failing	
AU	Audit (no credit)	

**\*Please note that CCBC courses will follow all CCBC grading policies. Grades will be transferred to Geneva transcripts as a letter grade only.**

#### CCBC Grading Scale –

All Nursing Courses: Theory:

92 – 100 A

83 – 91 B

76 – 82 C

60 – 74 D

Less than 60 - F

Clinical: Satisfactory or Unsatisfactory

**\*\*There will be no rounding of percentages used to determine final grades.**

A student must earn a grade of C or better in each course in the nursing program to continue in the program.

### Clinical Shifts

Some clinical sites selected by CCBC may require 1- 12 hour shift instead of 2- 6 hour shifts. This impacts second year students. When this occurs, students are required to attend the entire clinical day regardless of other activities. The students would only be required to have two days a week away from campus, not three.

# Geneva Nursing Program

## Dual Enrollment Policies

### Attendance

Geneva Nursing majors are dual enrolled at the Community College of Beaver County. Dual enrollment means Geneva students are also CCBC students and must follow the college and nursing program policies for both institutions.

While Geneva recognizes sports and extracurricular activities as excused absences- CCBC nursing program does not. Clinical orientation, NCLEX preparation, and exams are mandatory.

***Geneva Nursing students are to attend all CCBC mandatory orientation days and class days at CCBC even if Geneva is not in session. Students will not be excused from mandatory sessions at the request from students, parents or coaches.***

CCBC and Geneva institutional breaks do not always fall on the same dates. Examples are fall break, Easter, spring break, and summer. CCBC typically returns on Mondays from breaks. Geneva Nursing students must be back on campus early during these times to attend all CCBC classes or mandatory sessions. Students are not to miss classes on Mondays at CCBC.

### Early Return from Breaks

Geneva Nursing students enrolled in clinical must notify housing when they are returning to campus early from breaks. The Department Chair collects information from students by emailing students for early return dates and dorm information. The Department Chair usually sends early return lists to housing by their designated deadline. Housing uses this information to give students access to specific areas on their ID badge, such as building and dorm room access.

***It is the responsibility of the student to email all needed information to the Department Chair when requested. Dates for early return are based on the CCBC clinical needs.***

*Reminder- Alex's dining hall is not open during early returns*

### Chapel Exemptions

Geneva nursing students qualify for chapel exemption when they are scheduled to be off campus for clinicals or capstones. First year nursing students qualify for chapel exemption because the days of clinical are Monday, Wednesday, and Friday. Second year nursing students must attend chapel on Wednesday because their clinical days are Mondays, Thursday, and Friday.

### Flexible Meal Plans

Nursing students enrolled in clinicals qualify for flexible meal plans because they are off campus three days a week. The Department Chair sends a list of qualifying students to the student affairs each semester.

Flexible plans include:

- **7 Meals**- 1 meal per day, seven days a week. Example: 1 meal on Monday, 1 meal on Tuesday etc.)
- **90 Block Plan**- the student has 90 meals to be used throughout the entire semester.
- **50 with \$150 Flex**- the student has 50 meals to be used throughout the entire semester and \$150 in flex that can be used for meals or anything in the Brig or coffee shop.

# Geneva Nursing Program

## Academic Advisor

The advisors in the Nursing Program look forward to building a strong relationship with our students.

All students will meet with the Department Chair or designated advisor who should be consulted regarding questions or concerns about courses, experiences, and/or career options.

Consult with your assigned advisor to learn how best to communicate with him/her throughout the year. Some options may include

- **Open Walk-In Hours:** Walk-ins are used for quick questions and are on a first-come, first served basis. The Department Chair will notify you if/when open walk in-hours are offered.
- **Schedule an appointment:** An appointment allows time to discuss more in-depth issues such as transitioning to college, minors or certificates, academic difficulty, etc. You can schedule an in-person or phone appointment with your advisor.
- **Send an email or call your advisor directly.** This is an option if you have a quick question. Please remember that your advisor may be in meetings, working with other students, or out of the office and might not be able to respond immediately. Allow your advisor time to return your email or phone call. If you are sending multiple emails or calling frequently, it may be best to schedule an in-person appointment.
- **All Nursing Students will meet with the Department Chair or designated advisor at least once during the semester to review the nursing degree plan and scheduling of the following semester classes.** Most times these advising appointment will occur around mid-term. Nursing students will be notified when to sign up for schedule advising meetings.

