

Phillips School of Nursing



*Phillips School
of Nursing*
At Mount Sinai Beth Israel

Catalog | 2021-2022

Contents

I	Mission and Vision
II	Philosophy
1	The School and Its Resources
6	RN-BSN Bachelor of Science, Nursing
19	ABSN Program Accelerated Bachelor of Science, Nursing
31	Special Programs
32	Tuition and Fees
34	Financial Aid
42	Health Requirements
43	Academic Policies
53	Student Activities and Services
56	School Policies
60	Administration and Faculty
62	Accreditation and Affiliation

All information contained in this catalog is current only as of the date of publication. The School reserves the right to change, without prior notice, any statements concerning tuition, fees, charges, academic regulations and requirements, course cancellations, curricula or credits. Such modifications may apply to enrolled and prospective students alike. Updated information is available through the Office of Student Services. Failure to read this catalog does not excuse students from the requirements and regulations described herein.

The safety of our community is our highest priority; some images herein were taken prior to February 2020.

Message from the Dean



Dear Friends and Students,

Now, more than ever before, I am so honored to be a nurse working alongside other health care professionals—from those taking care of patients at the bedside to those taking part in vital COVID-19 scientific discovery and innovation. The Mount Sinai Health System (MSHS) is leading the way in diagnostic testing, vaccine development, and epidemiologic insights. As the sole nursing school in the MSHS system, we are so fortunate to be a part of this amazing institution.

During these turbulent times, we are striving for innovation and flexibility along with our continued commitment to excellence. Our first goal is to keep everyone safe. Along with MSHS, we are strictly following all of the current guidelines established by the New York State Department of Health and U.S. Centers for Disease Control (CDC). We are also working closely with our accrediting bodies to ensure that your nursing education remains consistent with all current guidelines and best practices.

As we had to rapidly transition our course delivery and clinical experiences to a virtual environment, it is no surprise why our school has twice been designated a National League for Nursing Center of Excellence in the category of Creating Environments that Enhance Student Learning and Professional Development (2014-18 and 2019-2023). I am also very proud to share that our ABSN program was recently ranked #8 out of 93 programs nationwide and #5 in New York City by *Best Nursing Programs, USA*.

I welcome you to learn more about the Phillips School of Nursing by exploring our 2020-21 catalog. I certainly hope you will consider taking the next step forward and joining us as a student—as always, it is my goal to ensure that all paths from PSON lead to the best and brightest futures!

A handwritten signature in black ink, reading "Todd Ambrosia". The signature is fluid and cursive.

Dr. Todd F. Ambrosia, DNP, MSN, APRN, FNP-BC, FNAP

Dean

Distinguished Fellow, National Academies of Practice

Bravewell Fellow in Integrative Medicine



Mission Statement

The mission of the Phillips School of Nursing at Mount Sinai Beth Israel is to provide an exceptional nursing education to a diverse student body in an inclusive, equitable environment that will advance the delivery of outstanding health care to local and global communities.

Vision Statement

The vision of Phillips School of Nursing is:

- To actively respond to society's need for caring, knowledgeable, and skilled nursing professionals.
- To use and develop evidence-based research as the foundation for contemporary education and clinical practice.
- To be a leader in nursing education.

Philosophy

The philosophy of Phillips School of Nursing reflects the beliefs of the faculty regarding individuals, society, nursing, education and the role of the nurse within the health illness continuum.

The faculty's belief is embodied in the recognition that human beings possess physical, social, psychological, spiritual and cultural qualities. Inherent in this belief is that human beings are endowed with self-worth and dignity and have a right to have their basic needs met. The human experience is dynamic throughout the life cycle and an individual's behavior reflects continuous interaction with the total environment.

Society is comprised of individuals, diverse in their cultures, customs and behaviors, whose interactions occur through membership in family and community groups. The School of Nursing, as part of the community, prepares graduates to make vital contributions to society. This is achieved through provision of care to individuals and groups of individuals in varied health care settings and by participation in health-related community activities.

Health is a dynamic state with levels of wellness existing along a continuum. Optimal health is a state of physical, mental and social well-being and not merely the absence of illness. Illness is manifested by compromised functioning and diminished capacity to meet one's needs.

Nursing is a dynamic, interactive process between the nurse, patient, family and significant others whereby goals are mutually established in order to meet compromised patient needs. Nursing practice is caring and humanistic, aimed at assisting patients to achieve their highest level of functioning.

Adult education is an interdependent process between teacher and learner. The educator functions as a facilitator, resource person and role model who encourages students to develop the knowledge and critical thinking skills necessary to deal with challenges. The learner is a motivated individual who internalizes and applies new principles, concepts and skills as evidenced by modification of attitude, ideas and behavior. Inherent in this process is the development of the learner's self-awareness, independent decision-making and accountability. Optimal learning occurs in an interactive environment where mutual respect and freedom of inquiry are fostered.

Nursing education provides the graduate with the competencies necessary to implement nursing care based upon current knowledge and concepts of the biological, social and behavioral sciences, nursing concepts, current technology and health care trends. The ultimate goal is to graduate nurses who deliver competent and compassionate health care, both locally and globally, and who participate in professional activities and demonstrate a commitment to lifelong learning.

Graduates are prepared to function in a collaborative role with other health care practitioners when providing and managing preventative, restorative and supportive care to individuals. They practice in a variety of health care settings utilizing established protocols within an ethical and legal framework.

The School and Its Resources

A Tradition of Excellence

For more than a century, Phillips School of Nursing at Mount Sinai Beth Israel (PSON) has been one of the leading schools of professional nursing education. Its history is closely intertwined with Mount Sinai Beth Israel (formerly Beth Israel Medical Center). In 1889, Beth Israel Hospital (now Mount Sinai Beth Israel) began as a small clinic and emergency room, established to meet the medical needs of the Lower East Side community. In 1891, a hospital was conceived to serve all of the people in the area. From the beginning, the hospital has played an important role in providing health care to New Yorkers. Shortly thereafter, the nursing School was created, and in 1904, the nursing School was officially registered with the Board of Regents of the State of New York as an educational institution.

A Program Designed to Keep Pace With the Times

Since its inception as a diploma program in 1904, the School has undergone significant transformations in response to an ever-changing health care landscape. In 1978, PSON received approval to grant the degree of Associate in Applied Science in Nursing. In 2014, PSON received approval to offer the degree of Bachelor of Science in Nursing. The baccalaureate degree program in nursing at Phillips School of Nursing at Mount Sinai Beth Israel is accredited by the Commission on Collegiate Nursing Education, 655 K

Street NW, Suite 750, Washington, DC 20001, 202-887-6791.

PSON has been continuously designated a Center of Excellence in Nursing Education by the National League for Nursing for the years 2014-2023. The School received the designation in the "Student Learning and Professional Development" category. The curriculum prepares graduates to respond to the new, major role that nurses play in today's complex health care system. Major health problems are taught using a humanistic framework based on meeting patient needs in the hospital, in the home and in a variety of community-based settings. Each year, health care continues to move more into the ambulatory and home care environments. The liberal arts and science curriculum is designed to enrich and expand the student's perspective on nursing and society.

PSON currently offers two nursing programs:

- (1) An Accelerated Bachelor of Science in Nursing (ABSN). A 15-month, blended program leading to eligibility for licensure as a Registered Professional Nurse.
- (2) A Bachelor of Science in Nursing Continuation Program (RN-BSN). Open to registered nurses who wish to further their education at the baccalaureate level.

Note: The goal of hybrid coursework in an accelerated framework is to take advantage of the best features of both face-to-face and online learning experiences.

Students can:

- Receive transfer credit for comparable courses.
- Receive financial aid including scholarships, if eligible.

PSON students receive outstanding clinical learning experiences throughout the Mount Sinai Health System, as well as in various community organizations. Graduates are exceptionally well prepared for a wide variety of career opportunities in nursing.

Study at a Major Medical Health Care System

The Mount Sinai Health System is an integrated health care system providing exceptional medical care to our local and global communities.

Encompassing the Icahn School of Medicine at Mount Sinai and eight hospital campuses in the New York metropolitan area, as well as a large, regional ambulatory footprint, Mount Sinai is internationally acclaimed for its excellence in research, patient care, and education across a range of specialties. The Health System is designed to increase efficiencies and economies of scale, improve quality and outcomes, and expand access to advanced primary, specialty, and ambulatory care services throughout a wide clinical network.

The Health System includes more than 7,200 primary and specialty care physicians and 13 freestanding joint venture centers. Mount Sinai also features a robust and continually expanding network of multispecialty services, including more than 410

ambulatory practices throughout the five boroughs of New York City, Westchester, and Long Island. With an extraordinary array of resources for the provision of compassionate, state-of-the-art care, the Mount Sinai Health System is poised to identify and respond to the health-related needs of the diverse populations it serves.

Extensive Academic Resources

In 2020, the school moved to 148 East 126th Street between Lexington and Third Avenues. The neighborhood, known as "East Harlem" has enjoyed a resurgence in popularity caused by its easy access to transportation and the opening of new luxury developments, excellent restaurants, and national-brand stores.

This new, modern facility encompasses two floors of bright and airy space designed to respond to today's technology-driven nursing curricula. The facilities include:

- A state-of-the-art simulation center featuring hospital inpatient, primary care, homecare, and operating room settings utilizing the latest in high fidelity manikins and other hospital equipment;
- A multi-purpose auditorium;
- A student lounge (equipped with vending machines, refrigerator, microwave, and hot/cold water machines) located in the Atrium;
- A study center;
- Several classrooms, conference rooms, and administrative and faculty offices;
- An Information Commons Area staffed by a Reference and Instruction Librarian who is available for information and literacy-related consultations and other

reference requests. The Mount Sinai Health System Libraries provide PSON with remote electronic access to an array of digital resources consisting of a diverse collection of medical and nursing journals, databases, e-books, mobile applications, and other clinical sources.

A Diverse Student Body

We are proud of the diversity to be found at PSON. Women and men, from the greater metropolitan area, are enrolled in the School and range in age from their 20's to 50's. Our students reflect the multiplicity of race, religion, sexual orientation, and ethnic origin, cultural and economic backgrounds that one finds in a large city.

Professional Development

Every student is a member of the Student Government Organization (SGO) which coordinates School activities. Students are encouraged to serve on selected faculty committees which offer many opportunities for personal and professional growth.

Additionally, the School has an active chapter of the National Student Nurses' Association (NSNA). Membership in this organization provides the student with a professional connection prior to graduation. NSNA sponsors a yearly national convention which encourages students to network with other nursing students nationwide. Our local chapter sponsors special programs at the school for student members of NSNA. All pre-licensure students hold active membership in the NSNA, a pre-professional national organization for

student nurses. It is the forerunner of the ANA and has the structure and functions of a professional organization.

Alumni Association

The Alumni Association takes a very active interest in the welfare of the students. All graduates are eligible for membership in the Phillips Beth Israel School of Nursing Alumni Association. This organization meets regularly, publishes a newsletter and offers health care benefits to its members.

There is an annual membership fee which is waived for the first year after graduation. The Alumni Association provides an excellent opportunity for social and professional networking. Alumni also provide funding for designated students to attend professional conferences.

Services for Individuals with Disabilities

Phillips School of Nursing is dedicated to providing equal educational opportunities for students with physical, learning, psychological, sensory and chronic health disabilities. No qualified student with a disability will be excluded, denied participation or subjected to discrimination from any program or activity. Any individual with an inquiry or complaint related to Section 504 of the Rehabilitation Act of 1973 or the ADA should contact Ashni Patel, Director of Student Services, 504/ADA and Title IX Compliance Coordinator and Disabilities Officer by telephone **917-583-8290** or email at ashni.patel@mountsinai.org. More detailed information can be found

in the Student Handbook.

TITLE IX Background Information

Under The Violence Against Women Act ("VAWA"), colleges and universities are required to: (1) report dating violence, domestic violence, sexual assault, and stalking, beyond crime categories the Clery Act already mandates; (2) adopt certain student discipline procedures, such as for notifying purported victims of their rights; and (3) adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent college personnel. The Violence Against Women Reauthorization Act, which President Obama signed into law on March 7, 2013, imposes new obligations on colleges and universities under its Campus Sexual Violence Act ("saVE Act") provision, Section 304. This provision imposes new reporting requirements, new student discipline requirements, and new requirements to educate and train students and employees on sexual violence.

3

What is Clery?

The Clery Act requires colleges and universities that participate in federal financial aid programs to report annual statistics on crime, including sexual assault and rape, on or near the campus, and to develop and disseminate policies.

Title IX Coordinator

Reporting Sexual Misconduct can be difficult, and victims or witnesses to such behavior may have mixed feelings about whether or not to report it. The School encourages all members of the School Community who either: (1)



believe that they have been the victim of Sexual Misconduct; or (2) become aware of incidents of Sexual Misconduct involving other members of the School Community, to report the conduct. Members of the School Community can report Sexual Misconduct to the Title IX Coordinator, or to numerous other individuals described below.

The School's Title IX Coordinator is responsible for coordinating the School's anti-Sexual Misconduct efforts, including training, education, and awareness

initiatives and campaigns related to the prevention of Sexual Misconduct in the School Community. In addition, as described below, the Title IX Coordinator is responsible for assessing and investigating certain reports of Sexual Misconduct committed by members of the School Community, and for providing Reporting Individuals and/or victims with important information following disclosure of alleged incidents of Sexual Misconduct.

Questions and inquiries regarding Title



IX, including reports of incidents or questions about Sexual Misconduct, may be referred to the Title IX Coordinator, whose contact information is as follows:

Ashni Patel

Title IX Coordinator

Mobile phone: **917-583-8290**

Email: ashni.patel@mountsinai.org

More information is available on the School's website and in the Student Handbook.

Financial Assistance

A comprehensive program of financial assistance, including federal and state aid, is available to all eligible students. Scholarships and loans are also available to complement a student's full financial aid package. See section on Financial Aid for full information.

Drugs, Alcohol and Tobacco

The personal use of alcohol on the School of Nursing premises is prohibited. Students are reminded that possession and/or use of alcoholic beverages or controlled drugs is forbidden in the School of Nursing and in all hospital owned properties. Such use can result in immediate dismissal and legal sanctions. Since the School is committed to a smoke-free environment, smoking is not permitted on the premises and in front of the building.

A Vibrant Neighborhood, Easy to Reach

Long known as "The City That Never Sleeps," Manhattan offers a wide variety of cultural activities to enjoy, including theater, movies, opera and numerous community functions. Visit the deck of the Empire State Building, ride the Staten Island Ferry, or visit the Statue of Liberty and Ellis Island Museum. The museums in the city are world renowned: the Metropolitan Museum of Art, the Guggenheim, the American Museum of Natural History, the Whitney Museum of American Art, and many more. Music is everywhere, from inside Carnegie Hall or Lincoln Center, to the free outdoor performances in plazas, parks, and even train stations. Theater and dance abound, both on and off Broadway with special ticket booths

offering many shows at half-price the day of the performance. Movie theaters are plentiful in the city and show first-run films, indie movies, and revival houses featuring film classics.

In Harlem, see a show at the Apollo Theatre, explore Northern Central Park, or tour the Cathedral Church of St. John the Divine. Harlem's rich immigrant history is reflected in nearby cultural institutions such as el Museo del Barrio, The Hispanic Society, The Museum City of New York, and Julio de Burgos Center.

Campus Crime Statistics

Upon written request, all campus crime statistics as reported to the United States Department of Education, are available through The Office of Student Services. In order to ensure that our faculty and students are provided with a safe and healthy learning environment, the School complies with all federal and state laws and regulations for campus safety including: the Clery Act, the Violence Against Women Act, Title IX, and most recently, legislation on Campus Sexual Assault.

