## Program Name

## PRACTICAL NURSE PROGRAM

## Systemic Plan of Evaluation (SPE)

(A continuing document)

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
	LEGEND PA= PROGRAM ADMINISTRATOR FAC= FACULTY TA=TEACHING ASSISTANT ST= STUDENT(S) CA= CONTROLLING AGENCY				Directions: This column will be filled in if changes occur related to results of program evaluations. Otherwise, this column may not be applicable (N/A) if a change does not occur
Program organization and administration as set forth in rule 4723-5-09 OAC					
(1)The relationship of the program to the controlling agency; and (2) The lines of authority, responsibility, and channels of communication within the program that provides for:	Program Administrator (PA)	Review controlling agency and program organizational charts for accuracy	Yearly/as needed		
(a) Faculty and student involvement in determining academic and program policies and procedures, curriculum planning, and evaluation; and	PA	Faculty will attend meetings to discuss academic and program policies and make changes. Student representatives attend meetings and students evaluate courses/faculty.	Yearly/as needed		
(b)Faculty involvement in the implementation of academic and program policies and procedures.	PA	Faculty will attend meetings and are provided handbooks for revisions.	Yearly/as needed		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(B) The program shall be administered by a registered nurse administrator who meets the qualifications set forth in rule 4723-5-11 of the Administrative Code for a practical nursing education program. The program administrator shall have the authority, accountability, and responsibility for all aspects of the program including but not limited to:	PA	Reviews Chapter 5 OBN Rules to understand authority, accountability, and responsibility for all aspects of the program	When hired and each year as necessary		
(1) Providing input into the budget process;	Involved: PA/FAC/TA	Meeting to review budget yearly with faculty/TA request supply/equipment needs.	On-going as need arises		
(2)Maintaining communication with central administration and other units of the controlling agency, faculty, students, clinical agencies, and the board;	PA	Scheduled meetings with directors, faculty, students, and clinical agency. Email and postal mail with OBN	As needed		
(3) Ensuring regular meetings of the faculty to facilitate communication and faculty participation in planning, implementing, and evaluating the	PA	Meetings are held as needed.	As needed,		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
curriculum;  (4) Implementing an orientation process for new faculty;	PA	Each new employee completes an orientation process that is documented on an orientation form.	As needed for new hires		
(5) Recommending faculty for appointment, promotion, tenure or retention, and termination;	PA	At hire, when open positions become available. Termination consistent poor evaluations. No tenure.	As needed.		
(6) Facilitating faculty development, including enhancing educational competencies;	PA	In-services LPNAO meetings, tuition reimbursement for college course work to advance degrees	Yearly and as needed		
(7) Establishing the faculty or teaching assistant to student ratio for direct patient care experiences at a ratio of ten students to one faculty or TA, or a smaller ratio in clinical settings where necessary to ensure the safe delivery of nursing care by students, faculty, and teaching	PA/Faculty	Schedules are developed that shows no more than 10 student ratio to one instructor in the clinical setting.	At the beginning of each term and as needed		
assistants;  (8) Ensuring a written policy related to the evaluation of					

YEAR and continuing	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE SYSTEMATICALLY	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED & DOCUMENTED	CHANGE PROGAM R/T
EVALUATED					RESULTS
faculty, teaching assistants and preceptors is implemented;	PA/Admin		Yearly		
(9) Certifying to the board, in a format prescribed by the board, for each student who is an applicant for licensure in Ohio		Utilize the certificate of			
that each applicant successfully completed the requirements of a program and the date the applicant completed the program requirements;	PA	completion as prescribed on the OBN website. Verify each graduates grades academically and clinically prior to sending to OBN with Admin Assistant	At time of graduates' completion of program		
(10) Submitting to the board a corrective action plan any time the program administrator submits one or more erroneous certifications of program completion to the board;	PA	Corrective action plan would be: have two individuals verify certificate prior to submission.	N/A At time of occurrence if applicable	N/A at this time there has not been erroneous certificates sent to OBN	
(11) Verifying that each nurse teaching a course in the program holds a current, valid license; and	PA	Verification using the OBN website will be done at hire and at each renewal period	At hire and renewal	See individual employee file for licensure verification	
(12) Maintaining resources, including but not limited to classroom and skills laboratory equipment and supplies necessary for students to successfully complete the program.	PA	prior to teaching a course.	period		
(C) If a program has more than one location and all sections of					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
this part of the <i>rule</i> .	PA				
(D) The controlling agency shall ensure continuity of the administrative responsibilities for the program as follows:	Controlling Agency Administration (CA)	Response begins below	See below	See below	See below
(1) If the program administrator vacates the position the controlling agency shall:	CA	CA representative will send	As needed		
(a) Notify the board, in writing, no later than forty-five days		notification to OBN			
following the date of the vacancy; and	CA	CA aware of the Rule and the qualifications required to fill	As needed		
(b) Within forty-five days of the date of vacancy, designate a		the position			
registered nurse to replace the program administrator or serve as an interim program administrator.	CA	CA aware of the Rule and the qualifications required to fill the position	As needed		
(2) If the program administrator is absent for more than thirty consecutive business days, the					
controlling agency shall:	CA	CA aware of the Rule and will send notification to OBN	As needed		
(a) Notify the board, in writing, of the absence, no later than					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
forty-five days after the thirtieth consecutive business date of absence; and	CA	CA is aware of the Rule and the qualifications required to fill the position	As needed		
(b) Within forty-five days, following the thirtieth consecutive business date of absence, designate a registered nurse to replace the program administrator or serve as an interim program administrator.	CA				
(3) For purposes of this rule an interim program administrator must be a registered nurse, who assumes the administrative responsibilities of the program administrator on a temporary basis, and meets all of the following requirements:	CA				
(a) Meets the requirements of an associate administrator in rule 4723-5-11 of the Administrative Code for a practical nursing education program;	CA				
(b) Meets the requirements of rule 4723-5-11 of the Administrative Code for a practical nursing education program, except that, for a period not to exceed one year	CA				