## Nursing Academic Requirements

The Geneva BSN Entrance Requirements:

- Accepted into Geneva Nursing Program
- Geneva CORE Study I Requirements (56-58 credits)
- 1 semester college level General Chemistry with lab (4 credits)
- 2 semesters college level Anatomy & Physiology with lab (8 credits)
- 1 semester college level English Composition (3 credits)
- 2 semester college level Psychology (6 credits)
- 1 semester college level Pharmacology (3 credits)
- SOC 120 Society (3 credits)
- MAT 105 Elementary Statistics (3 credits) New Freshmen Fall 2020
- NUR 300 Nursing Seminar (1 credit) New Freshmen Fall 2020
- NUR 301 Nursing Seminar (1 credit) New Freshmen Fall 2020
- NUR 310 Healthcare Informatics or CCBC HSCI 203 (3 credits)
- NUR 330 Called to Care-Worldview of Nursing (3 credits)
- NUR 350 Nursing Research & Scholarship (3 credits)
- NUR 420 Contemporary Nursing-Leadership (3 credits)
- NUR 440 Population Health (3 credits)
- NUR 490 Nursing Capstone (6 credits)

# Geneva Nursing Program

Any students that have not completed the entrance requirements will be expected to complete these courses at Geneva College prior to completing the BSN degree.

BSN Nursing students will be required to successfully complete all CCBC course credits to complete the Associate Degree in Nursing and Pass the NCLEX exam. Students will not be allowed to take the NUR 490 Clinical Capstone prior to successfully graduating from Community College of Beaver County (CCBC), passing the NCLEX and achieving their RN license.

Study Abroad Capstone Option

## Study Abroad Capstone Option

Should schedules allow, nursing students have the option to choose a study abroad option to complete their NUR 490 capstone experience. This option must be identified and developed prior to Junior year at Geneva college to plan coursework accordingly. Also, students must pass their NCLEX prior to starting NUR 490 and their study abroad courses. Students will also need to fill out additional paperwork required by Geneva and apply directly to Living and Learning International. The study abroad option is in Ecuador and students are required to complete their select Geneva and Living and Learning International courses successfully to graduate. Study abroad capstone options will occur spring semester of senior year. Students are encouraged to discuss financial options with student financial services and Crossroads.

# Geneva Nursing Program

## Nursing Recommended Advising Plan

### Geneva Nursing Four Year Advising Plan Nursing (4.1.24)

Student ID:

Name:

Total Credits Completed/IP

0

Total Credits Required

123

#### Total Credits Completed

Year 1		
Fall 2024	Credits	Grade
NUR 100 Pre-Nursing Seminar	1	
BIO 120 Fundamentals of A & P 1 (Note 1,3)	4	
CHM 111 General Chemistry (Note 2)	4	
ENG 101 English Composition (Note 1)	3	
BIB 112 Biblical Introduction I	3	
PED 103 Physical Fitness	1	
Credits	16	0

Year 2		
Fall 2025	Credits	Grade
NURS 110 Nursing Foundations(Clinical) (Note 1)	9	
HSCI 202 Pharmacology - (Online)	3	
NUR 300 Nursing Seminar	1	
PSY 250 Life Span Development (Note 1)	3	
Credits	16	0

Summer		
	Credits	Grade
NURS 210 Mental & Community Health (Clinical)(Note 1)	4	
BIOL 215 Microbiology (Note 1) (7 weeks online)	4	
Credits	8	0

Year 3		
Fall 2026	Credits	Grade
NURS 220 or 230 Track (Clinical) (Note 1)	6	
NUR 240 Professional Practice I (Clinical) (Note 1)	3	
NUR 310 Health Care Informatics	3	
NUR 301 Nursing Seminar	1	
Credits	13	0

Year 4		
Fall 2027	Credits	Grade
POL 352 Great Issues in Politics	3	
NUR 350 Research & Scholarship	3	
BIB 300 Worldview	3	
SOC 120 Society	3	
Credits	12	0

Year 1		
Spring 2025	Credits	Grade
BIO 121 Fundamentals of A&P 2 (Note 1,3)	4	
HUM 103 Invitation to the Humanities (Note 1)	3	
BIB 113 Biblical Introduction II	3	
PSY 201 Intro to Psychology (Note 1,3)	3	
COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
Credits	16	0

Year 2		
Spring 2026	Credits	Grade
NURS 120 Acute & Chronic Illness(Clinical) (Note 1)	9	
MAT 105 Elementary Statistics	3	
HUM 203 Making the West	3	
Credits	15	0

Year 3		
Spring 2027	Credits	Grade
NURS 220 or 230 Track (Clinical) (Note 1)	6	
NURS 250 Professional Practice II (Clinical) (Note 1)	3	
NUR 330 Called to Care	3	
HUM 303 Perspectives	3	
Credits	15	0

Year 4		
Spring 2028	Credits	Grade
NUR 420 Contemporary Nursing	3	
NUR 440 Population Health	3	
NUR 490 Clinical Capstone	6	
Credits	12	0

#### Notes

1. Requirements that must be completed with an earned grade of C- or better
2. Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
3. Must be completed before NURS 170
4. PHI 100 or COM 101 may be used.