International Initiatives

The School's global footprint is growing rapidly and is enthusiastically embraced by faculty and students alike. Currently, PSON has official Memorandums of Understanding (MOUs) with the Taiwan Nurse Practitioners Association, The Dayeh University, Taiwan; Colombia Adventist University, Medellin, Colombia, Centre de Formation Pour Les Secteurs Infirmier, Brussels, Belgium, Bharathi Vidyapeeth University, Pune, India, and University of Malaya, Kuala

Lumpur, Malaysia. These international experiences, which provide students with an awareness of global nursing issues, are offered in the winter, spring and summer sessions. The learning model focuses on four major learning themes: educational, cultural, clinical and collaborative. Nursing students and faculty who participate in these learning opportunities enjoy greater personal and professional growth.

Hours of Operation

The School is open for classes/clinicals weekdays from 8:00am to 10:00pm and Saturdays from 8:00am to 1:00pm., or later, depending on the course.

Office hours are Monday through Thursday from 8:00am to 4:30pm and Friday from 8:00am to 2:30pm. Appointments with administration can be made during regular business hours. Hours are subject to change. Please check Moodle (the school's online

learning management platform) for the most up-to-date information.

Security services are available from 7am to 10pm Monday through Friday and 8am to 1pm on Saturdays. There is no access to the school at other times without the explicit permission of school administration. Students are required to show their ID cards to Security each time they enter the building and must be worn at all times while on the premises of PSON.

In the event of a serious security emergency on the premises, Security must be notified immediately. The situation will then be referred to MSHS Security or 911.

For safety purposes, all students must exit the school premises prior to the last faculty at 9:45pm weekdays and 12:45pm on Saturdays. Security will complete a final walkthrough to ensure that no one is on the premises.

For Further Information

The remainder of this publication is divided into three sections by program (RN-BSN, and ABSN) and provides detailed information on the curriculum, faculty, and admissions process. For questions about nursing or about the School, please do not hesitate to attend one of the School's Information Sessions held annually (see our website at www.pson.edu, for more information). The Information Sessions are designed to answer your individual questions.





The Bachelor of Science in Nursing Completion Program

RN-BSN Program
for Registered
Nurses



Program Overview

Length of Program: 3 to 5

semesters (dependent upon transfer credits upon admission)

Application Open: Applications

Accepted Year-Round

Classes Begin: Fall, Spring and

Summer Semesters

The RN-BSN program is designed to meet the ever-changing needs of today's nurses. The RN-BSN program is a fast-track, blended program with entry in the Fall, Spring and Summer semesters. The program is perfect for RNs committed to earning their BSN in just three to five semesters (based on the number of transfer credits approved upon admission and schedule of classes). This smooth and flexible model addresses the needs of working RNs and the health care systems they serve. The curriculum includes a blend of clinical, online, and classroom education with classes held onsite primarily on Wednesdays. Hands-on care (with preceptors) is an integral part of the curriculum; students' clinical experiences enable them to learn how to provide unmatched patient care in a complex health care environment.

Student Learning Outcomes

Upon completion of the program, the graduate will be able to:

1. Develop nursing knowledge and clinical skills in a specialty practice setting in order to improve patient outcomes.
2. Apply evidence-based research.
3. Utilize technology and information literacy skills in the systematic process of inquiry, research and analysis to support evidence-based practice.
4. Communicate across disciplines to provide and maintain delivery of culturally-sensitive health care.
5. Demonstrate leadership and management skills that utilize critical and creative thinking, ethical decision-making and the ability to manage ambiguity in a rapidly changing health care environment.
6. Promote and maintain a culture of mutual respect, upholding the rights, beliefs, and values of all individuals in local or global communities in the delivery of accessible, cost-effective, safe and quality patient care.
7. Analyze the issues of an aging community and the impact on the provision of health care.
8. Analyze the provision of care across the health-illness continuum with attention to public policy and advocacy.
9. Demonstrate accountability for nursing practice and commitment to ongoing professional, educational and clinical development.

Program Goals/Outcomes

1. 75% of students will complete the RN-BSN program within three years of enrollment.
2. 95% of graduates will state that the program provided them with the knowledge for evidence-based, clinically competent professional practice in the care of individuals, groups and families in a specialty practice setting.

3. 95% of graduates will evaluate the leadership and management opportunities as positive learning experiences.

4. 95% of graduates will rate the opportunities for inter-professional activities positively.

RN-BSN Actual Program Outcomes

Program Outcome 1: 75% of students will complete the RN-BSN program within four years of enrollment.

Year of Entry	% Graduated within 3 Years
2017	100%
2016	100%
2015	93%

Program Outcome 2: 95% of graduates will state that the program provided them with the knowledge for evidence-based, clinically competent professional practice in the care of individuals, groups and families in a specialty practice setting.

Year	% Satisfied
2018	100%
2017	95%
2016	100%

Program Outcome 3: 95% of graduates will evaluate the leadership and management opportunities as positive learning experiences.

Year	% Satisfied
2018	100%
2017	100%
2016	100%

Program Outcome 4: 95% of graduates will rate the opportunities for inter-professional activities positively.

Year	% Satisfied
2018	100%
2017	100%
2016	100%

Admissions Philosophy and Policy

Applicants are selected following a holistic review of their application, which includes but is not limited to their previous academic achievement and potential aptitude and recommendations. Students are admitted without regard to age, race, color, sex, religion, ethnic origin, marital status, sexual orientation, gender identity, gender expression, veteran status, qualified disability, or any other characteristic protected by law.

Admission Requirements

1. Completed portfolio: Apply by mail to:

Chairperson
Phillips School of Nursing
148 East 126th Street
New York, NY 10035

or by email to: pson@mountsinai.org

2. Unrestricted and unencumbered current license and current registration to practice as a registered nurse in New York State. International applicants must validate credentials with the Commission on Graduates of Foreign Nursing Schools (CGFNS) before applying for RN licensure. New associate degree graduates will be admitted conditionally and must submit documentation of RN licensure on or before the completion of the first semester of attendance in order to remain in the program.

3. Official transcript from each institution attended must be mailed from the issuing institution's registrar's office directly to the Office of Student Services.

- Associate in Science, Nursing, Associate in Applied Science, Nursing, or diploma in nursing.
 - Applicants are required to list all institutions attended on their application even if a degree was not awarded.
 - Applicants must input college-level course work, including courses currently in progress, from every institution previously attended.
 - Applicants with international transcripts should refer to the “Additional Requirements for International Transcripts” section below.
- 4.** Minimum cumulative GPA of 2.75; C+ or higher in all nursing courses.
- 5.** Minimum Prerequisite GPA 3.0 for science and math courses; minimum GPA OF 2.50 for all other prerequisites:
- English Composition
 - Ethics
 - General Psychology
 - Human Anatomy and Physiology I and II with lab (taken within 5 years).
 - Human Growth and Development
 - Microbiology with lab (taken within last 5 years).
 - Nutrition (taken within last 5 years)
 - Pharmacology
 - Sociology
- All prerequisite courses must be completed prior to admission with a grade of C or higher.
 - Only one prerequisite course failure may be repeated (grade of C- or below).
 - Applicants may be offered conditional admission while in the process of completing remaining prerequisite

courses. However, all prerequisites must be completed prior to the start of the program.

- Science prerequisite courses must be taken with the last 5 years.

6. Official high school transcript or copy of GED scores.

7. Two letters of recommendations - One from an academic source and one from a professional source.

8. Statement of purpose (250 – 650 words): discuss your reasons for applying to the RN-BSN program and how it fits into your personal, educational and professional goals.

9. Current resume: Include work and volunteer experience, awards, professional organizations and academic history.

10. Current Basic Life Support (BLS) for Health Care Providers Certification: Only BLS certification from the American Heart Association is accepted and must be obtained prior to starting the RN/BSN program.

11. Documentation of current professional liability (malpractice) insurance.

12. Additional Requirements for Non-US citizens and Non-US Residents.

- Submit copy of passport or permanent resident card (USCIS Form I – 551).

13. Additional Requirements for International Transcripts: All applicants who have attended a college or university outside of the United States must submit International transcripts or diplomas (if applicable) to one of the following approved evaluation services:

a) World Education Services (WES):

<http://www.wes.org/students/>

b) Educational Credential Evaluators, Inc. (ECE): **<https://www.ece.org/>**

Notes: It is the applicant's responsibility to verify the status of his or her application with the Office of Student Services to ensure that their portfolio is complete and verified.

All materials in student applications are the property of the School and will not be returned. Applications are retained for a period of two years.

Co-requisite Courses (can be transferred into the program)

- Upper Division English (3 credits)
- Geopolitics of Health Care (3 credits)
- Information Literacy & Technology (3 credits)
- Upper Division Language (3 credits)
- Pathophysiology (3 credits) – taken in last 5 years
- Group Dynamics (3 credits)
- Abnormal Psychology (3 credits)
- Speech (3 credits)
- Statistics (3 credits)

Transfer Credit Policy

- 30 semester hours of nursing credit granted for prior learning validated by the successful completion of the NCLEX-RN exam and RN licensure.
- Minimum residency requirement – 27-32 nursing credits.
- Maximum number of credits transferable – 90 credits.
- Comparable liberal arts and science courses accepted for transfer credit on a case-by-case basis.
- National Certification in a Specialty may be accepted in lieu of “Nursing in

Continued

a Clinical Specialty,” (Elective Course/ NSG 404/5 credits). A list of eligible certifications follows later in this section. Note that certification **must** be documented on admission and prior to enrollment; otherwise the Nursing in a Clinical Specialty course (NSG 404) must be taken.

Official transcripts from all schools attended must be submitted with the application, or sent directly to the Office of Student Services for review. A Transfer Credit Assessment Form will be generated for each student accepted into the program. Prior to enrollment, students must review the Transfer Credit Assessment Form, indicate any courses in progress, and sign off on the form, acknowledging that the form includes all of the transfer credits awarded to the student by PSOS. The Transfer Credit Assessment Form will be revised accordingly when official, updated transcripts are received by PSOS. Once a student is enrolled, it is expected that all courses required for the degree will be completed at the School. Students should be aware of the financial aid implications of taking a challenge exam for course exemption.

Acceptance

1. Applicants are selected following a comprehensive assessment of their previous academic achievement and personal and professional experiences.
2. Based upon an evaluation of the candidate's academic credentials and past achievement, all candidates will receive a decision from the Admissions Committee in writing.

All accepted candidates must:

- submit a \$500.00 non-refundable enrollment deposit by the deadline stated in the decision letter; otherwise, acceptance will be canceled;
- enroll for a minimum of six credits per semester — and, once enrolled, complete all required courses for the degree at the School;
- possess a laptop computer to be used during the program;
- successfully complete a required health clearance from the Department of Employee Health at MSBI; and
- successfully complete a background investigation and drug screening (separate fee).

Admission Deferment

Students unable to register for classes in the semester for which they are accepted may opt to postpone their admission into the program. Admission deferment requests should be submitted in writing to the Chairperson of the Admissions Committee. Candidates who have been accepted for admission and deferred their entry into the program must reactivate their portfolios and submit a re-entry request in writing at least three months prior to the start of the semester for which they seek admission.

International Students

The school does not enroll non-immigrant international students in its RN-BSN program.

The RN-BSN Program (Bachelor of Science for Registered Nurses) Curriculum

Curriculum Notes

Minimum Credits for Graduation:
122 Credits

- Courses may be completed on a full- or part-time basis.
- 15 hrs. Theory = 1 credit
- 30 hrs. Lab/Clinical = 1 credit
- Students are required to take a minimum of six credits per semester.
- Residency Requirement:
27-32 nursing credits in nursing

**Eligible for Transfer Credit*

***National Certification in a Specialty
Area may be eligible for transfer credit*

The curriculum is designed to be completed in three to five semesters. The curriculum is continuously updated to reflect changes in nursing education, practice and research. It is the student's responsibility to complete all courses necessary for the Bachelor of Science in Nursing (RN-BSN) Degree. In addition, the School may offer elective and/or independent study courses on a semester-by-semester basis. Students will be notified of the availability of such courses prior to registration deadlines. The School reserves the right to cancel a class due to insufficient enrollment.

Academic Calendar

The academic calendar is distributed under separate cover.

RN-BSN Master Curriculum Plan

Semester 1	Credits
NSG301 Nursing Research & Evidence-Based Practice	3
NSG302 Pathophysiology*	3
NSG303 Health Assessment	3
NSG406 Interprofessional Communication	3
INL302 Information Literacy & Technology*	3
SPE201 Public Speaking*	3
Total = 9 - 18	
Semester 2	Credits
NSG401 Nursing Issues in Caring for At-Risk Communities	5
NSG205 Pharmacology*	3
NSG405 Applied Ethics in Nursing	3
MAT301 Statistics*	3
Total = 8 - 14	
Semester 3	Credits
NSG307 Geopolitics and Health Care Policy	3
ENG301 Professional Writing*	3
NSG404 Nursing in a Clinical Specialty**	5
Total = 3 - 11	
Semester 4	Credits
PSY200 Group Dynamics*	3
NSG402 Nursing Leadership and Management	4
PSY300 Abnormal Psychology*	3
SPA100 Spanish for Health care*	3
Total = 4 - 13	
Semester 5	Credits
NSG409 Nursing Capstone	3

Minimum Credits for Graduation: 122 credits

Nursing Elective Courses

Course #	Course Name	Credits
NSG404	Nursing in a Clinical Specialty	5
NSG407	International Nursing	3
NSG501	Genetic Issues in Patient Care	3
NSG502	Using the Arts to Enhance Clinical Care	3
NSG503	Nursing Informatics in Clinical Practice	3
NSG504	Nursing Education: Approaches to Classroom & Clinical Teaching	3
NSG505	Leadership and Professional Development Strategies For Nursing	3

An Independent Study Project (of 1 to 3 credits) may be available to those students who: (1) have completed NSG301 (Nursing Research & Evidence-Based Practice) and INL302 (Information Literacy & Technology); and (2) have achieved a GPA of 3.00 or better. Independent study proposals should be discussed with the BSN Program Director and the student's academic adviser. Proposals must be approved by the Assistant Dean for BSN Programs in the semester before the student expects to enroll in the course. Students may earn a maximum of 6 credits for independent study during their period of enrollment.

Credit for Experience

The School will award baccalaureate nursing degree credits for the following nursing certifications, up to a maximum of five credits. Credits earned by certification are accepted for NSG404 Specialty Nursing Course. Evidence of successful national certification must be submitted to the Office of Student Services as part of the enrollment application.



