

Professional Requirements and Standards

POLICY TITLE: PROFESSIONAL PROGRAM REQUIREMENTS

Date of Origin (if available):

Date(s) of Revision: May 21, 2008; September 26, 2011; May 13, 2013; January 7, 2014; August 16, 2017, December 12, 2022, August 14, 2025

Faculty Sponsor(s): Lori Holt, Chad Sekutera, Evonne Young

Undergraduate Department Approval Date(s): December 13, 2011; May 13, 2013; January 13, 2014; October 9, 2017; January 10, 2023

Policy:

In order to be enrolled in the Johnson Beth-El Undergraduate Nursing professional courses, students must demonstrate compliance with the professional program requirements according to the time frames and specifications stated below.

The following requirements must be completed, and the appropriate documentation uploaded into MyClinicalExchange and approved by the published due date each semester. All documentation must be current and may not expire during the semester. Failure to meet any requirements or deadlines will result in being administratively dropped from the course with the opportunity to re-enroll if requirements/deadlines are met by a specified date. Failure to meet this extended deadline will result in not being able to re-enroll in the course with no guarantee of progression in the program with the next cohort.

Upon completion of requirements, a [Professional Improvement Contract-Professional Behavior \(PIC-PB\)](#) will be initiated by the Undergraduate Clinical Placement Coordinator.

Background Check

A criminal background check is required of all students (see [Background Check Policy](#)).

Drug Testing

Drug testing must be completed by students as specified per BSN Option in the [Student Drug Testing Policy](#).

Health Insurance

Students must provide documentation of current healthcare insurance.

Cardiopulmonary Resuscitation

Students must provide documentation of current American Heart Association Basic Life Support **Healthcare Provider** CPR with the demonstration portion taken in a classroom (not online) setting. Students are responsible for locating all training and renewal classes. If CPR certification expires during a clinical course, then it must be renewed prior to the beginning of the course.

Tuberculosis Screening

1. Baseline testing
 - a. All new nursing students will complete baseline testing for *Mycobacterium tuberculosis* infection.
 - b. Baseline testing consists of **one** of the followings:
 - i. A two-step tuberculin skin test (TST),
 - ii. A single Blood Assay for *Mycobacterium tuberculosis* (BAMT), or
 - iii. Documentation of previous positive testing for tuberculosis
2. **Two-step TST:** The two-step TST consists of an initial TST, read 48 – 72 hours after placement, with results recorded in mm of induration. A second TST is then placed one to three weeks after the initial test and read 48 – 72 hours after placement. Documentation of a negative TST within the previous 12 months can be substituted for the initial TST. The second TST is not placed, if the first TST is positive. [Two-Step TB Test Form](#)
3. **BAMT:** Blood assays for *Mycobacterium tuberculosis* used in the United States are the QuantiFERON®-TB Gold In-Tube test and the T-SPOT®. TB test. A single BAMT is sufficient for baseline testing. BAMT's are helpful in persons' who have received BCG (bacille Calmette-Guérin) vaccine, as BCG does not cause a false-positive BAMT.
4. **Documentation of previous positive: Students** who provide documentation of a previously positive TST or BAMT or documentation of completed treatment for latent tuberculosis infection or tuberculosis disease do not need to undergo further baseline testing for tuberculosis. Students who have received BCG vaccine and have a history of a positive TST may wish to consider having a BAMT.
5. **Positive Tests** Any student who has a positive (current or previous) TST or BAMT must complete a symptom screen (Attachment A) and be evaluated by a primary care provider to rule out active tuberculosis disease (Attachment B).
6. **Serial Follow-up Testing**
 - a. Students with negative baseline testing must have a single TST or BAMT every year to rule out tuberculosis infection. Students who have positive follow-up testing must be evaluated as above.
 - b. Students with previous positive tests must complete a symptom screen every year (Attachment A). Students with symptoms consistent with tuberculosis must be evaluated by a health care provider and provide documentation of the evaluation.