Courses being delivered by Community College of Beaver County (CCBC)

Geneva College Core

Geneva Nursing Major Requirements

*Italicized Courses are Required for CCBC Associate Nursing*

#### Transfer Courses

Total	0	0

# Geneva Nursing Program

## Nursing Recommended Advising Plan-Prior to Fall 2022

### Four Year Advising Plan Nursing (8.18.22)

Student ID:

Name:

Total Credits Completed/IP

0

Total Credits Required

126

#### Total Credits Completed

Year 1		
Fall	Credits	Grade
NUR 100 Pre-Nursing Seminar	1	
<i>BIO 120 Fundamentals of A &amp; P 1 (Note 1,3)</i>	4	
CHM 111 General Chemistry (Note 2)	4	
<i>ENG 101 English Composition (Note 1)</i>	3	
BIB 112 Biblical Introduction I	3	
PED 103 Physical Fitness	1	
<b>Credits</b>	<b>16</b>	<b>0</b>

Year 1		
Spring	Credits	Grade
<i>BIO 121 Fundamentals of A&amp;P 2 (Note 1,3)</i>	4	
<i>HUM 103 Invitation to the Humanities (Note 1)</i>	3	
BIB 113 Biblical Introduction II	3	
<i>PSY 201 Intro to Psychology (Note 1,3)</i>	3	
COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
<b>Credits</b>	<b>16</b>	<b>0</b>

Year 2		
Fall	Credits	Grade
<i>NURS 170 Nursing I (Clinical) (Note 1)</i>	7	
<i>BIOL 215 Microbiology (Note 1)</i>	4	
NUR 300 Nursing Seminar	1	
<i>PSY 250 Life Span Development (Note 1)</i>	3	
<b>Credits</b>	<b>15</b>	<b>0</b>

Year 2		
Spring	Credits	Grade
<i>NURS 171 Nursing II (Clinical) (Note 1)</i>	7	
NUR 310 Health Care Informatics	3	
MAT 105 Elementary Statistics	3	
HUM 203 Making the West	3	
<b>Credits</b>	<b>16</b>	<b>0</b>

Summer	Credits	Grade
<i>NURS 270 Nursing III (Note 1)</i>	4	
<i>HSCI 202 Pharmacology - (Online)</i>	3	
<b>Credits</b>	<b>7</b>	<b>0</b>

Year 3		
Fall	Credits	Grade
<i>NURS 275 Nursing IV (Clinical) (Note 1)</i>	10	
<i>CIST 100 Intro to Information Technology (Note 1)</i>	3	
<i>SOC 120 Society (Note 1)</i>	3	
NUR 301 Nursing Seminar	1	
<b>Credits</b>	<b>17</b>	<b>0</b>

Year 3		
Spring	Credits	Grade
<i>NURS 276 Nursing V (Clinical) (Note 1)</i>	10	
<i>NURS 278 Community Health Nursing (Note 1)</i>	2	
HUM 303 Perspectives	3	
<b>Credits</b>	<b>15</b>	<b>0</b>

Year 4		
Fall	Credits	Grade
<i>POL 352 Great Issues in Politics</i>	3	
NUR 330 Called to Care	3	
NUR 350 Research & Scholarship	3	
BIB 300 Worldview	3	
<b>Credits</b>	<b>12</b>	<b>0</b>

Year 4		
Spring	Credits	Grade
NUR 420 Contemporary Nursing	3	
NUR 440 Population Health	3	
NUR 490 Clinical Capstone	6	
<b>Credits</b>	<b>12</b>	<b>0</b>

#### Notes

1. Requirements that must be completed with an earned grade of C- or better
2. Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
3. Must be completed before NURS 170
4. PHI 100 or COM 101 may be used.