Group	Certification Received	Credits Awarded
Academy of Medical-Surgical Nurses Comprehensive standardized exam and a minimum of two calendar years as a registered nurse (RN) in a medical-surgical setting and have accrued a minimum of 2,000 hours within the past three years of practice in a medical-surgical setting.	Certified Medical-Surgical Nurse	5
AACN Certification Corporation Comprehensive 3 hour exam and requires 1,750 hours in direct bedside care of acutely and/or critically ill patients during the previous two years, with 875 of those hours accrued in the most recent year preceding application.	Certification for Adult Critical Care Nurses (CCRN Adult) Certification for Neonatal Critical Care Nurse (CCRN Neonatal) Certification for Pediatric Critical Care Nurses (CCRN Pediatric) Certification for Progressive Care Nurses (PCCN)	5 5 5 5
American Association of Diabetes Educators Comprehensive standardized examination and minimum of 15 clock hours of continuing education activities applicable to diabetes within the two (2) years prior to applying for certification and a minimum of 1000 hours of DSME experience with a minimum of 40% of those hours (400 hours) accrued in the most recent year preceding application.	Certified Diabetes Educator	5
Association of Perioperative Nursing Comprehensive standardized exam and working full-time or part-time in perioperative nursing in the area of nursing education, administration, research or clinical practice and completion of a minimum of 2 years and 2,400 hours of experience in perioperative nursing, with a minimum of 50% (1,200 hours) in the intraoperative setting.	Certified Perioperative Registered Nurse	5
American Board of Neuroscience Nursing Comprehensive standardized exam and 2 years of full-time (or 4,160 hours) experience in either direct or indirect neuroscience nursing practice during the past 5 years.	Certified Neuroscience Registered Nurse Certification (CCRN)	5
American Board for Occupational Health Nurses, Inc. Comprehensive standardized exam and 3,000 hours in occupational health in the past five years; OR a completion of a certificate program in occupational health nursing for academic credit.	Occupational Health Nursing Case Management Specialty Extension of the COHN Certification	5 5
American Board of Perianesthesia Nursing Certification, Inc. ABPANC Comprehensive standardized exam and a minimum of 1,800 hours of direct perianesthesia clinical experience during the two (2) years prior to application.	Certified Post Anesthesia Nurse (CPAN) Certified Ambulatory Perianesthesia Nurse (CAPA)	5 5

Continued

Group	Certification Received	Credits Awarded
American Nurses Credentialing Center Comprehensive standardized exam and a minimum of 2,000 hours of clinical practice in the specialty area of nursing within the last 3 years and two years full-time as a registered nurse and have completed 30 hours of continuing education in the nursing specialty within the last 3 years.	Certified Gerontological (ADN) Nurse Psychiatric and Mental Health Nurse Generalist and other certifications that meet similar ANCC requirements	5 5
Association of Rehabilitation Nurses Comprehensive standardized exam and at least one of the following at the time of application: within the five years preceding the examination, completion of two years of practice as a registered professional nurse in rehabilitation nursing; OR within the five years preceding the examination, completion of one year of practice as a registered professional nurse in rehabilitation nursing and one year of advanced study (beyond baccalaureate) in nursing.	Certified Rehabilitation Registered Nurse (CRRN)	5
National Board for Certification of Hospice and Palliative Nurses Comprehensive standardized exam and at least 2 years of experience (recommended) in hospice and palliative nursing practice.	Certified Hospice and Palliative Nurse (CHPN)	5
Board of Certification for Emergency Nursing, Emergency Nurses Association Comprehensive standardized exam and two years of experience in emergency nursing (recommended).	Certified Emergency Nurse (CEN)	5
National Certification Corporation Comprehensive standardized exam and two years (24 months) of experience comprised of at least 2000 hours of practice time in one of the specialties offered.	Inpatient Obstetrics Nursing (RNC-OB) Maternal Newborn Nursing (RNC-MNN) Low Risk Neonatal Nursing (RNC-LRN) Neonatal Intensive Care Nursing (RNC-NIC)	5 5 5 5
Oncology Nursing Certification Corporation Comprehensive standardized exam and a minimum of one year (12 months) of experience as an RN within the three years (36 months) prior to application, and a minimum of 1,000 hours of adult oncology nursing practice within the two-and-one-half years (30 months) prior to application, and completed a minimum of 10 contact hours of continuing nursing education or an academic elective in oncology nursing within the three years (36 months) prior to application.	Oncology Certified Nurse (OCN) Certified Oncology Nurse (CPON)	5 5
Pediatric Nursing Certification Board Comprehensive standardized exam and 1800 hours of pediatric clinical practice within the past 24 month period in a pediatric nursing specialty.	Certification in Pediatric Nursing (CPN)	5

The RN-BSN Program

(Bachelor of Science for Registered Nurses)

Course Descriptions

NSG205 Pharmacology - 3 credits (Class-45 hours)

General principles of pharmacology, mechanisms of drug actions, biotransformation, drug characteristics and interactions are discussed. Major classifications of drugs are presented in relation to therapeutic use.

NSG301 Nursing Research and evidence-based Practice - 3 credits (Class-45 hours)

The steps of the research process are presented to provide students with the basis for evaluating research, designing research projects and the application of research in clinical practice. Legal, ethical and political issues will be discussed as well as an overview of the role of institutional review boards and their role in protecting human participants. Special emphasis will be placed on quality initiatives, patient satisfaction and issues of diversity. *Co-requisites: INL302, MAT301*

NSG302 Pathophysiology - 3 credits (Class-45 hours)

This course focuses on the physiologic changes that participate in disease production. These alterations are examined at the cellular, organic and systemic levels. Emphasis is placed on

the body's attempt to compensate for these changes.

NSG303 Health Assessment - 3 credits (Class-45 hours)

Students will build on their basic physical assessment skills of adults to learn to conduct a thorough history and physical exam, including recognizing normal variations, common abnormalities and potential problems. Class will be conducted in the nursing skills lab and include lectures, skills demonstration by faculty, and peer skills practice. Readings and audiovisual materials will be assigned to supplement class time. *Pre/co-requisite: NSG302*

NSG307 Health Policy and Geopolitics and Health Care Policy - 3 credits (Class-45 hours)

This course examines the social, political, historical and economic events that have shaped health care from the late 1800's to the present in this country and internationally. It addresses the connections between a society's wellness (its physical, emotional, mental, spiritual, interpersonal and environmental state of being) and its ability to function and coexist amicably with other global citizens.

NSG401 Nursing Issues in Caring for At-Risk Communities - 3 credits (Class-45 hours)

NSG401a Nursing Community Practicum – 2 credits (Clinical 60 hours)

The course will provide an overview of the aged and other vulnerable residents in the community setting. Emphasis will be placed on identifying challenges within selected at-risk communities to seek methods to overcome such

challenges as enhancing health promotion, disease prevention, illness care, restoration, rehabilitation, health counseling, education, spiritual care and client advocacy. The student will assess a community and select an area identified as lacking in resources.

Pre/co-requisites: NSG301, NSG302, NSG303, NSG 205

NSG 402 Nursing Leadership and Management - 4 credits (Class 60 hours)

Students will explore theories, models and principles of nursing leadership and management in a variety of settings. The course utilizes Benner's framework of knowledge in comparing and contrasting the functions, responsibilities and expectations of the roles of leader and manager. Emphasis will be placed on professional practice issues, the current health care environment, the use of research and evaluation, and legal/regulatory issues. The clinical practicum experience will provide students with an opportunity to observe, reflect upon, assess and identify specific management/leadership issues in their assigned placement. Students will be required to develop an evidence-based project in collaboration with their clinical preceptor that relates to the course objectives. *Pre/co-requisites: NSG301, NSG302, NSG303*

NSG404 Nursing in A Clinical Specialty – 5 credits (Class 45 hours; Clinical 60 hours) - Elective

This course builds upon the nursing theory and practice learned in basic nursing education. The course provides an opportunity for students to advance their knowledge and clinical skills in

Continued

the focused area of a clinical specialty. Specialty options may include: Critical Care/ED, Peri-operative Nursing; and Community/Home. Students provide direct patient care under the supervision of nurse preceptors who guide their development. *Pre-requisites: NSG205, NSG301, NSG302, NSG303*

NSG405 Applied Ethics in Nursing - 3 credits (Class 45 hours)

Students will expand their knowledge of theories, models and principles of ethical decision making in nursing situations across the lifespan, in a variety of settings. The course utilizes an epistemological framework based on the work of Bayliss Webber that incorporates nursing knowledge, meaning, values, skills, and experience (KMVSE). Selected ethical issues and dilemmas encountered in health care delivery systems and nursing practice will be explored. *Pre/co-requisite: NSG301*

NSG406 Inter-professional Communication - 3 credits (Class 45 hours)

The course builds on inter-professional teamwork providing an overview of the history of inter-professional communication and practice from the establishment of the nursing profession to current times. The principles of collaboration, communication, and care coordination are explored in depth. *Pre/co-requisite: NSG301*

NSG407 International Nursing – Elective - 3 credits (Class 45 hours)

The course provides advanced theories and principles related to the delivery of nursing care in selected global settings and/or with selected patient populations.

The student will gain an overview of global health in preparation to practice in a variety of settings. An overview of strategies that promote the health of nations will be examined including infectious diseases, chronic diseases, and the complex factors that affect the health of countries such as health care delivery systems, war, religion, politics, culture, and the environment.

Pre/co-requisite: NSG301

NSG409 Nursing Capstone - 3 credits (Class 45 hours)

The Capstone course requires the student to demonstrate the competencies consistent with the program outcomes. The student will have the opportunity to display his/her knowledge and expertise in selected areas of nursing, including but not limited to specialty clinical nursing practice, nursing leadership, nursing education, and community health nursing. Course requirements will include an evidence-based project that is selected by the student. The completed project will be displayed as a poster presentation followed by a paper describing how the outcomes were attained. *Pre-requisites: All other nursing courses in the curriculum*

NSG501 Genetic Issues in Patient Care – 3 credits (Class 45 hours) Elective

This course introduces the student to advances in the field of genetics and genomics and the application and impact of these advances to patient care. Since many options for patient care now include genetics (the study of individual genes) and genomics (the study of all the genes in the human genome) information, the course will focus on the application of

these for disease prevention, screening, diagnosis, selection of treatment, and monitoring of treatment effectiveness. The student will research anticipated future findings and their expected impact on patient care. *Pre/co-requisite: NSG301*

NSG502 Using the Arts to Enhance Clinical Care – 3 credits (Class 45 hours) Elective

This course integrates concepts of nursing clinical care with interdisciplinary learning activities in the humanities, developed from the disciplines of history, literature, religion, philosophy, and the fine arts including music, painting, sculpture, drama and film. The course utilizes teaching/learning strategies and evaluation methods to hone reflective/observational abilities of the student. It also allows student translation of their reflective and critical thinking abilities into sensitivity to patient concerns and enhanced clinical skills.

Pre/co-requisite: NSG204, NSG405, NSG307, MAT301, NSG300, NSG301

NSG503 Nursing Informatics in Clinical Practice – 3 credits (Class 45 hours) Elective

This course develops an understanding of the role of nursing information systems and technology within a health care organization. It examines the business and technical issues associated with the selection, deployment, and use of health informatics in the clinical and back office areas. For this course, Nursing Informatics is defined as the convergence of information technology, information management, and health care, at various levels, ranging from simple data gathering to the design and implementation of new nursing care

information systems. *Pre/co-requisite:* NSG301

NSG504 Nursing Education: Approaches to Classroom and Clinical Teaching – 3 credits (Class 45 hours) Elective

The focus of this course is the exploration of principles and the practice of teaching and learning integral to clinical nursing education. Identification of the role of the Nurse Educator with diverse learning styles and needs within a variety of clinical settings is incorporated. *Pre/co-requisite:* NSG301

NSG505 Leadership and Professional Development Strategies for Nursing - 3 credits (Class 45 hours) Elective

This course will expose students to the principles of organizational culture, dynamics, mission, vision, values, and goals as it impacts nursing. Additionally, students will learn current theories of change management and resource management for nursing practice. They also will explore change agent roles in project management and processes. *Pre/co-requisite:* NSG301

ENG301 Professional Writing – 3 credits (Class 45 hours)

This foundation course will fine-tune the nurses' basic writing skills and prepare them for the types of writing necessary for registered nurses. Writing as both a conceptual activity and a mechanical act will be jointly addressed.

INL302 Information Literacy and Technology - 3 credits (Class- 45 hours)

This course provides an overview of information literacy and explores the

principles of fundamental research, evidence-based nursing practice and proper usage of appropriate citation style, as skills to be utilized by nurses. Information literacy skills will be integrated with strategic searching, evaluative research and communication endeavors. *Co-requisite:* NSG301

MAT301 Statistics - 3 credits (Class 45 hours)

This foundation course aims to equip students with the basic knowledge of the principles of statistical analysis. The concepts of data analysis including probability, hypothesis testing and regression intervals will be explored. Students will utilize these concepts to master statistical problems related to health care policy, genetics, bioinformatics and other related topics. *Co-requisite:* NSG301

PSY200 Group Dynamics – 3 credits (Class 45 hours)

This course provides an overview of the group dynamics inherent in small group interactions. Didactic and experiential techniques are used to explore the stages of group development, decision-making techniques, group problems and problem-solving, resolution skills, group norms, structures, leadership authority, cultural sensitivity and the intra- and interpersonal dynamics that occur within small groups.

PSY300 Abnormal Psychology - 3 credits (Class 45 hours)

This course provides an overview of various forms of psychopathology, including addictive, anxiety, childhood, dissociative, impulse control, mood, organic, personality,

psychophysiological, schizophrenic and sexual disorders. Based on a review of contemporary research findings, discussion will focus on relevant theories and approaches for understanding, diagnosing and treating psychological disorders.

SPA100 Spanish for Health care Professionals - 3 credits (Class 45 hours) Elective

This course empowers nursing students with Spanish literacy skills so that they may communicate with Spanish-speaking patients, their families, and other health care providers. Organized by medical systems addressing patients' chief complaints, the course content will integrate Spanish grammar and vocabulary knowledge into communicatively-focused activities. The stress, intonation, rhythm, and articulation patterns of Spanish will also be highlighted.

SPE201 Public Speaking – 3 credits (Class 45 hours)

This course focuses on the development of public speaking skills in general with an emphasis on conducting presentations in the health care setting. Students will strengthen their abilities in speaking in front of a group and learn how to tailor their oral message for different audiences. Issues related to the delivery of speech, such as pitch, articulation, pauses, and volume will be highlighted. Non-verbal communication, clarity, repetition, and simplicity of expression will also be incorporated.

The Accelerated Bachelor of Science in Nursing (ABSN)



ABSN Class Spring 2019

Program Overview

Length of Program: 4 semesters

Application Open:

September 1

Application Close:

February 1 (Summer)

April 1 (Fall)

The Accelerated Bachelor of Science in Nursing (ABSN) is designed to meet the ever-changing needs of today's nurses. The ABSN is a fast track, blended program with start dates in the Summer and Fall semesters. The program is perfect for students committed to earning their BSN in 15 months of full-time study. The curriculum includes a blend of clinical and classroom education to ensure that our ABSN students are well-prepared for the licensing examination (NCLEX-RN) and for clinical practice. Hands-on clinical practice is an integral part of the curriculum.

Student Learning Outcomes

Upon completion of the program, the graduate will be able to:

1. Achieve a liberal education by applying principles from the sciences, arts and humanities to patient-centered nursing practice.
2. Apply knowledge and skills in basic organizational and systems leadership, quality improvement and patient safety, to provide high quality health care.
3. Demonstrate scholarship for evidence-based practice by integrating best current evidence with clinical expertise in delivering safe, quality care to diverse individuals, families and communities.
4. Implement health care information technologies in the management of quality patient care.
5. Define the current health care policy, finance and regulatory environments and how these entities influence the nature and functioning of health care systems and consideration for practice.
6. Demonstrate effective interpersonal communication and collaboration with inter-professional teams to improve patient health outcomes.
7. Demonstrate health promotion and disease prevention interventions at the individual and population levels in order to improve patient health outcomes.
8. Demonstrate professionalism and professional values that include altruism, autonomy, human dignity, integrity, social justice and lifelong learning.
9. Practice as a baccalaureate nurse generalist with patients across the lifespan and across the continuum while respecting the variations, complexity and resources needed for care of patients.

Program Goals/Outcomes

1. A minimum of 75% of students entering the program will successfully complete the program within six academic semesters (150% of the expected completion time).