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
from the date the administrator vacates or was absent from the position, an individual with a bachelor of science in nursing degree may serve as an interim program administrator; (c) Provide official transcripts verifying academic preparation that satisfies the requirements of rule 4723-5-11 of the Administrative Code for a practical nursing education program; and (d) Have been a faculty member with the program for a minimum of one year.  (4) When the controlling agency appoints a new program		Latter of Notification			
administrator, the controlling agency shall notify the board, in writing, within forty-five days of the effective date of the appointment and provide the name and resume of the new program administrator. The controlling agency shall attest in its written notification to the board that the new program administrator:	CA	Letter of Notification sent to the OBN within the timeframe	As needed		
(a) Meets the requirements for a program administrator set forth in rule 4723-5-11 of the Administrative Code for a practical nursing education	CA/PA				

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
program;  (b) Has provided the controlling agency official transcripts verifying academic preparation that satisfies the requirements of rule 4723-5-11 of the Administrative Code for a practical nursing education program.	CA/PA	The program administrator will have official transcripts filed in the administrative center	On or before hire date		
Qualifications of administrators, faculty, teaching assistants and preceptors for a practical nursing program set forth in rule 4723-5-11 OAC					
(A) The minimum qualifications and academic preparation for administrator, faculty, teaching assistant and preceptor appointments for a practical nursing education program are as follows:					
<ul><li>(1) For an administrator of a program:</li><li>(a) Completion of an approved</li></ul>	CA/PA				
registered nursing education program in a jurisdiction as		Official transcript is required			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
defined in paragraph (P) of rule 4723-5-01 of the Administrative Code;	CA/PA	to be on file	On or before hire date		
(b) At least five years of experience in the practice of nursing as a registered nurse, two of which have been as a faculty member of a registered or practical nursing education program;	CA/PA	Verified via Resume	On or before hire date		
(c) A master's degree;  (i) If the individual does not possess a bachelor of science in nursing degree, the master's or other academic degree, including, but not limited to a Ph.D., shall be in nursing.	CA/PA	Verified via official transcripts  Verified via official transcripts	On or before hire date On or before hire date		
(ii) If the individual possesses a bachelor of science in nursing degree, the master's degree may be, but is not required to be, in nursing; and	CA/PA	Verified via official transcripts	On or before hire date		
(d) Current, valid licensure as a registered nurse in Ohio;		Verified via the OBN website		Verified and on file and	

YEAR and					
continuing					
Continuing	(A)DECDONCIDI E	(A)DDOCEDUDE EOD	(A)TIME	(B) RESULTS	(C) PLAN &
A CDECTE TO DE	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	` '	` '
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
(2) For an associate admin of a	CA/PA	licensure link and downloaded	On or before	check at renewal	
program: (a) Completion of an			hire date		
approved registered nursing					
education program in a jurisdiction as defined in					
paragraph (P) of rule 4723-5-01					
of the Administrative Code; (b)					
At least five years of experience					
in the practice of nursing as a	PA				
registered nurse, including two					
years as a faculty member in a					
registered or practical nursing education program; (c) A					
master's degree; (i) If the					
individual does not possess a					
BSN degree, the master's or					
other academic degree,					
including, but not limited to a					
Ph.D., shall be in nursing; (ii) If					
the individual possesses a BSN					
the master's degree may be, but is not required to be, in nursing;					
and (d) Current, valid licensure					
as a registered nurse in Ohio					
(3) For faculty teaching a					
nursing course: (a) Completion					
of an approved registered					
nursing education program in a					
jurisdiction as defined in		Transcripts are verified by the			
paragraph (P) of rule 4723-5-01	PA	Program administrator as		Transcript Copy in employee	
of the Admin Code;	1A	required by this rule	On or before	file as required in the records	
		required by this fulc	hire date	retention Rule	
(b) Experience for at least two			inic date	retention Rule	
years in the practice of nursing		Verified by resume (and			
		verified by resume (and			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
as a registered nurse;  (c) A baccalaureate degree in nursing; and	PA	employer as needed)  Verified by transcript	On or before hire date On or before hire date	Resume/CV in file  Transcript copy in file	
(d) Current, valid licensure as a registered nurse in Ohio;  (4) For a teaching assistant as	PA	Verified via the OBN website licensure link and downloaded	On or before hire date & renewal	Copy/copies in file	
defined in paragraph (II) of rule 4723-5-01 of the Administrative Code:	PA	See below	See below	See below	
(a) Completion of an approved registered nursing education program in a jurisdiction as defined in paragraph (P) of rule 4723-5-01 of the Administrative Code;	PA	Verified by transcript	On or before hire date	Transcript copy in file	
(b) Experience for at least two years in the practice of nursing as a registered nurse; and	PA	Verified via Licensure date and resume for experience	On or before hire date	Copy/copies in file	
(c) Current, valid licensure as a registered nurse in Ohio;	PA	Verified via the OBN website licensure link and downloaded	On or before	Copy/copies in file	
(5) For a preceptor as defined in paragraph (X) of rule 4723-5-01 of the Administrative Code: (a) Completion of an approved registered or practical nursing education program in a jurisdiction as defined in			hire date		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
paragraph (P) of rule 4723-5-01 of the Administrative Code; (b) Experience for at least two years in the practice of nursing as a registered nurse or as a licensed practical nurse with demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student; (c) Current, valid licensure as a registered nurse or as a licensed practical nurse in the jurisdiction or foreign country where the supervision of a nursing student's clinical experience	PA/FAC				
(B) The requirements of this rule do not prohibit an individual appointed to a position prior to 2, 1, 2008 from continuing	PA				
(C) An individual who is a foreign educated nurse graduate, as defined in paragraph (D) of rule 4723-7-01 of the Administrative Code, shall be deemed to have met the academic preparation for an administrator, faculty, teaching assistant or preceptor for a practical nursing education program specified in paragraphs (A)(1)(a), (A)(2)(a), (A)(3)(a),	PA				