Courses being delivered by Community College of Beaver County (CCBC)

Geneva College Core

Geneva Nursing Major Requirements

*Italicized Courses are Required for CCBC Associate Nursing*

#### Transfer Courses

Total	0	0

# Geneva Nursing Program

## Nursing Recommended Advising Plan- Study Abroad Capstone

### Four Year Study Abroad Advising Plan Nursing (5.3.24)

Student ID:

Name:

Total Credits Completed/IP

Total Credits Required

123

#### Total Credits Completed

Year 1		
Fall	Credits	Grade
NUR 100 Pre-Nursing Seminar	1	
BIO 120 Fundamentals of A & P 1 (Note 1,3)	4	
CHM 111 General Chemistry (Note 2)	4	
ENG 101 English Composition (Note 1)	3	
BIB 112 Biblical Introduction I	3	
PED 103 Physical Fitness	1	
<b>Credits</b>	<b>16</b>	<b>0</b>

Year 2		
Fall	Credits	Grade
NURS 110 Nursing Foundations (Clinical) (Note 1)	7	
HSCI 202 Pharmacology - (Online)	3	
NUR 300 Nursing Seminar	1	
PSY 250 Life Span Development (Note 1)	3	
<b>Credits</b>	<b>14</b>	<b>0</b>

Summer	Credits	Grade
NURS 210 Mental & Community Health Clinical (Note 1)	4	
BIOL 215 Microbiology (Note 1)	4	
<b>Credits</b>	<b>8</b>	<b>0</b>

Year 3		
Fall	Credits	Grade
NURS 220 or 230 Track (Clinical) (Note 1)	6	
NURS 240 Professional Practice I	3	
NUR 310 Health Care Informatics	3	
SOC 120 Society (Note 1)	3	
NUR 301 Nursing Seminar	1	
<b>Credits</b>	<b>16</b>	<b>0</b>

Year 4		
Fall	Credits	Grade
POL 352 Great Issues in Politics	3	
NUR 350 Research & Scholarship	3	
NUR 420 Contemporary Nursing	3	
NUR 440 Population Health	3	
<b>Credits</b>	<b>12</b>	<b>0</b>

Year 1		
Spring	Credits	Grade
BIO 121 Fundamentals of A&P 2 (Note 1,3)	4	
HUM 103 Invitation to the Humanities (Note 1)	3	
BIB 113 Biblical Introduction II	3	
PSY 201 Intro to Psychology (Note 1,3)	3	
COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
<b>Credits</b>	<b>16</b>	<b>0</b>

Year 2		
Spring	Credits	Grade
NURS 120 Acute & Chronic Illness Clinical (Note 1)	9	
MAT 105 Elementary Statistics	3	
HUM 203 Making the West	3	
<b>Credits</b>	<b>15</b>	<b>0</b>

Year 3		
Spring	Credits	Grade
NURS 220 or 230 Track (Clinical) (Note 1)	6	
NURS 250 Professional Practice II	3	
NUR 330 Called to Care	3	
HUM 303 Perspectives	3	
<b>Credits</b>	<b>15</b>	<b>0</b>

Year 4		
Spring	Credits	Grade
LLT Spanish	3	
LLT 250 or 350 Ecuador History & Arts	3	
LLT Internship w/NUR 490 Clinical Capstone	6	
LLT Worldview & Global Religions (for BIB 300)	3	
<b>Credits</b>	<b>15</b>	<b>0</b>

#### Notes

- Requirements that must be completed with an earned grade of C- or better
- Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
- Must be completed before NURS 110
- PHI 100 or COM 101 may be used.

Courses being delivered by Community College of Beaver County (CCBC)