Date of Entry	Number of Students Began	Graduated in 15 months	Graduated in 2 years*	Totals	Percentage
May 2017	36	23	6	34	94%
January 2018	39	33	5	37	95%
August 2018	50	42	8	50	95%

* 150% of normal completion time

2. Graduates' licensure exam pass rates (for first-time test takers) will be at or above the state and national means (averages)

Year	State Average	National Average	Program Average
2018	81.2%	85.6%	84%
2019	85.1%	91.2%	100%

3. A minimum of 80% of the graduates will obtain employment as registered nurses within twelve months of graduation.

Year	Percentage Employed
2018	92%



Admissions Philosophy and Policy

Applicants are selected following a holistic review of their application, which includes but is not limited to their previous academic achievement and potential aptitude, standardized test scores, prior work experience, and recommendations. Students are admitted without regard to age, race, color, sex, religion, ethnic origin, marital status, sexual orientation, gender identify, gender expression, veteran status, qualified disability, or any other characteristics protected by law.

Admission Requirements

A. Verified NursingCAS application: <https://nursingcas.liaisoncas.org/apply/>

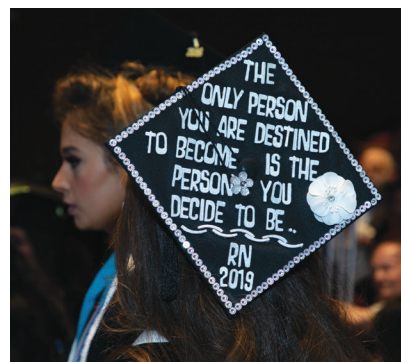
B. Bachelor's degree in a field other than nursing from a nationally or regionally accredited institution:

- Official transcript from each institution attended- must be mailed from the issuing institutions registrar's office directly to Nursing CAS.
- Applicants are required to list all institutions attended on their application even if a degree was not awarded.
- Applicants must input college-level course work, including courses currently in progress, from every institution previously attended.
- Applicants with international transcripts should refer to the "Additional Requirements for International Transcripts" section below.

C. Minimum Cumulative GPA of 3.25.

D. Minimum Prerequisite GPA of 3.0 in the following courses:

1. Chemistry with Lab, 4 credits (taken within the last five years)
2. Human Anatomy and Physiology I with Lab, 4 credits (taken within the last five years)
3. Human Anatomy and Physiology II with Lab, 4 credits (taken within the last five years)
4. Microbiology with Lab, 4 credits (taken within the last five years)
5. Nutrition, 3 credits (taken within the last five years)
6. Human Growth & Development, 3 credits
7. Ethics, 3 credits
8. General Psychology, 3 credits
9. Statistics, 3 credits



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- All prerequisite courses must be completed prior to admission with a grade of C or higher.
 - Only one prerequisite course failure may be repeated (grade of C- or below).
 - Applicants may be offered conditional admission while in the process of completing remaining prerequisite courses or degree requirements. However, all prerequisites and degree requirements must be completed prior to the start of the program.
 - Science prerequisite courses must be taken within the last 5 years (as detailed above).

E. Official high school transcript or copy of GED score.

F. Two letters of recommendations - One from an academic source and one from a professional source.

G. Essay Questions - Answer all 3 questions in 150 to 200 words each:

1. As you consider entering a licensed profession, explain how you define professionalism and ethical behavior based on the ANA code of Nursing.
2. Detail challenges in today's U.S. Healthcare System and how nurses can create a positive impact.
3. Describe how you believe your previous career, experience, and/or education will shape your future in nursing.

H. Current resume: Include work and volunteer experience, awards, professional organizations and academic history.

I. Current Basic Life Support (BLS) for Health Care Providers Certification:

Only BLS certification from the American Heart Association is accepted and must be obtained prior to starting the ABSN program.

J. Additional Requirements for Non-US Citizens and Non-US Residents:

- Submit copy of passport or permanent resident card (USCIS Form I - 551).
- All applicants who have attended a school, college or university outside of the United States must have the International transcripts or diplomas (if applicable) evaluated through a NACES approved evaluation service:

<https://www.naces.org/members>

Application and Admission Guidelines

Applicants are only permitted to apply to one (1) program at Phillips School of Nursing during the same application cycle (i.e., the same semester).

Admission is granted subject to passing of all conditions stated in the Acceptance Package. This includes a background clearance, a passing drug test, valid immunizations (including flu vaccination), and complete financial registration. The ABSN program includes several clinical rotations, which require that students have a background report without any infractions. If a student's background report contains any infractions, regardless of how they were resolved or adjudicated, he/she will not have cleared the background check and the conditional admission will be withdrawn.

Please note that student admissions are conducted on a case-by-case basis and the Admissions Committee reserves the right to waive any requirement or request additional information from applicants.

Note: It is the applicant's responsibility to verify the status of his or her application with NursingCAS to ensure that their portfolio is complete and verified.

All materials in student applications are the property of the School and will not be returned. Applications are retained for a period of two years.

Basic Life Support Program

All students are required to complete a basic life support (BLS) course for health care providers offered by the American Heart Association prior to enrollment. The required BLS course is offered by Mount Sinai Beth Israel. Please contact the CPR Office at (212)-420-4503 for more information.

Transfer Credit Policy

- 35 credits granted for prior bachelor's degree
- 31 credits granted for required prerequisite courses
- Residency requirement: 48 to 54 nursing credits dependent upon possible transfer credits for comparable Pathophysiology (3 credits) and Pharmacology (3 credits) courses. In order to transfer a course in Pathophysiology and/or Pharmacology, the student must have achieved a grade of C+ or above within the past five years from an accredited institution.

Official transcripts from all schools attended must be submitted for Admissions Committee review. A Transfer Credit Assessment Form will be generated for each student accepted into the program. Prior to enrollment, students must review the Transfer Credit Assessment Form, indicate any courses in progress, and sign off on the form, acknowledging that the form lists all of the transfer credits awarded the student by the School of Nursing. Once updated transcripts are received by the school for courses recently completed, the Transfer Credit Assessment Form will be revised accordingly.

The results from CLEP or Excelsior College for pre-requisite courses must be received by the Office of Student Services three (3) weeks prior to the beginning of the program.

Once a student is enrolled, it is expected that all courses will be completed at the School.

Acceptance

1. Applicants are selected following a comprehensive and holistic review of their previous academic achievements, and personal, professional and volunteer experiences.
2. All candidates will receive a decision from the Admissions Committee in writing.
3. All accepted candidates must:

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- Submit a \$500.00 non-refundable enrollment deposit by the deadline stated in the decision letter; otherwise, acceptance will be canceled;
 - Possess a laptop computer to be used during the program;
 - Successfully complete a required health clearance from the Department of Employee Health at MSBI; and
 - Successfully complete a background investigation and drug-screening (separate fee).

Admission Deferment

Students unable to register for classes in the semester for which they are accepted may opt to postpone their admission into the program. Admission deferment requests should be submitted in writing to the Chairperson of the Admissions Committee. Candidates who have been accepted for admission and deferred their entry into the program must reactivate their portfolios and submit a re-entry request in writing at least three months prior to the start of the semester for which they seek admission.

Readmission

Former ABSN students seeking readmission are required to submit a written request to the Chairperson of the Admissions Committee requesting consideration for reacceptance into the program. A candidate applying for readmission must document that the reason(s) for withdrawal have been addressed. Each applicant seeking readmission will be evaluated on an individual basis, and the Admissions Committee will determine eligibility to re-enter the program.

If accepted for re-admission:

- The student must successfully pass all subsequent courses.
- The student is expected to follow the admissions process and meet admission requirements as delineated in the current catalog.
- The student must adhere to all current school policies.

Readmission will be denied to any student who has exhibited unprofessional behaviors, verbally or physically aggressive behaviors towards students, faculty or administration, and/ or has had any violations of the PSOS Code of Conduct. A student dismissed for academic reasons will not be allowed to re-apply.

Official transcripts from all schools attended must be submitted to NursingCAS for Admissions Committee review. A Transfer Credit Assessment Form will be generated for each student accepted into the program. Prior to enrollment, students must review the Transfer Credit Assessment Form, indicate any courses in progress, and sign the form, acknowledging that they agree the form includes all of the transfer credits awarded to the student by PSOS. The Transfer Credit Assessment Form will be revised accordingly when updated, official transcripts are received by PSOS. Once a student is enrolled, it is expected that all courses required for the degree will be completed at the School.

International Students

The school does not enroll non-immigrant international students in its ABSN program.

The Accelerated Bachelor of Science in Nursing (ABSN) Curriculum

Curriculum Notes

Minimum Credits for Graduation: 120 Credits

- 15 hrs. Theory = 1 credit
- 30 hrs. Lab/Clinical = 1 credit

Academic Calendar

The academic calendar is distributed under separate cover.

ABSN Master Curriculum Plan

Courses - Year One	Credits
Semester One	
NSG204: <i>Introduction to the Profession of Nursing</i>	3
NSG205: <i>Pharmacology</i>	3
NSG302: <i>Pathophysiology</i>	3
NSG303: <i>Health Assessment</i>	3
NSG 303A: <i>Basic Skills Lab</i>	1
	Total: 13
Semester Two	
NSG301: <i>Nursing Research & Evidence-Based Practice</i>	3
NSG304: <i>Adult Health Nursing I</i>	6
NSG306: <i>Mental Health Nursing</i>	4
or	
NSG309: <i>Pediatric/Maternal & Newborn Nursing</i>	6
	Total: 13-15
Semester Three	
NSG307: <i>Geopolitics and Health care Policy</i>	3
NSG308: <i>Adult Health Nursing II</i>	7
NSG306: <i>Mental Health Nursing</i>	4
or	
NSG309: <i>Pediatric/Maternal and Newborn Nursing</i>	6
	Total: 14-16
Courses - Year Two	
Semester Four	
NSG401: <i>Nursing Issues in Caring for At-Risk Communities</i>	4
NSG402: <i>Nursing Leadership and Management</i>	2
NSG403: <i>Transition to Practice</i>	4
NSG409A: <i>Scholarship Synthesis</i>	2
	Total: 12
Overall Total Credits = 54	

The Accelerated Bachelor of Science in Nursing (ABSN)

Course Descriptions

NSG204 - Introduction to the Profession of Nursing **3 credits (Class 45 hours)**

This course introduces students to the history and development of nursing as a profession. Key leaders will be studied, including those who address the theoretical basis for nursing research and patient care as well as those who pioneered the development of organizations that provide oversight and standards of nursing. Key aspects of the nursing profession will be discussed including: code of ethics, scope of practice, professionalism, role requirements, and nurses as members of inter-professional communities to achieve optimal patient care outcomes. *Co-requisites:* NSG205, NSG302, NSG303, NSG303A.

NSG205 - Pharmacology **3 credits (Class 45 hours)**

General principles of pharmacology, mechanisms of drug actions, biotransformation, drug characteristics and interactions are discussed. Major classifications of drugs are presented in relation to therapeutic use. *Co-requisites:* NSG204, NSG302, NSG303, NSG303A.

NSG301 - Nursing Research and Evidence-Based Practice **3 credits (Class 45 hours)**

This course provides an overview of how evidence is developed from research, clinical expertise, inter-professional perspectives and patient input. The steps of the research process are presented to provide students with the basis for evaluating research, designing research projects and applying research in clinical practice. Legal, ethical and

political issues will be discussed as well as an overview of the role of institutional review boards and their role in protecting human participants. Special emphasis will be placed on quality initiatives, patient satisfaction and issues of diversity. *Co-requisites:* NSG304, NSG306 or NSG309. *Pre-requisites:* NSG204, NSG205, NSG302, NSG303, NSG303A.

NSG302 - Pathophysiology **3 credits (Class 45 hours)**

This course focuses on the physiologic changes that participate in disease production. These alterations are examined at the cellular, organic and systemic levels across all body systems. Emphasis is placed on the body's attempt to compensate for these changes. *Co-requisites:* NSG204, NSG205, NSG303, NSG303A

NSG303 - Health Assessment **3 credits (Class 45 hours)**

Students will be introduced to basic nursing and health assessment skills through identifying and applying basic facts, principles and concepts. Students will develop basic assessment skills and learn to conduct a thorough health history and physical exam, including recognizing normal variations, common abnormalities and potential problems. Class will be conducted in the nursing skills lab and include lectures, skills demonstration by faculty, and peer skills practice. Readings and audiovisual materials will be assigned to supplement class time. *Co-requisites:* NSG204, NSG205, NSG302, NSG303A.

NSG303A - Basic Skills Lab **1 credit (Campus Lab – 30 hours)**

This course introduces students to Basic Nursing Skills and assists them with identification and application of basic facts, principles, and concepts. Nursing concepts include basic needs for health and commonly occurring variations, including the aging adult. Students are encouraged to use critical thinking and the Nursing Process as a framework for problem-solving. Class will be conducted in the nursing skills lab and include lectures, skills demonstrated by faculty, and peer skills practice. Reading and audiovisual materials will be assigned to supplement class time. *Co-requisites:* NSG204, NSG205, NSG 302, NSG303.

NSG304 - Adult Health Nursing I **6 credits (Class 60 hours; Clinical 60 hours)**

This course builds upon knowledge and skills derived from previous and concurrent courses. Principles of relevant therapeutic treatment modalities including pharmacological, nutritional and surgical interventions are used by students in caring for patients with compromised basic needs, arising from actual and/or potential common health problems. Selected nursing diagnosis categories are introduced, and the student is assisted in applying core concepts when caring for patients in both acute and community settings. Nursing concepts include basic needs for health and commonly occurring variations throughout adulthood, including the aging adult. *Pre-requisites:* NSG204, NSG205, NSG302, NSG303, NSG303A. *Co-requisites:* NSG301, NSG306 or NSG309.

NSG306 - Mental Health Nursing **4 credits (Class 45 hours; Clinical-30 hrs)**

This course focuses on alterations in psychological well-being and the subsequent behavioral responses of patients along the continuum of mental health. Application of the nursing process, critical thinking and caring behaviors are stressed. Emphasis is placed on self-awareness, the therapeutic communication process, ethical-legal issues, theoretical and practice advances in the etiology and treatment of mental illness, and contemporary trends in the practice of psychiatric nursing through the lifespan. Students assess patients' behaviors and interactions in order to identify specific threats to psychological well-being. Students establish, maintain and terminate a therapeutic nurse-client relationship in a mental health setting. Clinical experiences are in both acute care settings and community mental health agencies. *Pre-requisites:* NSG204, NSG205, NSG302, NSG303, NSG303A. *Co-requisites:* NSG301, NSG304 or NSG308

NSG307- Geopolitics and Health Care Policy **3 credits (Class 45 hours)**

This course focuses on the application of geopolitical knowledge and ethical decision making for the student to develop an understanding of policy. Past and current evidence will be used to evaluate health care policy in such areas as global health concerns, health care financing, quality and safety. Ethics, as a value system inherent in health care policy and decision-making, is threaded throughout the course addressing issues such as beneficence, distribution

of resources and determining the greater good. Building on a framework of critical thinking, learners will explore aspects of the history of nursing, health care, and research and will be exposed to simple and complex geopolitical forces and structures at local, state, national and international levels. *Pre-requisites:* NSG204, NSG205, NSG301, NSG302, NSG303, NSG303A.