Immunizations

Introduction: Students must provide a legible copy of the Certificate of Immunization or approved alternate documentation of immunizations from a health care provider. To come into compliance with immunization requirements, students may be assessed a charge. All students are encouraged to remain up-to-date on immunizations as recommended by the Centers for Disease Control and [Advisory Committee on Immunization Practices](#). The Certificate must be completed by a health care provider, which meets the following requirements:

1. **Measles, Mumps and Rubella:** 2 (two) MMR's (or written evidence of laboratory tests showing positive titers of all three immunities: measles, mumps and rubella).
2. **TDAP**

- a. **Tetanus:** Documentation of a tetanus containing vaccine every 10 years (for example: Td, Tdap). DT and DTaP are not recommended for adults but still meet the requirement for a tetanus containing vaccine.
 - b. **Pertussis:** Documentation of one pertussis containing vaccine as an adult (age 19+).
3. **Hepatitis B series.** Second and third of three vaccines (includes the one dose prior to registration) of three dose series OR first and second vaccines of two dose series AND Evidence of serologic immunity; must submit copy of result.
4. **Varicella.** Documented history of a two-injection varicella immunization series OR a documented positive titer; must submit copy of result.
5. **Influenza (Flu) immunization.** Annual vaccine. Verification of Influenza Immunization Form
6. Students must upload records of the above into MyClinicalExchange in a timely manner to allow for review and approval by the published due date.
7. Students who do not meet published due dates for having immunization documentation submitted and approved in a timely manner may be administratively dropped from courses and will be placed on a **Performance Improvement Contract (PIC)**.

Procedure: The student will provide documentation as instructed by policy. The management of immunization requirements and compliance will be carried out by the Nursing Department Academic Services Professional and the Undergraduate Clinical Placement Coordinator.

Students in clinical and community settings throughout the duration of the program are responsible for complying with all of the immunization requirements set forth by individual clinical sites (including additional immunizations not required by UCCS such as COVID-19), and supplying (if requested) to the affiliated health care facility any records for physical examinations, immunization status, and other medical tests and any other forms of required documentation (related to, for instance, Occupational Health and Safety Administration, Health Insurance Portability and Accountability Act, and The Joint Commission requirements). Students who do not comply with immunization requirements described in this policy may not be allowed to progress in the program and/or be assigned a clinical placement until requirements are met.

Students who wish to file a medical exemption to immunization requirements will need to meet with [Office of Disability Services](#). Students who wish to file a religious exemption to immunization requirements will need to contact the [Dean of Students](#). The Dean of Students can approve religious accommodation in the form of an immunization exemption for UCCS only. Students will need to follow any exemption procedure for individual clinical sites. The Department of Nursing cannot guarantee clinical placement without following immunization requirements and this may impact the student's ability to find clinical placement.

Rationale: In order to provide a safe environment for students, faculty, the community, and patients/clients, students must meet the minimum requirements of the nursing discipline for safety and the prevention of transmission of communicable diseases.

POLICY TITLE: STANDARDS OF PROFESSIONAL BEHAVIOR

Date of Origin (if available): May 11, 2015, Date(s) of Revision: January 10, 2023, August 14, 2025

Faculty Sponsor(s): Lori Holt, Evonne Young, Chad Sekutera

Nursing Department Approval Date(s): January 10, 2023

Policy: All nursing students are expected to conduct themselves in a legal, ethical, and appropriate manner during all phases of their education. It is encouraged that the Dean of Students be consulted for any questionable behavior.

Students must possess, attest and apply a working knowledge of the following established policies and resources:

- [UCCS Student Code of Conduct](#)
- [American Nurses Association \(ANA\) Code of Ethics for Nurses \(2015\)](#)
- [ANA Scope and Standards of Practice](#)
- [AACN The Essentials: Core Competencies for Professional Nursing Education \(2021\)](#)
- Policies contained in the Undergraduate Student Nursing Handbook
- Community clinical agency policies

Additional Professional Behaviors Required by Nursing Students

1. Provide care to patients/clients without discriminating, based race, creed, color, sex, age, national origin, sexual orientation or disability. [UCCS Discrimination and Harassment Policy](#)
2. Punctuality for clinicals and simulation labs. Tardiness is defined as any time past the scheduled clinical/lab start time.
3. Regularly reviews and responds to email and other communications from faculty and college staff.
4. Completion of assignments as reflected in course syllabus.