Geneva College Core

Geneva Nursing Major Requirements

*Italicized Courses are Required for CCBC Associate Nursing*



# Geneva Nursing Program

## Nursing Recommended Advising Plan- Public Health Minor

### Geneva Nursing Four Year Advising Plan with PH Minor **Even Year Start**

Student ID:			Name:		
			Total Credits Completed/IP 0		
			Total Credits Required 132		
<b>Total Credits Completed</b>					
<b>Year 1</b>					
<b>Fall</b>	<b>Credits</b>	<b>Grade</b>	<b>Year 1</b>	<b>Credits</b>	<b>Grade</b>
NUR 100 Pre-Nursing Seminar	1		<b>Spring</b>		
BIO 120 Fundamentals of A & P 1 (Note 1,3)	4		BIO 121 Fundamentals of A&P 2 (Note 1,3)	4	
CHM 111 General Chemistry (Note 2)	4		HUM 103 Invitation to the Humanities (Note 1)	3	
ENG 101 English Composition (Note 1)	3		BIB 113 Biblical Introduction II	3	
BIB 112 Biblical Introduction I	3		PSY 201 Intro to Psychology (Note 1,3)	3	
PED 103 Physical Fitness	1		COM 101 Intro COM or PHI 100 Crit Think (Note 4)	3	
<b>Credits</b>	<b>16</b>	<b>0</b>	<b>Credits</b>	<b>16</b>	<b>0</b>
<b>Year 2</b>					
<b>Fall</b>	<b>Credits</b>	<b>Grade</b>	<b>Spring</b>	<b>Credits</b>	<b>Grade</b>
NURS 110 Nursing Foundations(Clinical) (Note 1)	9		NURS 120 Acute & Chronic Illness(Clinical) (Note 1)	9	
HSCI 202 Pharmacology - (Online)	3		MAT 105 Elementary Statistics Sub SSC 349		
NUR 300 Nursing Seminar	1		HUM 203 Making the West	3	
PSY 250 Life Span Development (Note 1)	3		NUR 310 Health Care Informatics	3	
<b>Credits</b>	<b>16</b>	<b>0</b>	<b>Credits</b>	<b>15</b>	<b>0</b>
<b>Summer</b>					
	<b>Credits</b>	<b>Grade</b>			
NURS 210 Mental & Community Health (Clinical)(Note 1)	4				
BIOL 215 Microbiology (Note 1) (7 weeks online)	4				
<b>Credits</b>	<b>8</b>	<b>0</b>			
<b>Year 3</b>					
<b>Fall</b>	<b>Credits</b>	<b>Grade</b>	<b>Spring</b>	<b>Credits</b>	<b>Grade</b>
NURS 220 or 230 Track (Clinical) (Note 1)	6		NURS 220 or 230 Track (Clinical) (Note 1)	6	
NUR 240 Professional Practice I (Clinical) (Note 1)	3		NURS 250 Professional Practice II (Clinical) (Note 1)	3	
SOC 120 Society	3		HUM 303 Perspectives	3	
NUR 301 Nursing Seminar	1				
<b>Credits</b>	<b>13</b>	<b>0</b>	<b>Credits</b>	<b>12</b>	<b>0</b>
<b>Year 4</b>					
<b>Fall</b>	<b>Credits</b>	<b>Grade</b>	<b>Spring</b>	<b>Credits</b>	<b>Grade</b>
SSC 348 Methods of Social Science	3		SSC 349 Social Science Statistics	3	
NUR 330 Called to Care	3		NUR 440 Population Health	3	
NUR 350 Research & Scholarship	3		PHM III Health Services	3	
BIB 300 Worldview	3		NUR 420 Contemporary Nursing	3	
<b>Credits</b>	<b>12</b>	<b>0</b>	<b>Credits</b>	<b>12</b>	<b>0</b>
<b>Year 4.5</b>					
<b>Fall</b>	<b>Credits</b>	<b>Grade</b>			
POL 352 Great Issues in Politics	3				
PHM II Epidemiology	3				
NUR 490 Clinical Capstone	6				
<b>Credits</b>	<b>12</b>	<b>0</b>			

**Notes**

1. Requirements that must be completed with an earned grade of C- or better
2. Requires math proficiency - Chemistry 111 will be taken in Spring if Math proficiency is not achieved.
3. Must be completed before NURS 170
4. PHI 100 or COM 101 may be used.

Courses being delivered by Community College of Beaver County (CCBC)

Geneva College Core

Geneva Nursing Major Requirements

*Italicized Courses are Required for CCBC Associate Nursing*

# Geneva Nursing Program

## Nursing Course Requirements and Descriptions

**NUR 100 Pre-Nursing Seminar (1)** This course is a one-credit hour academic core course requirement for first-time freshmen nursing students during the fall semester of their first year. Geneva College helps students succeed by focusing on the characteristics responsive to transformation: promoting higher levels of academic, interpersonal, and intrapersonal performance within a college environment. To accomplish this goal, students will develop a valuable perspective of college while concurrently developing skills useful in navigating college life and preparation into the nursing field. Introduction to a career in nursing, test taking strategies, and clinical entrance exam preparation. This class is a graduation requirement for all incoming nursing freshmen, it is not required but is recommended for honors and transfer students. Fall semester. Pre-Requisite: Nursing Major