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(A)(4)(a), and (A)(5)(a) of this rule, if the individual has practiced nursing as a registered nurse in the state of Ohio, or in another jurisdiction of the national council of state boards of nursing, for at least two years.					
Program policies as set forth in rule 4723-5-12 OAC  (A) The administrator of the program and the faculty shall establish and implement written policies for the following:  (1) Student admission;					
(2) Student readmission, including a requirement that the readmitted student meet the	PA/FAC	During faculty meeting the admission policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
curriculum requirements effective at the time of readmission;  (3) The process for determining	PA/FAC	During faculty meeting the readmission policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
the amount of credit to be granted to an applicant for		During faculty meeting the		See Student Handbook for	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
advanced standing in a program;  For individuals with experience in the armed forces of the United States, or in the national guard or	PA/FAC	advanced standing policy is reviewed	Yearly Spring	finalized policy	
in a reserve component, the program shall have a process in place to: (a) Review the individual's military education and skills training; (b) Determine whether any of the military education or skills training is substantially equivalent to the curriculum established in Chapter 4723-5 of the Administrative Code; (c) Award credit to the individual for any substantially equivalent military education or skills training;	PA/FAC	During faculty meeting the military policy is reviewed and applications indicating prior military experience is reviewed for potential credit	Yearly Spring	See Student Handbook for finalized policy	
(4) Student progression, which shall include the following: (a) The level of achievement a student must maintain in order to remain in the program or to progress from one level to another; and (b) The requirements for satisfactory completion of each course required in the nursing curriculum;	PA/FAC	During faculty meeting the progression policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
(5) Requirements for completion of the program;		During faculty meeting the		See Student Handbook for	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T
EVALUATED	PA/FAC	completion policy is reviewed	Yearly	finalized policy	RESULTS
(6) Payment of fees, expenses,	ra/rac		Spring		
and refunds associated with the program;	PA/FAC Financial Aid as necessary	During faculty meeting the fees, expenses and refund policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
(7) Procedures for student illness in the classroom and clinical settings;	PA/FAC	During faculty meeting the student illness policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
(0) A . 11 1 11					
(8) Availability of student guidance and counseling services;	PA/FAC	During faculty meeting the guidance and counseling policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
(9) Process for students filing					
grievances and appeals;  (10) A description of faculty responsibilities related to the supervision of students in accordance with section 4723.32	PA/FAC/CA	During faculty meeting the grievance and appeals policy is reviewed	Yearly Spring	See Student Handbook for finalized policy	
of the Revised Code and rule 4723-5-20 of the Administrative Code;  (11) Periodic evaluation by the	PA/FAC	During faculty meeting the faculty responsibility related to supervision of students	Yearly	See Student Handbook for finalized policy	
faculty of each nursing student's progress in each course and in		During faculty meeting the periodic evaluation by the	Spring	See Student Handbook for	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
the program; and  (12) Procedures for notifying students of changes in program policies.	PA/FAC PA/FAC	faculty of the student's progress policy is reviewed  During faculty meeting the procedure for notifying students of changes policy is reviewed	Yearly Spring  Yearly Spring	finalized policy  See Student Handbook for finalized policy	
(B) The program shall not implement changes to policies for student progression, or requirements for completion of the program, regarding students enrolled in the program at the time the changes are adopted.	PA/FAC	During faculty meeting the policy related to not implementing changes R/T student progression or completion is reviewed	Yearly Spring	See Student Handbook for finalized policy	
(C) In addition to the policies required in paragraph (A) of this rule, the program administrator and faculty shall implement policies related to student conduct that incorporate the standards for safe nursing care set forth in Chapter 4723. of the Revised Code and the rules adopted under that chapter.  Make sure all of the current rules are in the handbook.	PA/FAC	All of the Code of Conduct required for this Rule are included in the student handbook and copied directly from the OBN Law writer site	Yearly Spring	See Student Handbook for finalized policy	Cannot be changed by the program unless changed by OBN
Curriculum as set forth in rule 4723-5-14 of the Administrative Code for a					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
practical nursing education program  (A) The practical nursing education program curriculum shall include content that validates the student's acquired knowledge, skills and behaviors that are necessary to safely and effectively engage in the practice of licensed practical nursing, as defined in division (F) of section 4723.01 of the Revised Code.	PA/FAC				
(B) The curriculum shall be derived from a philosophy, conceptual framework, or organizing theme that is consistently evident throughout the curriculum.	PA/FAC	The Program philosophy is developed and threads are identified in course description/objectives for consistency			
(C) The curriculum objectives or outcomes, course objectives or outcomes, teaching strategies, and evaluation methods shall be:	PA/FAC	Course objectives are written for each course by the faculty and reviewed with the PA.			
(1) Developed and written by program faculty;	FAC	As included on the individual instructor's syllabi			
(2) Consistent with the law regulating the practice of nursing	FAC	Review of OBN Law Writer site for accuracy			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
as a licensed practical nurse;	FAC	Included in Handbook and syllabi provided to students			
(3) Implemented as written;	FAC	Curriculum plan is located in the handbook and syllabi provided to each student prior	Start of		
(4) Distributed to each nursing student.		to the start of course	program and or course		
(D) The program shall establish a curriculum plan sets forth the sequence of courses, the lab and clinical experiences that are included in each course, & units of credit or number of academic or clock hours allotted to theory, laboratory, and clinical experiences.	PA/FAC				
(E) The curriculum shall consist of content that spans a minimum length of thirty weeks of full-time study, including examination time, and shall include but not be limited to the following areas of study that may be integrated, combined, or presented as separate courses:	PA/FAC	The curriculum spans more than 30 weeks of full time study. Curriculum content is reviewed by PA/faculty and students each term for effectiveness.			
(1) Basic biological, physical,					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
and technological sciences, human anatomy and physiology, chemistry, microbiology, nutrition, pharmacology, mathematics, and computer operations;	PA/FAC	Course descriptions will reflect that the content of Item 1 are included. Text books are reviewed to ensure content on the topics	Yearly		
(2) Social and behavioral sciences that are necessary for a basic understanding of the effect of a client's religious, spiritual, cultural, and growth and developmental experiences on the client's health, the client's attitude toward health maintenance, and to effectively communicate with the client;	PA/FAC	Course descriptions will reflect that the content of Item 2 are included. Text books are reviewed to ensure content on the topics	Yearly		
(3) Basic nursing art and science practiced in a variety of structured settings, with courses and clinical experiences sufficient to prepare the graduate to safely deliver nursing care to individuals and groups across the life span, that include but are not limited to:	PA/FAC	Course descriptions will reflect that the content of Item 3 are included. Text books are reviewed to ensure content on the topics	Yearly		
(a) The nursing process:	PA/FAC	Course descriptions will reflect that the content of Item 3 (a) are included. Text books are reviewed to ensure content on the topic of nursing	Yearly		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(i) Collection and organization of relevant health care data;	PA/FAC	Course descriptions will reflect that the content of Item 3 (a) (i) are included. Text books are reviewed to ensure content on the topic	Yearly		
<ul><li>(ii) Assisting in the identification of health needs and problems;</li><li>(iii) Contributing to the</li></ul>	PA/FAC	Course descriptions will reflect that the content of Item 3 (a) (ii) are included. Text books are reviewed to ensure content on the topic	Yearly		
interdisciplinary health care team in addressing client physiological, psychological, cultural, and spiritual needs;	PA/FAC	Course descriptions will reflect that the content of Item 3 (a) (iii) are included. Text books are reviewed to ensure	Yearly		
(b) The application of nursing care concepts in addressing the physiological, psychological, cultural and spiritual needs of	PA/FAC	content on the topic	Yearly		
clients;  (c) Communication with clients, families and significant individuals;	PA/FAC	on the topic			
(d) Documentation of nursing care within various health information systems;		on the topic	Yearly		
(e) Information management as it	PA/FAC	are reviewed to ensure content on the topic	Yearly		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
pertains to health records, nursing science, and evidence- based practice;	DA TAG	Course descriptions will reflect that the content of Item 3 (a) (ii) are included. Text			
<ul><li>(f) Concepts of teaching and learning;</li><li>(4) Safe and effective care</li></ul>	PA/FAC	books are reviewed to ensure content on the topic			
environment/coordinated care:  (a) Collaboration with clients, families, other members of the		Course descriptions will reflect that the content of Item 4 are included. Text books are reviewed to ensure content on			
health care team, and other individuals significant to the client;	PA/FAC	the topic  Course descriptions will reflect that the content of Item 4 (a) are included. Text books			
(b) Delegation of nursing tasks in accordance with Chapter 4723-13 of the Administrative Code	PA/FAC	are reviewed to ensure content on the topic			
(c) Demonstration of knowledge of legal, ethical, historical, and emerging issues in nursing that include but are not limited to the	PA/FAC	4 (b) are included. Text books are reviewed to ensure content on the topic			
law and rules regulating nursing practice in Ohio;	PA/FAC	Course descriptions will reflect that the content of Item 4 (c) are included. Text books			
(5) Safety and infection control;		are reviewed to ensure content on the topic			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(6) Health promotion and maintenance;	PA/FAC PA/FAC	5 are included. Text books are reviewed to ensure content on the topic			
(7) Psychosocial integrity; (8) Physiological integrity,	PA/FAC	reflect that the content of Item 7 are included. Text books are reviewed to ensure content on the topic Course descriptions will reflect that the content of Item 8 are included. Text books are reviewed to ensure content on			
including:  (a) Basic care and comfort;	PA/FAC	Course descriptions will reflect that the content of Item 8 (a) are included. Text books are reviewed to ensure content on the topic			
(b) Pharmacological therapies, including but not limited to safe pharmacotherapeutics, and safe medication administration;  (9) Reduction of risk potential,	PA/FAC	Course descriptions will reflect that the content of Item 8 (b) are included. Text books are reviewed to ensure content on the topic			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
including but not limited to patient safety strategies;	PA/FAC	Course descriptions will reflect that the content of Item 9 are included. Text books are reviewed to ensure content on the topic			
(10) Physiological adaptation;	PA/FAC	Course descriptions will reflect that the content of Item 10 are included. Text books are reviewed to ensure content on the			
(11) Application of principles of clinical judgment in the delivery of nursing care;	PA/FAC	topic			
(12) Clinical and laboratory experiences that: (a) Meet the established course objectives and outcomes;	PA/FAC	12 (a) Clinical and lab will reflect that the course content objectives are met as appropriate. Skills manuals are also provided to students			
(b) Provide a nursing student with the opportunity to practice cognitive, psychomotor, and affective skills in the performance of a variety of basic nursing functions with	PA/FAC	12 (b) Clinical experiences are scheduled in: Acute OB, Acute Pediatrics, Schools, ER, LTCF, Alzheimer Units,			
individuals or groups across the life span;		Community Agencies (See contracts/schedules). Prior practice is also accomplished			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(c) Provide a nursing student with the opportunity to practice technical skills;  (d) Are provided concurrently with the related theory instruction;	PA/FAC PA/FAC	in lab			
(d) With respect to obstetrics, immediate newborn care, and pediatrics, the program may provide high fidelity simulation or mid or moderate fidelity patient simulation instead of clinical experience if:	PA/FAC	Course descriptions will reflect that the content of Item 13 are included. Text books are reviewed to ensure content on the topic			
(i) A faculty member or teaching assistant is responsible for conducting the patient simulation, and in doing so, may utilize computer technology specialists to assist in operating computer equipment. The faculty	PA/FAC				