NSG308 - Adult Nursing Health II **7 credits (Class 60 hours; Clinical 90 hrs)**

This course focuses on the care of selected patients experiencing increasingly complex medical-surgical conditions. The physiological, socio-cultural, developmental and spiritual dimensions of health are considered in prioritizing and implementing nursing interventions to promote health and well-being. The nursing process is used to guide the care of patients and their families along the health-illness continuum from critical care to acute care units to home and community settings. Critical thinking, communication, interdisciplinary collaboration, cultural awareness and patient teaching are woven throughout the course. Pharmacological and nutritional principles are also integrated into this course. *Pre-requisites:* NSG204, NSG205, NSG301, NSG302, NSG303, NSG303A, NSG304, NSG306, or NSG309. *Co-requisites:* NSG306 or NSG309

NSG309 - Pediatric/Maternal and Newborn Nursing **6 credits (Class 60 hours; Clinical 60 hours)**

This course focuses on the care of women and children across the life-

span. The concepts essential to meeting the health care needs of childbearing women, infants, children, families and the LGBT community are introduced. Principles of growth and development are emphasized throughout. Integrated into the course are health care disparities and health care policies as they relate to the individual, family, local community and the global population. Students provide care to women during the normal and high-risk childbearing process. They also provide care to well children and those who have common health problems. Students use the nursing process to provide care in a continuum of acute, ambulatory and other community settings. Simulation experiences are used to enhance clinical learning and develop inter-professional communication and collaboration with the health care system. *Pre-requisites:* NSG204, NSG205, NSG302, NSG303, NSG303A, NSG304, NSG306. *Co-requisites:* NSG301, NSG304 or NSG308.

NSG401 - Nursing Issues in Caring for At-Risk Communities
4 credits (Class 45 hrs; Clinical 30 hours)

This course focuses on the role of community health nurses in utilizing concepts from nursing and public health to develop strategies to provide comprehensive, continuous, preventive health care, thereby promoting health for communities, at risk populations, groups, families and individuals. Emphasis will be placed on identifying challenges within selected at-risk communities in order to seek methods to overcome these concerns such as enhancing health promotion, disease prevention, illness

care, restoration, rehabilitation, health counseling, education, spiritual care and client advocacy. The framework of primary, secondary, and tertiary levels of prevention is utilized in the provision of community and population based care. Students will use critical thinking skills to formulate health care strategies, which consider the bio-psychosocial, cultural, ethical, legal and economic issues impacting the community as a client. The clinical practicum focuses on community as client for individuals, families, groups and populations with diverse needs in a variety of community-based and community-oriented settings. *Pre-requisites:* NSG204, NSG205, NSG301, NSG302, NSG303, NSG303A, NSG304, NSG306, NSG307, NSG308, NSG309. *Co-requisites:* NSG402A, NSG403, NSG409, NSG409A.

NSG402 - Nursing Leadership and Management
2 credits (Class 30 hours)

This course will provide the student with knowledge of leadership and management theories and processes that are critical to the creation of a work environment that is efficient, cost-effective, and committed to quality nursing care. The focus is on understanding the key attributes and skills of highly successful nurse leaders/managers such as effective intra-disciplinary and inter-disciplinary communication, critical thinking, conflict resolution, successful delegation, team building, resource utilization, quality improvement, and leading change in a variety of community and health care settings. The goal of the course is to integrate leadership concepts and

theories into the various roles of the professional nurse, and to promote professional development.

Pre-requisites: NSG204, NSG205, NSG301, NSG302, NSG303, NSG303A, NSG304, NSG306, NSG307, NSG308, NSG309. *Co-requisites:* NSG401, NSG403, NSG409A.

NSG403 - Transition to Practice
4 credits (Class 30 hours; Clinical 60 hours)

This course facilitates the transition of the student to the role of staff nurse by building on the knowledge and skills obtained in the nursing curriculum and integrating these concepts in a variety of diverse practice settings. Principles of management, organizational, cultural and interpersonal relationship are applied in the development of independence. The student's clinical practice is coordinated by faculty and guided by a registered nurse preceptor. There is emphasis on critical thinking, team- building, communication, priority setting, collaborative decision-making and advocacy. Legal and ethical aspects of nursing care are addressed along with issues and trends in nursing practice affecting the delivery of health care and the discipline of the professional practice of nursing. The practicum provides an opportunity for the student to enact professional practice and demonstrate competency in standards of care, application of evidence, professionalism, and safe and legal practice. *Pre-requisites:* NSG204, NSG205, NSG301, NSG302, NSG303, NSG303A, NSG304, NSG306, NSG307, NSG308, NSG309. *Co-requisites:* NSG401, NSG402, NSG409A.



The Phillips Family of Benefactors

NSG409A - Scholarship Synthesis 2 credits (Class 30 hours)

Following the completion of all required theoretical and clinical nursing courses, the Scholarship Synthesis Course requires the student to demonstrate competencies consistent with program outcomes. This course provides the student with an opportunity to display his/her knowledge in a final creative project designed by the student. Projects include, but are not limited to: clinical nursing practice with special populations, nursing leadership, effecting change within a system, patient/family education, prevention approaches across the continuum of care, interdisciplinary collaboration, and community health nursing. The synthesis project builds on knowledge gained from all previous courses to allow students to apply knowledge and skills attained through the program of study.

The scholarly project is based on the student's interest and professional goals.

Pre-requisites: NSG204, NSG 205, NSG301, NSG302, NSG303, NSG 303A, NSG304, NSG306, NSG307, NSG308, NSG309. *Co-requisites:* NSG401, NSG402, NSG403.

Special Programs

Pre Immersion Program

A pre-entry program is offered free of charge to all interested incoming and continuing students. The immersion program consists of workshops that focus on topics including, but not limited to: study and note-taking skills; time management; professional writing; medical terminology; and financial management. Immersion programs have proven to be an effective way to support student success.

Tuition and Fees

RN-BSN Program (Bachelor of Science for Registered Nurses)

Year 1

	Semester 1	Semester 2
Tuition	18 Credits @ \$900/Credit = \$16,200	12 Credits @ \$900/credit = \$10,800
Clinical/Nursing Lab Fee (\$600/course)	\$600	\$600
Technology Fee	\$375	\$200
Student Activity Fee	\$150	\$150
Health Service Fee	\$420	
	\$17,745	\$11,750

Year 1 Total

\$29,495

Additional Fees

- Tuition/Late Fee \$100/month
- Transcript \$10
- Makeup/Retake/Written Exam* \$100
- Makeup Lab/Practical Exam* - \$100
- Clinical/Lab Makeup \$75/hour
- *(mandatory)

Year 2

	Semester 3	Semester 4	Semester 5*
Tuition	11 Credits @ \$900/Credit = \$9,900	13 Credits @ \$900/credit = \$11,700	3 Credits @ \$900/credit = \$2,700
Clinical/Clinical Fee (\$600/course)	\$600	\$600	\$600
Technology Fee	\$375	\$200	\$200
Student Activity Fee	\$150	\$150	
Health Service Fee	\$375		
Senior Fees			\$400
	\$11,400	\$12,650	\$3,900

Year 2 Total

\$27,950

Grand Total

\$57,445

Additional Fees

Course Audit: 50% of Lecture Credit

*The RN-BSN may be completed in three to five semesters (with the Capstone course always in the last semester).

Note: A 10% discount for tuition and fees is offered to Mount Sinai Health System employees, their spouses and/or children (must be employed at the time of admission-documentation of relationship required).

Accelerated BSN Program

Tuition and Fees

	Semester 1	Semester 2	Semester 3
Tuition	13 Credits @ \$900/Credit = \$11,700	13 Credits @ \$900/credit = \$11,700	16 Credits @ \$900/credit = \$14,400
Clinical/Nursing Lab Fee (\$600/course)	\$600	\$1200	\$1200
Technology Fee	\$450	\$450	\$450
Student Activity Fee*	\$150	\$150	\$150
Health Service Fee	\$420		
HESI Fee	\$223	\$60	\$56
	\$13,543	\$13,560	\$16,256
Year 1 Total	\$43,359		

Tuition	12 Credits @ \$900/Credit = \$10,800	<input type="checkbox"/> Tuition Late Fee \$100/month <input type="checkbox"/> Makeup/Retake Written Exam- \$100 (Mandatory) <input type="checkbox"/> Makeup/Lab Practical Exam- \$100 (Mandatory) <input type="checkbox"/> Clinical/Lab Makeup- \$75/hour <input type="checkbox"/> Transcript \$10 <input type="checkbox"/> Course Audit- 50% of Lecture Credit *Includes membership fee to the National Student Nurses Association (NSNA) Note: A 10% discount for tuition is offered to Mount Sinai Health System employees, their spouses and/or children (must be employed at the time of admission-documentation of relationship required).
Clinical/Nursing Lab Fee (\$600/course)	\$1200	
Technology Fee	\$450	
Student Activity Fee*	\$150	
Health Service Fee	\$175	
HESI Fee	\$82	
NCLEX Review Course	\$339	
Senior Fees	\$400	
Year 2 Total	\$13,596	
Grand Total (15 Months)	\$56,955	

Financial Aid

Federal School Code:
006438-00

New York State TAP Code:
6445 for Baccalaureate
Nursing Programs

Phillips School of Nursing offers a comprehensive financial aid program for eligible students. Financial aid is available in the form of scholarships, grants and loans. The basic premise in student financial aid is that the primary responsibility for meeting educational costs rests with the student and the student's family.

The School ensures that all regulations and requirements pertaining to Title IV Federal Family Education Loan and Federal and State Grant programs are rigorously followed. The School regularly refers to reference materials from the U.S. Department of Education, the Higher Education Services Corporation and their websites in order to ascertain that the procedures implemented satisfy program requirements.

Financial Aid Eligibility

To determine eligibility for financial aid, the Financial Aid Officer evaluates student data from the Free Application for Federal Student Aid (FAFSA). Federal regulations are followed to award students any aid. All appropriate verification rules and data match issues must be resolved before awarding any aid. All records are reviewed for consistency with Federal and State regulations.

Cost of Attendance Fall 2020

ASBN First year/ Full-time

Average Cost for an
Independent Student:

Tuition and Fees:	\$42,160
Books & Supplies:	\$3,000
Room & Board:	\$20,000
Transportation & Other Fees:	\$16,200

Total \$81,360

RN-BSN First year/ Full-time

Average Cost for an
Independent Student:

Tuition and Fees:	\$29,495
Books & Supplies:	\$3,000
Room & Board:	\$20,000
Transportation & Other Fees:	\$16,200

Total \$68,695

Financial assistance is awarded to students at Phillips School of Nursing based on demonstrated financial need and/or academic ability. Students who apply by the application filing date, and who demonstrate the highest financial need, are awarded aid before those with less need. Need is determined through the use of Federal methodology calculations, which are based on data submitted by the student to his/her Free Application for Federal Student Aid. As funds are limited, institutional aid will be based on availability.

How to Apply or Renew

Your Financial Aid

To be awarded financial aid at PSN, you must complete your financial aid application by the required due dates. Your application will be processed ONLY if all required documents are received by the deadline dates. If your application is not completed by the required deadline dates, your request for aid will be rejected. Please note that a Deferred Payment Plan may be arranged with the Bursar's Office.

Detailed information on all financial aid programs is available from the Office of Financial Aid on the 4th Floor. The School is not responsible for any changes in financial aid programs, eligibility or application processes made as a result of changes in legislation. In order for the Office of Financial Aid to process an application for aid, the following steps must be completed:

1. Students, parents, and borrowers are required to use an FSA ID, made up of a username and password, to ascertain U.S. Department of Education websites. Your FSA ID is used to confirm your identity when accessing your financial aid information and electronically signing your federal student aid documents. To create a FSA ID, login to: www.studentaid.gov.
2. Complete the Free Application for Federal Student Aid (FAFSA) at <http://www.fafsa.ed.gov/>. The FAFSA is required for the Federal and State grant application, including **PELL**, SEOG, TAP, APTS, Direct Loan Program, Direct Plus Loan Program, Nursing Loan

Program and Phillips School of Nursing Scholarships Programs. If you are a New York State resident, you will be linked from the online FAFSA to the New York TAP application or you can access the application online at:

<http://www.tapweb.org/>.

3. Check for your Student Aid Report (SAR). If you provided an email address on your FAFSA, your SAR will be sent electronically within five days. Without an email address, a paper SAR will be mailed to you. Review the results for accuracy and make any corrections to

<https://studentaid.gov/>

4. Check periodically for materials sent to you by the Financial Aid Office. Complete all forms and provide all information requested by the Financial Aid Office. All correspondence will be sent via email to your student email account. If requested information is not received, then your financial aid application will not be processed; therefore not eligible for any type of aid.

5. Complete the Direct Loans process (You may skip this step if you do not plan to apply for loans) If you plan to borrow a Federal Direct Loan or a PLUS loan, go to <http://www.studentloans.gov/>. Students must complete the entrance counseling and a "multi-year" MPN (Master Promissory Note) for Direct subsidized/unsubsidized loans. Parents must complete an e-MPN for PLUS loan. The Direct Loan and Plus Loan are disbursed to the School in the form of electronic fund transfer and are applied directly to the student's tuition account. If financial aid is in excess of tuition due,

a refund check will be made within 14 days to the student on a semester-by-semester basis.

Award Notification—the Financial Aid Office will process a student award package only when a student's file is complete and accurate. Students are awarded institutional scholarships based on eligibility and the availability of funds. Students will be notified of awards by email.

General Eligibility Requirements for Financial Aid

In general, to be considered for financial aid at Phillips School of Nursing, a student must be:

1. Enrolled for at least 6 credits (for spring and fall semesters);
2. In good academic standing and making satisfactory progress toward degree requirements; and
3. A U.S. Citizen or permanent resident with appropriate documentation for federal and state aid.

Eligibility for federal and state student aid is based on financial need. Need is defined as the difference between the cost of attendance and the student's (and/or parents') expected family contribution (EFC). The cost of attendance will include tuition, fees, rent, board, books, travel, personal expenses, and an allowance for dependent care, if applicable. The student's (and/or parents') contribution includes an expectation from the student's (and/

or parents') income and assets that a student (and/or parent) may have as determined by the FAFSA, as well as a consideration of the number of household members and the number attending college at least half-time.

Types of Aid

The Office of Financial Aid is available to help students who require financial assistance to complete their nursing education. The office will provide personal and confidential counseling and answer all questions regarding the financial aid process. Financial aid data is available upon request; more specific information and applications are sent after acceptance into the program. Financial Aid available to students includes the following:

I. Federal Government Education Assistance Programs

A. Federal Nursing Loan (NSL)

Must complete a FAFSA application

1. Eligibility is based on financial need.
2. Loans generally range from \$1,000.00 to no more than \$2,000.00 per academic year depending upon program funding. Present interest rate is 5%.
3. Repayment begins 9 months after graduation or when the student ceases to be enrolled at least half-time. The maximum repayment period is ten years. A student who receives a Federal Nursing Loan is required to complete a Nursing Loan Master Promissory Note and an Entrance Interview before the loan is disbursed; as well as an Exit Interview before the student graduates

or leaves school.

B. Direct Loans and PLUS (Parent) Loan

1. Completion of a FAFSA and the Institutional Loan Request Form is required by the Financial Aid Office; a Master Promissory Note and Direct Loan Entrance Counseling session is required to be filed on-line at

<https://studentaid.gov/understand-aid/types/loans>. NOTE: Parents must complete a PLUS Master Promissory Note (MPN) for each PLUS loan borrowed.

2. The Direct Subsidized Loan is awarded based on financial need. No interest is charged during the in-school period and grace period because the federal government "subsidizes" the interest during these periods. The interest rate for the 2021-22 academic year is 2.75%.

3. The Direct Unsubsidized Loan is not based on need and is available to all students regardless of income. Interest will be charged from the time the loan is disbursed until it is paid in full. Payment may be deferred, but interest will accumulate throughout the life of the loan. Payment will be capitalized, meaning that interest will be added to the principle amount and then additional interest will be based on that higher principle amount. The interest rate for the 2021-22 academic year is 2.75%.

4. The annual loan limits for undergraduates are based on grade level and dependency status. A borrower who has reached his/her

aggregate loan limit is not allowed to receive additional federal aid.

For details on loan aggregate limits visit the following website:

<https://studentaid.gov/understand-aid/types/loans>.