**NUR 300 Nursing Seminar (1)** This course is designed to offer students a guided opportunity to discuss and enhance the nursing student's learning. This forum will focus on relevant issues to the nursing student in practice. The seminar will serve to deepen the student's vision of the Christian Worldview in relation to secular society. Prerequisite: Nursing Major. Co requisite: Enrolled in CCBC Nursing Program. Offered Fall Semester

**NUR 301 Nursing Seminar (1)** This course is designed to enhance the nursing student's understanding of patient safety, quality improvement processes, and communication within multidisciplinary teams. This forum will focus on relevant issues to the nursing student in practice and key health care quality processes. Prerequisite: Nursing Major. Co requisite: Enrolled in CCBC Nursing Program. Offered: Fall Semester

**NUR 310 Health Care Informatics (3)** This course is designed to provide students with concepts about information technology by demonstrating skills such as basic computer literacy, acknowledging reliable internet resources and integrating patient care technologies into safe health care practice. Students considering nursing or other healthcare careers will benefit from the information provided. Equivalent to CCBC HSCI 203. Prerequisite: Enrolled in Geneva College Nursing Major.

**NUR 330 Called to Care- A Worldview of Nursing (3)** This course will seek to discuss and explain the role of a Christian nurse. This course will define nursing for today based on historically and theologically grounded understanding of the "nurse's call". A focus on the ministry of compassionate care with a holistic perspective. This course will engage the student with nursing ethics, ethical reasoning and actions, promoting advocacy, and social justice in the context of a Christian worldview. Prerequisite: Declared Geneva College Nursing Major, Offered Spring semester.

# Geneva Nursing Program

## Nursing Course Requirements and Descriptions

**NUR 350 Nursing Research and Scholarship (3)** This course is designed for the BSN student and focuses on the cognitive and professional skills of nursing research and theory. The cognitive skills emphasized include critical thinking, problem solving, research critique, and theory utilization in professional nursing practice. This course examines essential concepts, principles and techniques utilized in scientific inquiry. The research process is systematically introduced with an emphasis on its application to nursing practice. Reading and critique of current nursing research is a central activity during this course. Students are assisted in the development of a realistic research proposal. Prerequisite: Declared Geneva College Nursing Major, completed CCBC nursing program, MAT 105. Offered Fall semester.

**NUR 420 Contemporary Nursing-Leadership and Management (3)** This course will provide the student of nursing practice to understand the complex issues facing today's healthcare systems. This course will provide practical solutions for implementing strategies from direct patient care level to that of the National legislative arena with a goal of improvement of patient care, the health-care system and nursing as a profession. Looking at nursing from a historical perspective to today's trends and issues that have effect on patient care and patient outcomes. Every nurse has the necessity to lead and manage within the realm of practice. From nursing theory to roles, budget, communication, delegation, staffing, to care delivery models a deeper understanding of basic leadership and management principles will help in decision making ability for quality improvement and patient safety. Prerequisite: Declared Geneva College Nursing major, completed CCBC nursing program and successfully passed the NCLEX. Offered Spring semester.

**NUR 440 Population Health (3)** This course addresses population focused health promotion and disease and injury prevention based on determinants of local, national, and global health, including lifestyle, environmental, cultural, and genetic factors. Population Health provides students with an overview of health and wellness regarding populations. It is designed to help students understand the importance of health promotion in populations, how policy and reform impacts populations, how the use of health education and marketing improves health and wellness, and trends for the future of population health. Prerequisites: Offered: Spring semester.

**NUR 490 Nursing Clinical Capstone (6)** The Nursing Clinical Course will build upon and synthesis knowledge gained through previous learning. The student will be selecting a problem of interest and using the skills obtained in their Research course to create an evidence-based plan. Students will be working with a community, acute or abroad setting to explore their area of interest under the direction of an approved preceptor or director. As a Christian College, we believe our students come to campus with a Mission, this course can offer the Nursing Student an opportunity to travel to places in the World that are less fortunate to experience what Mission's Nursing could mean for them. Prerequisite: Declared Geneva College Nursing Major, completed CCBC nursing program, RN licensure, NUR 330 and NUR 350. Spring semester.

## Geneva BSN Frequently Asked Questions

**If I am accepted to Geneva as a Nursing Major, am I automatically accepted into CCBC Associate Degree Program?** No

Because of entrance requirements for CCBC, you must take a clinical entrance exam and pass with a 58.7% or greater to be considered for the Associate Degree Program. If you do not pass the clinical entrance exam you will not be allowed to continue as a Geneva Nursing Major.