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
member or teaching assistant must:  (a) Have demonstrated knowledge, skills and abilities necessary to conduct the patient simulation obtained from a recognized body of knowledge					
relative to the simulation;  (b) Maintain through continuing education current knowledge, skills and abilities relative to the patient simulation;					
(c) Maintain documentation satisfactory to the board of having met and maintained the knowledge, skill and abilities necessary to conduct the patient simulation;					
(ii) All of the requirements of paragraph (E)(12) of this rule are met; and					
(F) In addition to the content set forth in paragraph (E) of this rule, all practical nursing education programs shall include a course or content in intravenous therapy. A course or					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
content in intravenous therapy to be included in a practical nursing education program shall have, at a minimum, didactic, laboratory, and supervised clinical practice that covers the following:  (1) The law and rules related to the role, accountability, and responsibility of the licensed practical nurse in intravenous therapy;	PA/FAC	An IV check sheet has been developed that includes each aspect of the rule and is included in the student skill manual. A clinical spreadsheet is tracked by faculty and PA for each student by date when clinical aspect is accomplish			
(2) Policies and procedures related to intravenous therapy and affiliating clinical agencies;					
(3) Sciences related to intravenous therapy, including, but not limited to anatomy, physiology, microbiology and standard precautions, principles of physics, pharmacology, and	PA/FAC				
pharmacology mathematics;  (4) Nursing care of individuals receiving intravenous therapy, including the clinical experience	PA/FAC PA/FAC				
required in paragraph (E)(12)(b) of this rule;  (5) Documentation related to intravenous care;	PA/FAC				