Unprofessional Behaviors of Nursing Students

Performance Improvement Contracts-Professional Behavior (PIC-PB) will be tracked by the respective option coordinators and will remain a part of the student's record throughout the nursing program. An accumulation of three (3) PICs, or a particularly severe breach of clinical expectations will result in a full review of the student's record and presented to the Option Coordinator.

The following represent examples of but not limited to, unethical or inappropriate professional behavior:

Note: Clinical and Academic headers are removed.

1. Breach of patient or facility confidentiality (to include but not limited to photos, video, digital, verbal discourse. Refer to facility orientation documents.
2. Failure to comply with clinical partner site requirements and associated deadlines.
3. Failure to comply with policies in the Undergraduate Student Nursing Handbook.
4. Conduct that violates the [UCCS Student Code of Conduct](#) policy.
5. Dress code violations.
6. Lack of clinical preparedness including completion of clinical assignments.
7. Leaving the clinical site without permission.
8. Tardy or unexcused absence.
9. Failure to maintain clinical agencies IT network policies.

10. Intoxication or being under the influence of drugs or alcohol in a classroom ([UCCS Student Code of Conduct](#)) or clinical setting (follow community partner policies).
11. Any violation of UCCS Academic Ethics Policy.
12. Any violation of JBE undergraduate nursing academic ethics policy. [UCCS Academic Ethics Code](#).
13. Failure to meet standards of the [Professional Program Requirements policy](#).

Consequences of such behavior:

1. If occurring prior to the start of class:
 - a. Administrative withdrawal from course with opportunity to re-enroll if requirements are met by the specified date.
 - b. Implementing a PIC-PB
2. If occurring after class has begun:
 - a. Ranges from removal from the clinical site/Classroom to dismissal from the Undergraduate Nursing Program.
 - b. Implementing a PIC-PB.

Performance Improvement Contract-Professional Behavior (PIC-PB)

- Implemented by Faculty or Coordinators with the support of clinical lecturers.
 - Faculty will utilize the PIC-PB for failure to maintain professional behaviors.
 - Coordinators will fill out PIC-PB for failure to comply with myClinicalExchange deadlines/delinquencies.
 - If the expected date of completion of the PIC-PB is beyond the duration of the course, the management of the PIC-PB will be accomplished by the option coordinator.
1. Procedure for placing a student on a Performance Improvement Contract-PB:
 - a. Concerns about a student's behavior identified above may be raised by faculty, clinical faculty, clinical site staff, or student peers and brought to the course lead faculty.
 - b. Lead faculty initiates investigation:
 - i. Gathers objective/supportive documentation.
 - ii. Meets with and documents student's perspective.
 - iii. Informs Option Coordinator when PIC-PB is initiated.
 - iv. Dean of Students will be consulted for any potential violation of Code of Conduct/Ethics policies.
 - c. Lead Faculty decides to implement or not implement a [Performance Improvement Contract](#)
 - d. PIC-PB will be forwarded to the Option Coordinator upon completion and placed in the student's file.
 2. Lead faculty will consult with the Option Coordinator, to determine the need for a formal review. Concerns for a formal review may include:
 - a. The extent to which continued enrollment places unreasonable or excessive demands upon other students, faculty, and clinical sites.
 - b. Any student action that placed the client, self or others in immediate danger
 3. The Formal Review Process:
 - a. The Option Coordinator will present documentation to the A&P Committee.

- b. The student will be informed of the A&P committee decision in writing within 10 business days. Notifications will be sent to: Lead/Course faculty, the Option Coordinator, Nursing Chair, Associate Dean and Dean of the College.
- c. Appeals: The decision by the Admissions and Progressions Committee may be appealed by the student within 10 business days to the Department Chair according to the Dismissal from the Undergraduate Nursing Program policy.

Rationale: The Johnson/Beth-El Standards of Professional Behavior Policy reflects the philosophy of the Department of Nursing and the profession of nursing which require ethical, legal and professional behaviors that affect integrity in the field of practice.

Click here for [Performance Improvement Contract – Professional Behavior Form](#)