5. The difference between subsidized and unsubsidized loans: there is no interest on the subsidized loan until the student has graduated or fallen below half time status (below 6 credits). The unsubsidized loan starts to build interest once received by the school.

6. The PLUS (Parent) Loan is available for parents to help pay for their dependent children's education. These loans are not based on need, and eligibility is based on the parent borrowers' credit history.

7. A parent with an adverse credit history is not qualified to get a PLUS loan. In this case, the dependent student is allowed to borrow additional monies from the Direct Unsubsidized Loan program. The amount for which a student qualifies for is determined by grade level.

8. There is an origination fee associated with Direct Loans and PLUS Loans which is deducted by the federal government before the loan amount is disbursed to the school.

9. Repayment of the Direct Loan generally begins six months from the time the student has graduated, left school or dropped below six credits. The PLUS Loan repayment will begin once the loan has been disbursed to the school. A parent borrower can request a deferment. For details on requesting a deferment visit: [https:// studentaid](https://studentaid).

ed.gov/sa/types/loans/subsidized-
unsubsidized. For information on loan
limits, interest rates and repayment
please visit: [https://studentaid.ed.gov/sa/types/loans/subsidized-
unsubsidized](https://studentaid.ed.gov/sa/types/loans/subsidized-
unsubsidized).

For information on loan limits, interest
rates and repayment please visit [https://studentaid.ed.gov/sa/types/loans/
subsidized-unsubsidized](https://studentaid.ed.gov/sa/types/loans/subsidized-
unsubsidized).

II. New York State Financial Aid Assistance Programs

A. Tuition Assistance Program – (TAP)

1. Eligibility is based on student's (and/or spouse/parents') state tax information.

2. The TAP application process begins with the Free Application for Federal Student Aid (FAFSA). HESC will use the FAFSA as part of your online TAP application. Complete your online TAP application at <https://www.tapweb.org>.

3. The student must be a New York State resident who is enrolled for a minimum of 12 credits per semester (full-time status).

4. The maximum TAP award is \$5,165 for the 2021-22 academic year.

B. Aid for Part Time Study- (APTS)

1. Eligibility is based on student's (and/or spouse/parents') state tax information.

2. Must Complete FAFSA and TAP application; and a separate APTS application must be completed for APTS eligibility. APTS Application Forms will be distributed via the Financial Aid Office. These forms should be

completed and returned to the Financial Aid Office for processing.

3. The student must be a New York State resident who is enrolled for 6-11 credits per semester.

4. The award ranges from \$250 to \$1,000 per semester. Maximum award per year is \$2,000 based on available funds

III. Institutional Scholarships

A limited number of institutional scholarships are available at PSN.

Employees of the Mount Sinai Health System and their immediate family (spouse or children) are entitled to a 10% tuition discount upon submission of appropriate documentation (e.g., work ID or a letter from department/human resources).

- Local Programs such as Local 1199 Training and Upgrading Fund
- Veteran Benefits

The School is approved for training in accordance with the provision of Section 1775, Title 38, U.S. Code. Contact the Veterans Administration directly for specifics on individual qualifications.

For a list of other types of federal student aid please visit:

<https://studentaid.ed.gov/sa/types>.

For information and/or resources on financial aid for Native Americans please visit:

<https://finaid.org/otheraid/natamind/>.

Students who are not making Satisfactory Academic Progress,

and those on academic probation, are not eligible to receive institutional scholarships in that semester.

IV. Important Points to Remember

1. Fill out each form in its entirety, according to the instructions provided. Incomplete forms of any sort will not be processed.

2. Check student email account daily.

3. Always keep copies of all forms/ documents for your personal records.

4. After filing, any change or special conditions that significantly affect your financial situation should be communicated to the Financial Aid Office in writing as soon as possible.

5. Tuition is due each semester and you will receive a tuition bill reflecting the amount owed to the school after all financial aid awards have been deducted. Failure to pay tuition may result in late fees, removal from class, registration hold, transcript/document holds, collections. You may establish a payment plan by contacting the Assistant Director for Financial Aid, Gurdeep Sawhney at Gurdeep.sawhney@mountsinai.org.

V. Tuition Payment Procedures

Tuition bills are emailed to students approximately one month prior to the beginning of each semester. Appropriate tuition and fees are expected to be paid in full prior to the beginning of each semester, unless a payment plan is in place. Tuition and all other fees are to be paid at the Office of Financial Aid. Tuition may be paid via personal check, money order, bank cashier's check or credit

card. NO CASH PAYMENTS WILL BE ACCEPTED. An insufficient funds fee will be applied for any returned checks. A late fee of \$100.00 is charged for bills not paid on or before the due date on the bill.

1. Full payment – this is the regular and preferred payment option.

2. Deferred Payment Plan – Deferred payment arrangements must be made with the bursar's office one week prior to the start of classes. A one-time fee of \$25 is charged to set-up a deferred payment plan. A \$100 late fee is charged for EACH installment paid after the due date.

3. A minimum payment of at least one third of tuition & fees is required on or before the start of classes. The tuition balance will be deferred if a payment plan has been established. All financial aid paperwork, including loan applications, must be approved before the start of each semester. If financial aid does not cover the tuition charges in full, the student is responsible for covering the difference.

Cancellation of Classes for Non-Payment

In accordance with State law, payment for tuition and fees is due prior to the start of the term. Students registering in the billing period must pay tuition and fees or defer their bill by signing a Deferred Payment Agreement with the Bursar's Office. Accounts not paid or deferred by the due date may result in cancellation of registration. Past due prior term balances cannot be deferred or paid with financial aid for future terms. Students whose schedules are

canceled may find it difficult or impossible to re-register for the same courses because their seats may have been taken by students on wait lists. Students who register after the billing period and students who have been cancelled who were originally registered during the early registration process must pay estimated tuition and fees or provide proof that they are financial aid recipients prior to being able to access registration.

Refund Checks

Financial Aid Refunds: Refunds of credit balances caused by financial aid exceeding student account charges will be refunded to the student by check. When the refund check is ready at the Bursar's Office, an email notification will be sent to the student to pick up any refunds at the Bursar's Office. Refund checks cannot be disbursed until the first day of classes for the semester. Once the semester has begun, refund checks are usually available ten business days after the aid is placed on the student account.

Credit balances result when the total amount of funds credited to the student's account exceeds the total amount of charges. (Credits refers to payments, loan disbursements, scholarships, etc.). Pending or anticipated funds are NOT eligible for a refund. Once all applicable charges and/or credits have officially posted to the account, and the amount has been reviewed for potential eligibility for a refund, the refund check/funds will be processed accordingly.

Credit balances will be held by the

school across terms within the same award year if the student (or parent borrower if Parent Plus Loan recipient) provides prior written and signed consent/authorization to do so.

Parent Plus Loans: Refunds of credit balances caused by parent plus loans exceeding student account charges will be refunded to the parent by check mailed to the address provided by the parent. If the student wishes to pick-up the Plus Loan refund check, the borrower (parent) must notify the Bursar's Office in writing.

Non-Financial Aid Refunds: If a student account has a credit balance for reasons other than financial aid, the refund will not be generated until after the Add/ Drop period for the semester. This includes overpayments where personal payments combined with financial aid exceed the balance, credit balances due to dropped classes, and other overpayments.

In most cases, credit balances are refunded directly to the student. However some exceptions may apply; for example, when the credit is due to a potential over-award of financial aid, the credit may be held until the Office of Scholarships and Student Aid has reviewed the account. If financial aid is determined to exceed the federal definition of need, the over-award will be refunded to the appropriate financial aid fund. In the case of posting errors, the Financial Aid Office will reverse the error.

Holds/Stops/Financial Clear Holds

The Office of Student Accounts places holds on student accounts when they become past due. Holds are also placed on accounts of students scheduled to graduate to alert them to resolve any debts before graduation. These holds prevent registration and receipt of transcripts and diplomas. The past due amount (or amount due for those scheduled to graduate) must be paid in full for the hold to be lifted. Financial Holds preventing registration are placed on the term record of students who will be registering for classes in the upcoming semester. Financial Holds are manually lifted when the student pays the balance due.

Returned Check Fee

Any payments returned by the payer's bank because of insufficient funds are subject to a \$35.00 returned payment fee. In addition, a hold restricting registration and the receipt of diplomas and transcripts will be placed on the account. This hold will not be released until the returned payment is repaid. PSON reserves the right to observe a 30-day waiting period to ensure that any replacement payment clears. For immediate release of the hold, payment must be made by money order, certified check, or credit card. No cash will be accepted for payments.

Other Expenses

Students are responsible for all expenses related to travel to and from assigned clinical sites. Students are responsible for their housing, meals, textbooks and supplies, uniforms, and personal expenses.

Satisfactory Academic Progress

Federal Regulations require that students must meet certain academic criteria to continue receiving financial aid. Students' academic standing is reviewed at the end of every semester. For certain cases students not meeting the standard may be given a one term financial aid probation semester and receive aid. If the standard is not met at the end of that term no further aid will be awarded. Students should contact the

Financial Aid Office for full details of the standard.

The following charts delineate the School's standards of satisfactory academic progress for the AAS, ABSN and the RN-BSN Programs for the purpose of determining eligibility for financial aid. By the end of each term below, students are expected to have the following criteria met in order to receive financial aid for the next term:

ABSN Full-Time Students

1st Year of Program	Credits Earned	Required Cumulative GPA	2nd Year of Program	Credits Earned	Required Cumulative GPA
1st Semester	13	2.30	1st Semester	54	2.30
2nd Semester	26-28	2.30			
3rd Semester	40-42	2.30			

RN-BSN Full-Time Students

1st Year of Program	Credits Earned	Required Cumulative GPA	2nd Year of Program	Credits Earned	Required Cumulative GPA
1st Semester	12	2.30	1st Semester	44	2.30
2nd Semester	24	2.30			
3rd Semester	37	2.30			



Graduates Working at Mount Sinai

Withdrawals and/or Grades

of Incomplete

Students who withdraw from courses may impact their financial aid awards. Any student who totally withdraws and receives aid is subject to a different refund calculation. Students withdrawing from the School are required to file notice in writing with the Office of Student Services. The amount of tuition to be refunded will be determined based on the date notification of withdrawal is received. If a student withdraws from a course or receives a grade of Incomplete, that student will still be expected to adhere to the quantitative and qualitative standards of the satisfactory academic progress policy stated above.

Maximum Time Frame to Complete the Program

The student must complete the program within a time frame that does not exceed 150 percent of the published length of the program for full-time students. The AAS, RN-BSN and ABSN are four semesters in length; therefore, the maximum time frame to complete the program is six semesters. This standard includes all periods of enrollment, even those for which the student does not receive aid from the Title IV program.

Waivers for Special Circumstances

If a student does not meet the School's standard for satisfactory academic progress, he/she may not receive further financial aid. In cases of extenuating circumstances, the School may waive the satisfactory progress requirement, consistent with federal and state regulations.

Appeal Process

A student may appeal a financial aid decision by submitting a letter along with any requested documentation to the Assistant Director of Financial Aid. Decisions will be made on a case-by-case basis, and the student will receive the decision in writing, within ten working days following submission of the letter of appeal.

Reinstatement of Aid

If a student initially fails to make satisfactory progress but later meets the standards, his or her eligibility for aid will be reinstated for the semester in which he or she regains satisfactory progress. If a student is dismissed from the program for failure to maintain satisfactory progress, the sole means to reestablish eligibility for financial aid is to be readmitted to the School.

Necessity for Repaying Loans

Students are obligated to repay the full amount of their loan(s) even if they: (a) do not complete the program, (b) are unable to find subsequent employment or, (c) are otherwise dissatisfied with the education acquired from the School.

The School will process any Direct Loan program chosen by students. When students borrow money from the Direct Loan Program, they are required to repay that amount plus interest. Repayment will begin six months after graduation or immediately if the student fails to maintain a minimum half-time course load. Entrance and exit counseling services are required for students to receive their loans and to facilitate debt management.

A hold will be placed on a student's academic transcript, if that student fails to complete the Exit Interview Process or has a balance due in his or her tuition and fees account.

Tuition Refund Policy

Any student who withdraws during the semester is liable for all tuition charges and fees. Students who withdraw from courses may be entitled to a refund. The official date of withdrawal determines the refund based upon a pro rata refund policy consistent with federal regulations. Actual days of attendance are utilized in calculating the pro rata refund. If the student receives less Title IV aid than the amount earned, the School will make a disbursement to the student of the earned aid that was not received (post withdrawal disbursement). If however, the student receives more Title IV aid than the amount earned, the School, the student, or both must return the unearned funds in the following order:

- 1.** Unsubsidized Federal Stafford Loan Program
- 2.** Subsidized Federal Stafford Loan Program
- 3.** Federal PLUS Loan Program

4. Any other Title IV Program

Students are expected to withdraw officially, in writing. Students who fail to notify the School and thus unofficially withdraw, and whose withdrawal date cannot be ascertained, will be considered withdrawn effective on the midpoint day of the semester in question. This policy is consistent with federal regulations.

Further information relative to the School's official withdrawal policy can be found in the Academic Policies section of this catalog.

Tuition Liability Schedule for Fall, Spring, and Summer Semesters:

- Week 1 and/or prior- 100% refund (no charge)
- Week 2- refund tuition only, no fees (charge all fees only)
- Week 3- 70% refund (charge 30%)
- Week 4- 50% refund (charge 50%)
- Week 5- 0 (full charge)

Health Requirements

A physical examination will be performed at Mount Sinai Beth Israel prior to enrollment and each year the student is in attendance at the School. Accepted students will receive a Comprehensive Packet of Information regarding health requirements. In addition, applicants must present evidence of all required immunizations or receive the needed vaccines. Accepted students must also pass a toxicology (drug) screening exam as part of the initial health assessment. The annual health service fee includes the cost of initial assessments, any required immunizations (including the meningitis vaccine) through the Department of Occupational Medicine, sick calls, annual compliance, and enrollment in the Student Health Services Network. The correction or stabilization of any existing physical condition requiring professional attention is the

responsibility of the applicant and must be effected prior to enrollment. Students will not be allowed to attend clinical experiences or classes unless all health requirements are met. Students absent due to illness for more than three consecutive days must be cleared by Employee Health Services prior to returning to class/clinical.

Full information regarding health requirements for enrollment may be found in the Student Handbook.

Health Insurance

Students are responsible for securing and maintaining their own health insurance to cover them for medical, emergency and hospital care. New York University's College of Dentistry's Kriser Dental Center also offers a limited dental plan to students (contact **(212)998-9870** for details).

The Student Health Services Network provides:

- Vaccinations and screenings for immunity
- Acute injury/illness care for candidates, such as cold, cough, flu, and sprains/ strains
- Wellness and health education
- Preventative medicine
- Referrals, alcohol and substance abuse counseling
- Confidentiality

The Student Health Services Network is located at Mount Sinai Beth Israel, 317 East 17th Street, 2nd Floor (between 1st and 2nd Avenues). You may call them toll free at **(877)-420-4209** or

(212)-420-2882. Hours of operation are: Monday to Friday 8:00 am to 11:30 am and 1:00 pm to 4:00 pm.

Immunization Against Influenza

All students must be vaccinated against influenza unless a student submits medical documentation of allergy to components of the vaccine or other medical contraindication to the vaccine. Students may be vaccinated in Mount Sinai Beth Israel Employee Health Services or by their private physician (documentation is required). A sticker will be placed on the student's photo ID indicating such vaccination. Those students with medical contraindication to the vaccine are required to wear a mask in the clinical areas. Those students who have not received an influenza vaccine by October 31st of each academic year, or who do not have documentation of medical contraindication, will be suspended from the program.