YEAR and					
continuing					
A CONTINUE TO DE	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE PROGAM R/T
SYSTEMATICALLY EVALUATED				DOCUMENTED	RESULTS
(6) Any other training or					RESULTS
instruction the board considers					
appropriate;					
(7) A testing component through which a student is able to	PA/FAC				
demonstrate competency related to intravenous therapy;					
(8) A means to verify that a	PA/FAC				
student has successfully completed the course in					
intravenous therapy as set forth in this rule.	PA/FAC				
FURTHER: (G) A practical	PA/FAC				
nursing education program that is offered to students at the secondary or high school level					
may be commenced no earlier than the beginning of a student's					
junior year.					
Program contractual relationships as set forth in	CA/PA				
rule 4723-5-17 OAC					
A) When a program has any type of cooperative relationship with					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
another entity or a separate division within the same entity including, but not limited to, clinical agencies, a written agreement with the cooperating entity shall: (1) Exist and be current;		All contracts are continuing and therefore, current			
(2) Be entered into and signed by representatives of both the program and the entity or division with which is has entered into a cooperative relationship; and  (3) Be on file program office.	PA/FAC PA/FAC	All contracts are signed by both a representative of the school district and entity where clinical experiences occur			
(B) When a program is using preceptors, the contract shall expressly set forth expectations the preceptors are to fulfill.	PA/FAC	Copies of all contracts are located in a contract binder in the Program office			
(C) A program proposing to utilize a facility for clinical experience in another jurisdiction or foreign country shall: (1) Contact the board of nursing or other entity regulating nursing in that jurisdiction or foreign country and document	PA/FAC				