Students must pass the entrance exam with an overall 58.7% or greater to be considered for the CCBC associate degree program.

Additionally, students must obtain a C- or better in the required CCBC nursing pre-requisite courses listed below.

**When is the Clinical Entrance Exam and how do I register?** CCBC will visit Geneva close to Midterms, Fall of Freshman Year. CCBC will give all nursing majors an application packet to complete by the end of October. A schedule for Exams 1 & 2 will be given to the nursing majors to select test dates. In the past, testing has occurred in the first week of December and around the third week of January. Nursing majors can choose to test twice and CCBC will take the highest test score out of the two.

**How do I purchase textbooks for my CCBC classes?**

Nursing Clinical Textbooks are offered through the Geneva Bookstore using the Slingshot program. Nursing Clinical books will be listed under the course in myGeneva indicating the mandatory course materials. Using the Slingshot program benefits students with less out of pocket costs.

**Uniforms and other clinical requirements such as totes can be found at**

<https://ccbc.bnccollege.com/shop/ccbc/page/find-textbooks>

**What is Required for the CCBC Summer Session?** Students will have a mandatory summer session for CCBC clinicals and coursework. This session occurs between the first and second clinical years. Typical credits for the summer session is approximately 8 credits but is subject to change. The summer session includes a 10-week clinical distance learning course and a 10-week microbiology course.

**How do I pay for the Summer Session?** Summer session tuition is not included in your spring semester financial aid. Summer courses are extra. You are responsible for Summer fees. Please refer to the Geneva Tuition and Fees webpage for all current summer tuition and housing costs.

<https://www.geneva.edu/student-financial-services/tuition-costs-billing/tuition-costs>

Taking 8 credits in the summer session allows students the option of applying for private student loans to cover the summer costs. Please contact student financial services to discuss loan processes.

**How do I complete Chapel credits while I am in clinicals?** Nursing students apply for Chapel exemption during the semesters they are enrolled in clinical courses that are scheduled on Wednesdays (typically first year clinical). Students are not penalized or required to make up Chapel attendance.

# FAQs

## CCBC Clinical Specific Frequently Asked Questions

**Can I ask to be placed in clinicals and classes with my friends?** It is not recommended to ask for special arrangements regarding what clinical setting or class because of wanting to be placed with friends. CCBC arranges the clinical cohorts according to their partnership capabilities and staffing. Geneva students are CCBC students and are expected integrate with others. Geneva students are required to follow CCBC guidelines

**When are my physical forms, titer results, clearances due?** Before the start of Fall classes. Turn copies into CCBC. CCBC uses Castlebranch. Please follow their policies. All students in clinical must attend clinical orientation at CCBC before the start of the semester.

**CCBC has classes when Geneva does not. Can I move onto campus early?** Yes for fall semester How do I arrange for that? The Department Chair will ask for early housing information throughout the year to forward to housing. You can contact Bridget Hinzman at [bhinzman@Geneva.edu](mailto:bhinzman@Geneva.edu) to make special arrangements.

**Do I need a vehicle?** Yes, for clinicals, you will need a vehicle.

**Where can I eat on CCBC's campus?** CCBC has a full cafeteria to purchase breakfast and lunch. You may also pack a meal and store it in a designated refrigerator. Foods must be labeled and taken out at the end of each day. Refrigerators are cleaned out nightly. All left over food will be removed.

**Will I be reimbursed for gas?** No, students are responsible for gas and transportation. Some students ride-share but you are not guaranteed to be assigned with the same students each semester.

# Senior Capstone

## RN to BSN Program Clinical Capstone Requirements

### Clinical Capstone Guidelines

The capstone will include an experiential learning opportunity that will be guided by a preceptor in your area of interest and will help you to gain experience in various nursing roles within the healthcare environment. In collaboration with your preceptor, you should select a project or learning experience which will help you become more proficient in the area of interest.

The capstone experience requires ***126 clock hours (average 9 hours/week)***. You are responsible for selecting an appropriate agency and a preceptor and ensuring that the agreements are signed and sent to the Capstone Coordinator (Nursing Department Chair). The selection and contract must be approved by the Capstone Coordinator. You will not be eligible to enroll in the Capstone course until the required documentation is submitted.