Academic Policies



The academic policies of the School are designed to ensure that all students meet the School's academic standards for successful program completion and eventual licensure for pre-licensure students. Students are advised to be thoroughly familiar with these policies since they will be accountable for strict adherence to all academic policies, as well as the ethical and legal standards of the School. Full information regarding Academic Policies are detailed in the Student Handbook.

Grading Criteria

Grades are based on a percentage system, as enumerated below. Students receive letter grades as final course grades.

Letter Grade	Numerical Percentage Equivalent	Letter Grade
A	95 - 100	4.0
A –	90 - 94	3.7
B+	86 - 89	3.3
B	83 - 85	3.0
B –	80 - 82	2.7
C+	76 - 79	2.3
C	73 - 75	2.0
C –	70 - 72	1.7
D+	65 - 69	1.3
D	60 - 64	1.0
F	Below 60	0.0

C+ is the minimum passing grade for all other nursing courses, as well as Pharmacology and Pathophysiology

C is the minimum passing grade for all liberal arts and science courses

P (Pass)

I (Incomplete)

W (Withdrawal)

WP (Withdrawal-passing)

WF (Withdrawal-failing)

T (Transfer Credit) not included in calculation of grade point average

How to Calculate the Grade Point Average

At the end of each term, GPAs (Grade Point Averages) are computed for each student. GPAs can be calculated as follows:

1. Multiply the credit value of each course by the quality points corresponding to the letter grade achieved to obtain the course quality points.
2. Follow the same procedure as in (1) for all courses taken and add these figures to obtain a total course quality point value.
3. Divide this sum by the total number of credits taken to obtain the GPA.

Example: A student receives the following grades for courses taken in the Fall Semester:

Course	Grade	Quality Point Equivalent	X	# Credits/ Course		Course Quality Point
NSG 204	B+	= 3.3	X	3	=	9.9
NSG 205	A	= 4.0	X	3	=	12
NSG 302	C+	= 2.3	X	3	=	6.9
NSG 303	B-	= 2.7	X	3	=	8.1
NSG 303A	A-	= 3.7	X	1	=	3.7
			Total:	13 Credits		40.6 Quality Points

40.6 course quality points ÷ 13 credits = 3.12 term GPA.

The cumulative GPA is called the cumulative index (CI) and represents all courses completed in the program.

Recording and Reporting of Grades

In recording the grade for a nursing course, the theoretical grade achieved is the grade recorded for the course, provided the student has passed the clinical component. A failure in the clinical component will result in a failure for the entire course and a grade of "F" will be recorded on the student's transcript. Grades for elective courses are reported and calculated on the student's transcript. A grade of WF is the equivalent of a failure in the course.

Upon successful completion of a repeated course, the grade achieved will be recorded in addition to the failing grade. The cumulative index (CI) will reflect the quality points for all completed courses, passed or failed.

Grade Reports can be downloaded by students at the completion of each semester from the School's Web Portal. Grade reports incorporate liberal arts and sciences as well as nursing grades. Transfer grades and challenge exam grades are not calculated in the GPA or CI.



Repeating Courses

A student may repeat no more than one course during the period of enrollment. A student may not enroll in any course for which the failed course is a pre-requisite until the failed course is repeated and passed. A student who fails a nursing course will be re-registered in the course as soon as feasible. A student who has failed either the theoretical or clinical component of a nursing course must repeat the entire course. Students who fail a nursing course with a clinical component will not be able to register for nursing courses with a clinical component in subsequent semesters until that course is repeated. Only one nursing course may be repeated throughout the program.

Grades of Incomplete

A grade of “I” (Incomplete), may be granted for extenuating circumstances by the instructor of the course. An incomplete grade indicates that the student has not met all course requirements. The incomplete grade must be removed within six weeks, unless the course is a pre-requisite for another course, in which case the student must complete the requirements within two weeks from the start of the next semester in order to remain in the current course. In terminal courses, such as NSG403 (ABSN Program), and NSG409 (RN-BSN program), the ability to remove a grade of incomplete is subject to review by faculty. If the coursework is not completed within the designated time frame, the incomplete grade will be converted to a grade of “F” on the transcript.

Final Course Grades

Once a final course grade has been reported to the Office of Student Services it may not be changed unless an actual error was made in computation or recording of that grade. Except for grades of “Incomplete,” submitted grades are final and may only be changed by the instructor to correct for human error or fraud (plagiarism or cheating). Grades will not be changed for students submitting additional work or materials past the last day of the course (unless the student has a grade of “Incomplete” in the course).

Make-Up Policy and Procedures

Students are expected to take all course exams when scheduled. The procedure to make-up an exam is:

- 1.** The student must inform the instructor and the course coordinator/program director that s/he will be absent at least one hour before the scheduled examination, laboratory or clinical.
- 2.** Student must complete Part A and submit it with the appropriate documentation to the lead faculty/program coordinator for review and approval. Upon receiving the form back with completed Part B, the student must bring the form to the Bursar's office and pay the appropriate fee.
- 3.** The lead faculty/program coordinator reserves the right to decline any request following a review of the request and documentation submitted.

4. The process must be completed within 3 business days of absence. Failure to do so will automatically make the student ineligible for makeup.

Course Withdrawal Policy

Permission to withdraw from a course must be requested in writing by the student to the Director of Student Services using the Enrollment Change Request Form. A student may not withdraw from a course until authorization is granted. Unauthorized withdrawal will be recorded as a "WF" on the student's transcript. If a student withdraws from a course before the second Friday after the first day of class, the student will not be academically penalized for that withdrawal, and the course will not appear on the transcript.

- Students withdrawing before the official "withdrawal without academic penalty" date (see academic calendar) will receive the grade of "W".
- Students who are passing a course and withdraw after the official "withdrawal without academic penalty" date will receive the grade of "WP".
- Students who are failing a course and withdraw after the official "withdrawal without academic penalty" date will receive the grade of "WF" which will be included in computation of the GPA. ("WF" is equivalent to -0- quality points).
- Students who do not officially withdraw from a course and who are absent from class and/or clinical for 4 consecutive weeks will be automatically withdrawn from the course.

The course withdrawal policy, as specified above, will apply.

- Students may not withdraw from a course more than once.
- Withdrawal from any course with a co-requisite requires withdrawal from all co-requisite courses, as well.

Grade Grievance Policy and Procedure

In keeping with the National Student Nurses Association "Student's Bill of Rights," the School allows students to express dissatisfaction which may arise out of any perceived unfair practices or infringement of student rights. The School's Grade Grievance Policy and Procedure is clearly defined in the Student Handbook.

School Withdrawal Policy

Students seeking to withdraw from the School of Nursing must inform the Senior Associate Dean and Professor in writing. Students who do not officially withdraw from the program, but are absent from classes for a period of one month, will automatically be withdrawn from the School and will receive a grade of "WF" for all courses in progress.

Time Requirements for Program Completion

Unless granted an official Leave of Absence by the Senior Associate Dean & Professor, students must register for consecutive semesters in their respective programs.

Although students typically proceed towards their degree by enrolling in classes, they may apply for "Maintenance of Matriculation" status due to extenuating circumstances. Maintenance of Matriculation does not, however, extend the time specified for Program Completion. Program Completion is calculated as 150% of the standard completion time for each program:

- For the ABSN program a maximum of six semesters
- For the RN-BSN program a maximum of six semesters

Students should be aware that Maintenance of Matriculation status may affect their eligibility for financial aid and progression in the program. Maintenance of Matriculation will be limited to two semesters with a fee of \$50.00 per semester. Extensions beyond two semesters must be approved by the Senior Associate Dean & Professor. Otherwise, students will have to apply for readmission to their academic program in accordance with the procedures and policies stated in the School Catalog.

Leaves of Absence

A student requesting a Leave of Absence must submit an "Add/ Drop Form" (available on Moodle) to the Office of Student Services. Prior to approval of the LOA request by the Director of Student Services, the student must attach documentation that a financial aid Exit Interview has been completed, if the student has taken a Federal Nursing Loan and/or a Federal Direct Loan.

A leave of absence may be granted for health or personal reasons for no more than one hundred eighty (180) days. Only one leave of absence may be granted in a 12-month period. However, more than one leave of absence may be granted for limited, well-documented cases due to extreme, unforeseen circumstances. The student is expected to return from Leave of Absence the semester immediately following leave completion. Failure to follow these guidelines will result in dismissal from the program.

Upon return to the program, students must comply with all current policies, curriculum, and health requirements. ABSN returning students must also demonstrate the level of competency required for enrollment in a course (see Audit Policy). If the reason for the leave of absence was medical, clearance from the student's personal physician must be obtained in writing prior to return. The student must then be deemed "Fit for Duty" by the Medical Center's Department of Occupational Medicine.

Attendance Policy

Students are expected to attend all clinical, laboratory and classroom sessions. However, the faculty recognizes that an emergency situation may arise which requires a student to be absent. Students should be aware that frequent, periodic absence or extended absence may result in withdrawal from course(s) and/or dismissal from the School. It is important to be present during face-to-face sessions. Therefore, students who miss more than 30% of in-class sessions with unexcused absence will receive a grade of WF in the course. Students are responsible for knowing the policies in effect for each course



Audit Policy

Students are expected to enroll in nursing courses in sequential order each semester. If a student withdraws from or fails a nursing course, or takes a Leave of Absence for at least one semester, there will be a hiatus in the sequencing of the nursing courses. ABSN and AAS students must then audit the nursing labs prior to resuming their nursing coursework. They will be advised of this schedule before the beginning of the semester.

Progression

Progression from one semester to the next is based on meeting course requirements and expectations and being in compliance with the school's code of conduct. Students are expected to adhere to current policies and to be aware that policies are subject to change during the time between admission and graduation.

Probationary Status

At any point during the semester, a written warning is issued to a student who is at risk of failure for unsatisfactory performance or excessive absence. If substantial improvement does not occur, the student will fail the course(s) and may be withdrawn from the nursing program.

Academic Probation

If a student's GPA falls below 2.3, and that student has not accrued a sufficient number of credits to ascertain academic potential for success, that student may be placed on academic probationary status for up to two subsequent semesters. The student will receive a written notice that he or she is on academic probation. If, after that timeframe, the student's GPA is still below the minimum academic progression standard, that student will be dismissed. Rather than being placed on academic probation, if other negative factors are in place, that student may be dismissed from the program, at the discretion of the Academic Standards Committee, if his/her GPA falls below the School's standard for progression.

Dismissal

A student will be dismissed from the program for unsatisfactory academic performance which may result from any of the following situations:

- A student with two failures during a period of enrollment is not eligible for readmission.
- A failure in NSG204, NSG303 and/or NSG303A in the first semester of the program.
- Failure to achieve the minimum required GPA of 2.3 at the completion of the first semester of attendance or at the end of any subsequent semester thereafter.
- Failure to return to repeat a course as scheduled.
- Unauthorized absence from the program.
- Failure to respond to official school notifications.

The faculty reserves the right to suspend or recommend the dismissal of a student at any time in the program for failure to maintain the safety of the patient.



Code of Ethics for Nurses and Student Code of Conduct

The School's nursing faculty subscribes to the most recently approved American Nurses' Association (ANA) Code of Ethics for Nurses. Students are responsible for learning and adhering to this Code, which is adapted to apply to all students as follows:

- 1.** The nurse/student nurse, in all professional relationships, practices with compassion and respect for the inherent dignity, worth and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
- 2.** The nurse's/student nurse's primary commitment is to the patient, whether an individual, family, group or community.
- 3.** The nurse/student nurse promotes, advocates for and strives to protect the health, safety and rights of the patient.
- 4.** The nurse/student nurse is responsible and accountable for individual nursing practice and determines the appropriate delegation of tasks consistent with the nurse's obligation to provide optimum patient care.
- 5.** The nurse/student nurse owes the same duties to self as to others, including the responsibility to preserve integrity and safety, to maintain competence and to continue personal and professional growth.
- 6.** The nurse/student nurse participates in establishing, maintaining and improving health care environments and conditions of employment conducive to the provision of quality health care and consistent with the values of the profession through individual and collective action.
- 7.** The nurse/student nurse participates in the advancement of the profession through contribution to practice, education, administration, and knowledge development.
- 8.** The nurse/student nurse collaborates with other health professionals and the public in promoting community, national, and international efforts to meet health needs.
- 9.** The profession of nursing, as represented by associations and their members, is responsible for articulating nursing values, for maintaining the integrity of the profession and its practice and for shaping social policy.

Accountability

In preparation for the role of registered professional nurse for its pre-licensure students (and in recognition of the RN status for its RN-BSN students) the School of Nursing requires certain standards of accountability, which are detailed in the Student Handbook.

Graduation Requirements

Upon recommendation of the faculty, the degree of Bachelor of Science with a major in Nursing is conferred upon all successful candidates at the graduation ceremony.

Candidates must meet the following criteria:

1. Successfully complete the requisite number of credits.
2. Maintain a GPA of 2.3 or better.
3. Meet all course and program objectives and maintain the School's standards.
4. Fulfill all financial obligations to the School.
5. Satisfy the residency requirements.

Students in the ABSN programs who meet the aforementioned requirements will be certified to sit for the NCLEX-RN (Registered Nurse licensing examination).

Graduation and Pinning Ceremony

At commencement, graduates are awarded or a Bachelor of Science degree in Nursing. Several awards are presented at graduation to recognize outstanding student performance. A distinguished commencement speaker is chosen by the Graduation Committee to speak to the graduating class. The class valedictorians each offer a graduation address and students are presented with the School pin.

Graduation Honors

All students with a GPA of 3.30 or better will receive graduation honors. The following honors will be noted on the student's transcript:

Honor	GPA
Summa cum laude	3.77-4.00
Magna cum laude	3.54-3.76
Cum laude	3.30-3.53

Honor Society

In 2012, the school established an Honor Society for those students who achieve a GPA of 3.70 or better at the end of their final semester in the program.

Registered Nurse Licensure Requirements

In order to practice as a Registered Professional Nurse in New York State, a candidate must be:

- at least 18 years old
- graduate from a nursing program approved by the State of New York
- meet the requirements of the New York State Board of Nursing
- not be in default of a Title IV loan
- not owe a repayment to the School
- pass the National Council Licensure Examination (NCLEX-RN)

International students should check eligibility with the New York State Office of Higher Education and the Professions.

Any candidate for licensure who has been convicted of a felony will be referred to the New York State Education Department's Office of Professional Discipline for assessment of eligibility prior to the issuance of a license.



White Coat Ceremony 2020

Student Activities and Services



Student Activities

Students are encouraged to participate in activities and take a leadership role in Student Organization. Students from all programs organize for self-government and planning social, community and recreational programs. Class officers and faculty advisors are elected annually, with meetings held periodically when school is in session.

The Student Organization actively participates in community service initiatives such as food and clothing drives, meal preparation at Ronald McDonald House, and walks for health-related charities. In addition, students are encouraged to individually participate in community service programs of their choice.

Students are welcome to give their input on certain faculty committees. The president of Student Organization is invited to monthly Faculty Organization meetings. Students are also selected to participate in Graduation Committee meetings. Students are requested to assist with recruitment activities such as information sessions, scouting initiatives and college fairs throughout the academic year. Student Organization and National Student Nurses Association sponsored activities and events are held on school premises after clearance from the Dean's office.

The student activities fee is used to partially cover the costs of required printed materials, the, guest speakers, workshops and to send student government representatives to student conferences to enhance their leadership capabilities in a professional student nursing organization.

Student Organization

The Student Organization gives all students the opportunity to become involved in various school functions and provides for participation in decisions affecting school policies and curriculum. As a student, you are a voting member of the organization. All officers and senators are elected by you to represent you.