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
compliance with any and all requirements of that board or entity; and (2) Indicate on the annual report to the board that the faculty member, teaching assistant or preceptor who is supervising the student clinical experience in that jurisdiction or foreign country is in compliance with licensure requirements in the jurisdiction or foreign country where the clinical experience is occurring.	PA/FAC				
Responsibilities of faculty teaching a nursing course as set forth in rule 4723-5-19 OAC  Faculty teaching a nursing course shall: (A) Provide a					
syllabus or outline to each nursing student that includes at least:					
(1) The title of the course;		Each faculty provides the PA and all students a syllabus for each course. PA ensures			
(2) The number of theory hours, if applicable;	FAC	students receive the syllabi			
(3) The number of laboratory		Recorded on Syllabus		See syllabus template nt	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
hours, if applicable;  (4) The number of clinical hours, if applicable;	FAC FAC	Recorded on Syllabus	At start of	See syllabus template that contains all of the element	
<ul><li>(5) The course description;</li><li>(6) The course objectives or</li></ul>	FAC	Recorded on Syllabus	each course	See syllabus template that contains all of the element	
outcomes;  (7) The teaching strategies,	FAC	Recorded on Syllabus Recorded on Syllabus	At start of each course	See syllabus template that contains all of the element	N/A
including the job title, credentials or other information describing the background of an individual providing course	FAC	Recorded on Syllabus	At start of each course	See syllabus template that contains all of the element	N/A
content, whose qualifications are directly related to the course	FAC		At start of each course	contains all of the element  See syllabus template that	IVA
; (8) The methods of evaluation;	FAC	Recorded on Syllabus	At start of each course At start of each course	contains all of the element	
(9) The name of the faculty who will be teaching the course;	FAC	Recorded on Syllabus	At start of each course	See syllabus template that contains all of the element	
(10) The name of teaching assistants that will teach the course, or provide instruction in laboratory or clinical settings, as	FAC	Recorded on Syllabus	At start of each course	See syllabus template that contains all of the element	
directed by faculty; and  (11) The required textbooks and		Recorded on Syllabus	At start of each course	See syllabus template that contains all of the element	
other bibliography of learning	FAC		cach course		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
resources;  (B) Design and implement teaching strategies that will assist a nursing student to meet the course objectives or outcomes;	FAC	Recorded on Syllabus  Contained in teaching plans,	At start of each course	See syllabus template that contains all of the element	N/A
<b>J</b>	FAC	power points, videos, laboratory and clinical experiences and etc	At start of each course	See syllabus template that contains all of the element	N/A
(C) Direct and supervise the activities of a teaching assistant, if utilized; and	FAC	Meets with TA(s) individually Provides TA(s) syllabi, handbooks, skills sheets	Ongoing		N/A
(D) Evaluate each nursing student's achievement and progress with input from the teaching assistant or preceptor, if utilized.  Responsibilities of faculty	FAC	Meet regularly with TAs to discuss student progress. Review TAs evaluations of students in lab and clinical	As needed &		
and instructional personnel in a clinical setting involving the delivery of nursing care to an individual or group of individuals as set forth in		students in rab and chinical	prior/after lab/clinical		
4723-5-20 OAC  (A) A faculty member of a nursing program is responsible			prior/after lab/clinical		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
for planning the student's clinical experience and for evaluating the student's performance. Clinical nursing experiences are assigned by faculty based on course objectives and student learning needs. Faculty, teaching assistants or preceptors shall supervise student practice by providing guidance, direction, and support appropriate to the clinical situation.	FAC				
(B) Supervision of a nursing student shall be provided for each clinical experience involving the delivery of nursing care to an individual or group of individuals. This supervision shall be provided only by a faculty member, TA, or precept who meets the qualifications set forth in rule 4723-5-11 of the Administrative Code for a practical nursing education program.	FAC	Verify each faculty and teaching assistant are qualified via transcript, resume, licensure verification	At or before hire	See faculty files	
(C) All experiences for a nursing student in a clinical setting involving the delivery of nursing care to an individual or group of individuals shall be performed under the direction of a faculty member who functions only as a					

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
faculty member during the nursing student's clinical experience. The faculty member providing direction shall:	FAC	Faculty direct all lab and clinical experiences for students	At all times		
(1) Establish clinical objectives or outcomes within the framework of the course in which the student is enrolled;					
(2) Communicate clinical objectives or outcomes to: (a) The student;	FAC	Faculty develop objectives based upon course content and are part of the skills sheet offs, lab requirements, clinical evaluation sheet	yearly	See clinical evaluation tool	
(b) The teaching assistant and preceptor, if utilized; and	FAC	Student provided evaluation tool, check off notebook	At each term	See clinical evaluation tool	
(c) The staff at the clinical site;		TA's provided information during lab for upcoming clinical		See clinical evaluation tool	
(3) Provide for orientation of each student to the clinical site, including introduction to staff;	FACFAC	Advised via DON and meeting with staff prior to clinical	At each term		
(4) Make assignments, in conjunction with the teaching assistant or preceptor, if utilized, for the student's experience,		Part of the first day at each new clinical rotation			