#### Examples of Capstone Experiences sites:

- Colleges and Universities
- Hospitals
- Schools
- Home health facilities
- Healthcare clinics
- Hospice
- Extended care facilities
- Health departments

#### Student Responsibilities:

1. ***Submit a copy of your nursing license to the Capstone Coordinator (Department Chair)***. If your state no longer issues paper licenses, simply go to your state board of nursing's website and verify your license. You can then save a copy and fax or email it to the Capstone Coordinator.
2. Some facilities require students to provide proof of their own liability insurance. **ONLY** students completing capstone at these facilities must purchase professional liability insurance. You can purchase insurance through the provider of your choice, or you can purchase it through [www.nso.com](http://www.nso.com). Amount of coverage should be based on the requirements of your facility. Submit a copy of your certificate of insurance if necessary, to the Capstone Coordinator.
3. BSN Nursing Majors:
  - Complete all the clearances required when accepted to CCBC.
  - Students can produce their background clearances if required by their capstone site protocols because this is considered a shadowing experience, not direct clinical care.
  - If disruption in schooling, out of the nursing program for longer than 1 semester, background checks will have to be completed again
4. Ensure that your agency/preceptor submits documents to the Capstone Coordinator. These documents include:
  - Clinical site affiliation agreement (found in facility packet)
  - Preceptor Agreement Form (found in facility packet)
  - Preceptor résumé or Curriculum Vitae, (Showing Masters Prepared Nurse)
  - Verification of preceptor's nursing license

# Senior Capstone

## RN to BSN Program Clinical Capstone Requirements

### Clinical Capstone Facility Agreement

#### Agency Responsibility:

In order for you to complete your capstone with a facility, there must be a legal agreement between Geneva College and the agency that enables you to complete your capstone experience at that particular facility. The Agency Affiliation Agreement Form is to be signed by the appointed staff member of the agency where you will complete your capstone experience. Please check with the nursing education department at your facility to verify the appropriate individual to sign this agreement. It is your responsibility to have this agreement signed prior to the start of the capstone course. You will not be able to start your capstone experience without all forms being complete.

- Once the Affiliation Agreement (found in facility information packet) has been signed by the facility, return it via email to Lynette Fair, Department Chair, Capstone Coordinator [lrfair@geneva.edu](mailto:lrfair@geneva.edu)

If the agency has any questions or desires to use a different affiliation agreement, please have them contact Lynette Fair, [lrfair@geneva.edu](mailto:lrfair@geneva.edu) or 724-847-6707.

### Criteria for Selection of a Preceptor

Geneva prefers that you do your capstone outside of your workplace. Students are to select an agency that will help expand knowledge in the bachelor's prepared nursing role after graduation. Students may, with approval of the Capstone Coordinator, complete their capstone experience where they work, provided it: (1) is done outside of the normal working hours, (2) is different than the regular work setting(s), and (3) does not involve their immediate supervisor.

When approaching a facility to request a capstone placement, it is advised that you first contact someone in the Nursing Education Department or ask to speak to the individual who coordinates student clinical experiences. These individuals will be able to guide you through the processes at that facility to secure your capstone placement and will help to ensure that all forms are completed and signed by the appropriate individuals. If your chosen facility does not have a nursing education department or a student clinical coordinator, please ask your chosen preceptor or another individual in that facility who the appropriate person would be to assist you in capstone placement.

#### Qualifications for Preceptor

- Minimum of a Master's degree in nursing
- Has the time and desire to mentor you
- Employed for a least one year in an accredited/certified agency with an affiliation agreement (or willing to sign an agreement) with Geneva College
- Agrees to precept only one student per term
- Agrees to fulfill responsibilities assigned to preceptor

# Senior Capstone

## RN to BSN Program Clinical Capstone Requirements

### Forms to be Completed by Preceptor

- Sign the preceptor agreement form and return via email to Lynette Fair, [lrfair@geneva.edu](mailto:lrfair@geneva.edu)
- Email [lrfair@geneva.edu](mailto:lrfair@geneva.edu) RN license or license verification and current CV/Résumé
- Complete student evaluation (at the end of capstone) and return it to the student to submit to the capstone course faculty.
- Verify time tracking form (at the end of capstone) and submit it to the capstone course faculty.

### Role of Geneva's Capstone Coordinator

- Provide the materials to help prepare you for the capstone experience
- Serve as a resource for facilities that have questions regarding Geneva requirements or the affiliation agreement
- Serve as a resource for preceptors who have questions regarding capstone requirements
- Verify all documents submitted prior to capstone
- Provide support and assistance in rare situations in which students are unable to locate their own clinical site and/or preceptor
- Verify documents submitted during the capstone experience