YEAR and					
continuing	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
consistent with the specific	FAC		At each term		
objectives or outcomes of the course in which the student is		D : 11 1 1 TA			
enrolled;		During lab days the TA's meet			
,		with the nursing faculty. Discussion of each students			
(5) Provide for supervision of	FAC	progress at the clinical occurs	At each term		
each student in accordance with	TAC	progress at the entirear occurs	At cach term		
this chapter; and	(TA)				
	()				\
(6) Evaluate the student's		Students are supervised at			
experience, achievement, and progress in relation to the		each clinical site			
clinical objectives or outcomes,	FAC		At all times		
with input from the teaching					
assistant or preceptor, if utilized.		774			
		FA communicates with the TA			
(D) The faculty member may		regarding evaluation of students' progress	At each term		
assign an observational experience as appropriate to		students progress	At each term		
meet course objectives.					
incee course objects res.	FA/TA				
		Observation only if it is part of			
		a clinical experience such as a		On evaluation tool if it	
		birth on the OB unity	Only as	occurs	
(E) The faculty or teaching	FAC		necessary		
assistant to student ratio for					
direct patient care experiences					
shall be no greater a ratio than ten students to one faculty or		Schedules are developed that			
teaching assistant, or a smaller		shows no more than 10			
ratio in clinical settings where		student ratio to one instructor			
necessary to ensure the safe	FAC	in the clinical setting.	Prior to		
		Preferred number of students	clinical	See schedules	

<b>YEAR</b> and					
continuing					
	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
delivery of nursing care.		is a 1:8 ratio. During IV	experiences		
		clinical a lower number per	(as needed)		
(F) The teaching assistant or preceptor providing supervision		instructor ratio is the desired			
of a nursing student shall at least:					
(1) Have competence in the area		All TA's have work			
of clinical practice in which the		experience of more than 2			
teaching assistant or preceptor is providing supervision to a		years as registered nurses			
student;	FAC/PA/TA			See resumes	
			At hire	Example: Sue Berga (TA) assists with OB clinical as	
(2) Design, at the direction of a				she works on the OB unit	
faculty member, the student's clinical experience to achieve the				She works on the OB time	
stated objectives or outcomes of					
the nursing course in which the					
student is enrolled;	EAG	Faculty recommend clinical		Example: OBclinical occurs	
(2) (1) (6) (4) (1) (6) (4)	FAC	sites R/T the course content and TA that best fits the	At each term	with OB course content	
(3) Clarify with the faculty member: (a) The role of the		clinical focus	At each term		
teaching assistant or preceptor;					
		Faculty are aware of their			
(b) The responsibilities of the		responsibilities and share it			
faculty member;	EAC/EA	with the TAs for clarification			
	FAC/TA		At each term		
		Faculty are aware of their			
		responsibilities			
	FAC		At each term		
(c) The course and clinical					
objectives or outcomes;					
		Shared with all faculty and TAs and provided to each			
(d) The clinical experience		student			
(d) The clinical experience		bradont			

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
evaluation tool; and  (4) Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.  (G) A preceptor shall provide supervision to no more than two nursing students at any one time,	FAC/PA FAC/TA	Shared with all faculty and TAs and provided to each student	At each term  At each term  At each term	See clinical evaluation tool See clinical evaluation tool	
provided the circumstances are such that the preceptor can adequately supervise the practice of both students	FAC/PA		N/A	N/A	
Retention of program records as set forth in rule 4723-5-21 OAC  The administrator of the program shall maintain records including the following:: (A) Records for currently enrolled nursing students that include: (1) Admission or transfer records; (2) Transcripts; and (3) Clinical		Maintained per rule and Program retention of records policy			
experience evaluation records;	PA		As needed and continuous		

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
(B) Records for all graduates of the program that shall include complete transcripts indicating the credential granted and the date of completion of the program;		All graduates of the program have a transcript on file			
	PA		As they graduate a transcript is	See transcript for any program graduate	
(C) Records for the program that shall include the minutes of all scheduled faculty meetings;			generated		
β.,		Faculty meeting minutes are kept for a mandatory 2 years			
		in a white binder located within the Health Occupations	Up dated as	Minutes are recorded accurately and agendas	
(D) Records for each faculty and teaching assistant currently being utilized in the program that	PA	office. Advisory committee minutes are also maintained	meetings occur	attached if provided	
include: (1) Documentation of academic credentials, including copies of official academic					
transcripts;		Copies of each faculty and TA's transcript are kept in			
(2) A record that includes the time periods, by month and year of employment in clinical		their file in the PA's office	Prior to hire a transcript	Each file has a copy of an academic transcript	
practice, and in teaching, and the names and locations of all			is required		
employers in the field of nursing	PA		of faculty and TAs		
and nursing education; and		Resume is required on file for all faculty and teaching			
	1	an racarty and teaching			

YEAR and					
continuing					
	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY	, ,			DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
(3) Verification of current, valid		assistants that contain items			RESCEIS
licensure as a registered nurse in		required in (2)		Resume in each employee	
Ohio at the time of appointment,		* ' '	At hire and	file	
and at each licensure renewal.	DA			ille	
	PA		updated as		
(E) Records for preceptors that			needed		
include: (1) Verification of					
current, valid licensure as a		Downloaded from OBN			
registered nurse, or, for a		website (renewal 9/1/odd yr.)			
practical nursing education			Prior to or at	See employee file	N/A
program, as a licensed practical			hire date and		
nurse, in the jurisdiction or			renewal		
foreign country where the					
supervision of a nursing student's		(The form on the OBN			
clinical experience occurs; and		website will be customized to		N/A	
(2) A record that includes the	PA	comply if preceptors are used	N/A	1771	
names and locations of	171	at a future date)	14/71		
employers in the field of nursing,		at a future date)			
and time periods, by month and					
year, demonstrating at least two					
years of nursing practice, and					
competency in the area of					
clinical practice in which the					
preceptor provides supervision to					
a nursing student.					
Licensure examination					
results as set forth in rule					
<b>4723-5-23 OAC</b> (A) Only a					
program with full, conditional, or					
provisional approval shall issue					
program completion letters to the					
board for its students.					
(B) If a program has a pass rate		Duo anomo ossemontiles essentiles			
(B) If a program has a pass rate		Program currently meets the		•	

YEAR and			1	<u> </u>	
continuing					
	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
on the licensure examination that		95% rule			
is less than ninety-five per cent				See graduate transcript	
of the national average for first-			At the time		N/A
time candidates in a calendar year the following shall apply:			student has		
year the following shall apply:	PA		completed		
(1) After the first year, the			the program		
program shall establish a plan		N7/A			
indicating action steps to		N/A at this time		English ODN 11.14	
improve the NCLEX scores of			Overtedly, 0	From OBN website	Minutes are maintained as
its graduates, and submit the plan	PA		Quarterly & yearly		evidence to verify reasons
with the annual report;	1A		yearry		for changes made to the
(2) After two consecutive years,					program for a minimum
the program shall prepare a					of 2 years
report that evaluates the plan of					
action established after the first					
year of low NCLEX scores,					
identify additional steps, and submit the plan with the annual	PA		If occurs		N/A
report; and					
Toport, and		D C ODN			
		Prepare for OBN visit			
(3) After three consecutive years,					N/A
a representative of the board					17/11
shall conduct a survey visit and			If occurs		
the board may take action on the	PA				
approval status of the program.					
(4) After four consecutive years,					
a representative of the board may					
a representative of the could may			If occurs		

YEAR and					
continuing	(A) DECDONGIDI E	(A) DROCEDURE FOR		(D) DEGLILES	(C) DI ANI O
A CRECTED TO RE	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
conduct a survey visit and the	PA				
board shall place the program on provisional approval, or, if the					N/A
program is on conditional					
approval status, propose to		Ward accept the Deend's			
withdraw conditional approval		Would accept the Board's decision to place program on			
and deny full approval status		provisional R/T this rule and			
according to the procedures contained in Chapter 119. of the		continue to work towards			
Revised Code.		improvement of pass rates			N/A
Revised Code.		improvement of pass rates			1771
	PA		If occurs		
(C) For the board to consider					
restoring a program to full					
approval status after a program is					
placed on provisional status due to low NCLEX scores, a					
program shall attain a pass rate					
that meets or exceeds ninety-five					
per cent of the national average	·		•		
for first-time candidates for at					N/A
least two consecutive years.				N/A	
(44) 5 11					
(11) Follow-up of graduates, which shall include but not					
limited to; statistics on the					
number of first-time					
candidates passing the					
licensure examination		Cond star and 1 1 1 2			
during each calendar year		Graduates are tracked via the			
and employment patterns of		OBN and or NURSY website and per reports generated at		Folder maintained with OBN	
graduates.	PA/FAC Administrative	OBN. Graduates are contacted	Quarterly	results. And on OBN website	
	Assistant	per school requirement. See	for pass	icsuits. And on Obiv website	
	1 15515tant	per seniour requirement. Bee	101 pass	1	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
The evaluation process itself shall be reviewed in accordance with:  Evaluation of the Program as related to Rule 4723-5-15	Others as needed	established form (blue)	Yearly employment	Forms for employment retained 2 years for patterns	
and all of the Rules listed within this systematic plan of evaluation (SPE) previously shall be completed	PA/FAC/CA/ST	The entire systematic evaluation process via this document shall be reviewed to ensure that all of the required rules are addressed	Yearly and as needed	See meeting minutes, files, handbooks, syllabi, and other pertinent documents	
FURTHER the PA is aware of the following rules and will follow as required					
Rule 4723-5-16 Board approval of a curriculum revision N/A but aware of the rule if the need arises					
Rule 4723-5-24 Closure of a program N/A but aware of the rule if the need arises  Rule 4723-5-25 Submission of false, misleading or deceptive information or	PA/FAC	Currently not submitting a curriculum revision. Rule will be followed if a revision is decided by faculty based upon evidence of a need	Only if needed	N/A	

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
documents. A program, or an applicant seeking approval to operate a program under this chapter shall not make any false, misleading, or deceptive statements, or submit or	PA	A closing of the Program is not planned	Only if needed	N/A	
cause to be submitted any false, misleading or deceptive information or documentation to the board or any representative of the board. Violation of this requirement shall be considered a failure to meet the requirements of this chapter in considering approval status.		Documents submitted to the OBN or any agency will be truthful and will contain correct information	Relates to every statement or document to OBN or any other entity or agency	Communications are truthful and are not deceptive in nature. Nor are they meant to mislead the Board or any of its representatives or any entity or agency	N/A

YEAR and continuing  ASPECTS TO BE SYSTEMATICALLY EVALUATED	(A)RESPONSIBLE INDIVIDUAL(S)	(A)PROCEDURE FOR THE EVALUATION	(A)TIME FRAME	(B) RESULTS SUMMARIZED & DOCUMENTED	(C) PLAN & CHANGE PROGAM R/T RESULTS
					N/A
					N/A

YEAR and					
continuing					
	(A)RESPONSIBLE	(A)PROCEDURE FOR	(A)TIME	(B) RESULTS	(C) PLAN &
ASPECTS TO BE	INDIVIDUAL(S)	THE EVALUATION	FRAME	SUMMARIZED &	CHANGE
SYSTEMATICALLY				DOCUMENTED	PROGAM R/T
EVALUATED					RESULTS
					N/A