The Student Organization has a representative governing body. Each year the entire student body elects senators. A president, vice president, treasurer and secretary are also elected. The student's first input into Student Organization involves your participation in this election process.

Student's second input comprises of attendance at meetings. The Student Organization holds meetings on an average of once a month and all students are encouraged to attend and participate. This is the student's opportunity to give and receive feedback regarding important aspects of school functioning. In addition, these meetings provide an occasion for students to socialize and work together on various school projects.

How well the school meets the students' needs depends on how much the students become involved. The Constitution and By-laws of the Student Organization may be found in the Student Handbook.

Academic Advisement

Upon admission, each student is assigned a faculty member who will serve as his/her academic advisor. The

assigned academic advisor will meet with these students on a regular basis for the duration of the program. Advisors will make referrals and recommend activities to improve learning outcomes.

Counseling and Wellness Services

There may be times when students have feelings or concerns of a personal nature which s/he would like to discuss confidentially with a professional counselor. Counseling services are available to assist students on an individual basis when these concerns arise. Outside referrals are also available. Confidentiality between the students and counselor is maintained. For a confidential referral please contact Ashni Patel, Director of Student Services at ashni.patel@mountsinai.org.

New Graduate Services

Assistance is available with transition into nursing practice, professional communication, resume writing and interviewing. New job postings are available on Student Resources section on Moodle.

Availability of Student Services

The Office of Student Services will assist with matters related to course enrollment, immigration status, and determination of transfer credit, progress reports and School-sponsored scholarships. A student should see his or her advisor for other academic issues.

Tutoring

Faculty is accessible for clarification of course content by appointment and during their office hours posted outside their door. Tutoring hours will be posted.

Nursing faculty conduct scheduled tutoring sessions which provide an additional opportunity for clarification of previously taught lecture material. These sessions provide a forum for further discussion of content and also allow for clarification of reading assignments. Students are encouraged to attend these sessions in order to maintain an ongoing comprehension of the material as it is being taught. It is expected that students come prepared with questions for maximum benefit. Please note that examination content will not be reviewed during tutoring hours. All tutoring is provided free of charge.

Food Services

Students are responsible for their own meals. The School provides a lounge with refrigerator, microwave oven and vending machines offering light snacks. Light meals and snacks also may be purchased at the Mount Sinai Beth Israel and Mount Sinai Hospital lobby cafes.

School Policies



Nondiscrimination Policy

Phillips School of Nursing, in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Federal Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, and the Americans with Disabilities Act of 1990, does not discriminate on the basis of race, color, ethnic origin, age, sex, veteran status, religion, marital status, sexual orientation, gender identity, gender expression, qualified handicap, or any other characteristic protected by law in any of its policies, procedures or practices. This non-discrimination policy covers admission and access to School programs and activities, including but not limited to academic admissions, financial aid, educational services and student employment. Inquiries regarding this policy should be addressed to Ashni Patel, Director of Student Services and 504/ADA and Title IX Compliance Coordinator in the Office of Student Services, 148 East 126th Street, 1st Floor, New York, NY 10035. You may also reach her by telephone at **917-583-8290** or via email at ashni.patel@mountsinai.org. Information shared is held in the strictest confidence.

Teach Out Policy

Should it become necessary to close the School or a complete program, closure will be accomplished in such a way that the last students enrolled at that time will be able to continue to program completion. Closure plans provide for a "phase out" period during which faculty, staff, student services, and financial aid are available until all students have graduated.

Drug, Alcohol and Smoke Free School Environment

The School of Nursing maintains a drug, alcohol and smoke free environment. The use of alcohol, tobacco, and/or any controlled substance is strictly prohibited within the School area. Smoking is not permitted anywhere within the School facility or in close proximity to the School entrance. All who violate this rule will be subject to disciplinary action, which may lead to dismissal.

Campus Security Act and Title IX Regulations

In accordance with federal regulations, the School is required to collect data on all forcible or non-forcible sex offenses and other acts of sexual misconduct reported by students that occur on the campus. The campus is inclusive of East 125th and East 126th Streets between Lexington and Third Avenues. The Advisory Committee on Campus Safety will provide, upon request, all campus crime statistics as reported to the United States Department of Education. Students' rights and responsibilities (as updated in 2017 by the Violence Against Women Reauthorization Act and Title IX Article 129-B) are delineated in the Student Handbook and on the School's website.

Sexual Harassment

The School is committed to providing an environment free from Sexual Misconduct, sexual assault, sexual harassment, stalking, and other forms of Sexual Misconduct. Such actions can be traumatizing and detrimental to a person's learning experience and

overall health, and have no place in our school community. Sexual Misconduct can be carried out by students, school employees, or third parties. The School will take any and all action needed to prevent, correct, and discipline behavior that violates this standard. Students who believe that they have been subjected to Sexual Misconduct are encouraged to report these incidents. The full policy for Title IX and the procedure to report violations and to have alleged incidents investigated may be found in Student Handbook.

Minors on Campus

The School has an obligation to its students, faculty and staff to conduct its operations and to maintain its facilities in a manner consistent with its mission as an institution of higher education. For this reason, young children should not be brought to campus and may not attend classes with their parent or guardian. Children may visit college offices, other than classrooms and labs, for limited periods of time when their parent or guardian is conducting routine business at the School. Children brought on campus must be directly supervised at all times by their parent(s) or guardian(s).

Uniforms

A lab coat or uniform must be worn for all clinical laboratory learning experiences.

In all situations when a student is representing the school or identified as a student, he/she must meet the dress standards as identified below. The school uniform is the appropriate clinical attire for students of the School of Nursing and should be cared for

and worn with mindful consideration. Students are expected to appear for clinical in complete uniform, including ID badge. The uniform and white shoes should be kept clean and in good condition. For clinical experiences that do not require a uniform (Psychiatry, community activities, etc.), street clothes are worn but must be in keeping with professional appearance.

Full information on the standards required for a professional appearance are available in the Student Handbook. If the student is dressed unprofessionally, he/she will be considered unfit for duty and be asked to leave the clinical setting. The student will then receive an absence for that day.

Transcripts

A written request, accompanied by \$10.00 check or money order payable to "Phillips School of Nursing", must be received by the Office of Student Services in order to process each transcript request. The student must file a "Transcript Request" form which is available on Moodle or the School's website. This request must include the following:

1. Student's name as it appears on his/her record
2. Date of graduation/withdrawal from school
3. Specific address where transcript is to be sent
4. Current address, telephone number and email address

Student Records

All students are required to report any change of name, phone number, email or home address to this office and submit supporting documentation. Substantiating documentation will be required before a name is changed on official school records. The School of Nursing guarantees the student these significant rights by virtue of the Buckley Amendment to the Family Educational Rights and Privacy Act of 1974. This Act has the following purposes:

- a) To protect the privacy of student records by limiting their release with written consent of the student, except in special legal circumstances, and
- b) To allow students to inspect and review their educational records.

Not included among materials to which students have access are these materials:

1. Financial records of a student's parent
2. Letters of recommendation to which a student has waived his/her right of access.

Students have the right to inspect and review their academic records by submitting a written request to the Office of Student Services. In addition, they have the right to request an amendment to their records and to request a hearing (if the request for amendment is denied) to challenge the contents of the educational records on the grounds that the records are inaccurate, misleading or violate their rights.

The School of Nursing adheres to the regulations of the Family Educational Rights and Privacy Act of 1974,

(Public Law 93-380) [as amended].

The law (also known as the Buckley Amendment) provides for students' access to their academic records, permits students to address information which has been recorded and protects the confidentiality of student records by prohibiting release of information without students' written consent. An exception to this occurs with judicial orders and subpoenas, and compliance with audit and evaluation criteria offered federally supported education programs. Other record keeping exceptions are permitted by the Act when an agency providing financial aid requests a report on student academic progress.

Furthermore, in compliance with the Gramm-Leach-Bliley Act of 2000 and the Federal Trade Commission Information Protection Rule of 2003, the School has developed administrative, technical and physical safeguards to ensure the confidentiality of protected student information.

Maintenance of Records

Academic records are maintained either on microfiche or as scanned documents for graduates since the School's inception in 1904. Records for current students in attendance are maintained by hard copy. Financial aid records are maintained for at least three years after the student ceases enrollment, which is in accordance with federal regulations.

Student Identification Cards

Students must wear their student photo ID at all times on the premises of PSN. All new students are issued a photo

identification card from the Medical Center's Security Department. This card must be visible at all times at School or in the clinical setting. A replacement fee of \$15.00 will be charged for lost cards. Students are required to present an authorization letter from the Office of Student Services to be issued a replacement card.

Student Awareness of Policies

Students are expected to be familiar with all policies, requirements and regulations of the School as stated in this catalog and the Student Handbook. No responsibility is assumed for editorial, clerical or printing errors.

Administration and Faculty

**Todd F. Ambrosia, DNP, MSN, APRN,
FNP-BC, FNAP**

Dean

**Laly Joseph, DVM, DNP, CNE, RN-C,
MSN, APRN, ANP-BC, FNAP**

Senior Associate Dean and Professor

Natalie Cline, BA

Director, Business Operations

Noel Davila, BBA

Associate Director, Financial Aid

Linda Fabrizio, BBA

Director, Development and
Communications/PSON Board Liaison

Ashni Patel, BSN

Director, Student Services

Pablo Obando, BFA, MFA

Assistant Director, Academic
Technology and Media

Gurdeep Sawhney, BS, MBA(c)

Assistant Director, Enrollment
Management

Faculty

**Jay R. Horton, PhD, ACHPN, FNP-BC,
CENP**

Senior Faculty

Mary Leban, MSN, FNP-BC

Assistant Professor

Vivian Lien, MSN, RN, CNE

BSN Program Director and Assistant
Professor

Lorraine McGrath, MA, RN-BC

Senior Director of Clinical Affairs and
Associate Professor

Chelsea Rein, MLIS, BLS

Reference and Instruction Librarian

Sarla Santos, MS, RN, CPP-AC

Assistant Professor

Shyla Varghese, MSN, RN

Assistant Professor

Staff

Tuan Le, BS

Student Services Coordinator

Omar Tunnell

Lab Instructor Assistant

Kurt Villcheck

IT Specialist/Simulation Assistant

Phillips School of Nursing

Board of Trustees

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FNP-BC, FNAP (Ex-officio)

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AGACNP-BC, NEA-BC

Beth Oliver, DNP, RN

Sherman Raskin, MA

John Samuels, MA, MPH

John Sardelis, DPH

Jeremy Boal, MD (Ex-officio)

Steven A. Hochberg

Transit

The School is conveniently located close to various transit options, including:

- The Lexington Avenue #4 and #6 to East 125th Street station



Buses:

- The M101 (3rd Avenue route) to East 125th St. and Third Ave.
- The M15-SBS (Select, 1st Avenue route) to East 126th St. and Second Ave.
- The M60-SBS (Select, along Broadway) to East 125th St. and Second Ave.

Metro North:

- Harlem Line to 125th St. & Park Ave.
- Hudson Line to 125th St. & Park Ave.

Parking Garages

162 E 126 St. New York, NY 10035 garage: 1 Minute walk

160 E 125th St. Garage, 177 E 124th St., New York, NY 10035: 1 minute walk

68 E 126th St. parking, 68 E 126th St. New York, NY 10035: 3 minute walk

Accreditation and Affiliations

Accreditation and licensing information is available for review through the Office of Student Services during normal business hours.

HEGIS Codes:

1203.10 (RN-BSN Degree)

1203.00 (ABSN Degree)

Phillips School of Nursing

Registered by:

The New York State Education
Department
Office of Higher Education and the
Professions

State Education Building, 2nd Floor
89 Washington Avenue
Albany, New York 12234
(518)-474-5851

Approved by:

The New York State Education
Department for the Training of Veterans

Institutional Accreditation by:

The New York State Board of Regents
and the Commissioner of Education
New York State Education Department
89 Washington Avenue
Board of Regents, Room 110EB
Albany, NY 12234
Email: RegentsOffice@mail.nysed.gov
(518) 474-5889 or 3852

The baccalaureate degree program in nursing at Phillips School of Nursing at Mount Sinai Beth Israel is accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington, DC 20001, 202-887-6791.

Member of:

American Association of
Colleges of Nursing
Commission of Independent Colleges
and Universities
The National League for Nursing
New York State Council of
Hospital-based Schools of Nursing

Mount Sinai Beth Israel

Accredited by:

The Joint Commission
Accreditation Council for Graduate
Medical Education
Medical Society of New York, in
cooperation with the Accreditation
Council for Continuing Medical
Education



**Mount
Sinai**

*Phillips School
of Nursing*

At Mount Sinai Beth Israel

Phillips School of Nursing at Mount Sinai Beth Israel

148 East 126th Street, 1st Floor

New York, NY 10035

General Information: (212) 614-6110

www.pson.edu



**Mount
Sinai**

*Phillips School
of Nursing*
At Mount Sinai Beth Israel

CATALOG 2021-2022
Addendum #1

The Tuition and Fees Chart for the ABSN Program was revised to correct an error.

Accelerated BSN Program

YEAR ONE	Semester 1	Semester 2	Semester 3
Tuition	13 Credits @ \$900/Credit= \$11,700	13 Credits @ \$900/credit= \$11,700	16 Credits @ \$900/credit= \$14,400
Clinical/Nursing Lab Fee (\$600/course)	600	1,200	1,200
Technology Fee	450	450	450
Student Activity Fee*	150	150	150
Health Service Fee	420		
HESI Fee	223	60	56
Year 1 Total	\$13,543	\$13,560	\$16,256
	\$43,359		

YEAR TWO	Semester 4		
Tuition	12 Credits @ \$900/Credit = \$10,800		<ul style="list-style-type: none"> • <i>Tuition Late Fee \$100/month</i> • <i>Makeup/Retake Written Exam- \$100 (Mandatory)</i> • <i>Makeup/Lab Practical Exam- \$100 (Mandatory)</i> • <i>Clinical/Lab Makeup- \$75/hour</i> • <i>Transcript \$10</i> • <i>Course Audit- 50% of Lecture Credit</i>
Clinical/Nursing Lab Fee (\$600/course)	1,200		
Technology Fee	450		
Student Activity Fee	150		
Health Service Fee	175		
HESI Fee	82		
NCLEX Review	339		
Senior Fees	400		
Year II Total	\$13,596		
Grand Total (15 months)	\$56,955		
<p>*Includes membership fee to the National Student Nurses Association (NSNA)</p> <p>Note: A 10% discount for tuition is offered to Mount Sinai Health System employees, their spouses and/or children (must be employed at the time of admission-documentation of relationship required).</p>			

Revised May 2021



CATALOG 2021-2022

Addendum #2

The Administration, Faculty and Staff listing has been updated.

ADMINISTRATION AND FACULTY

Todd F. Ambrosia, DNP, MSN, APRN, FNP-BC, FNAP

Dean

DNP, University of Miami

MSN, Vanderbilt University

Laly Joseph, DVM, DNP, CNE, RN-C, MSN, APRN, ANP-BC, FNAP

Senior Associate Dean and Professor

DVM, Bombay Veterinary College

DNP, Fairleigh Dickinson University

MSN, Fairleigh Dickinson University

BSN, Fairleigh Dickinson University

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Assistant Director, Academic Technology & Media

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Assistant Director of Enrollment Management/Registrar

FACULTY

Jay R. Horton, PhD, ACHPN, FNP-BC, MPH, CENP

Assistant Professor

PhD, New York University

MSN, Yale University

MPH, Yale University
BS, University of Iowa

Mary Leban, MEd, MSN, APN, FNP-BC, OCN, CNE
Assistant Professor
EdD (c), Drexel University
MSN, Fairleigh Dickinson University
MEd, Grand Valley State University
BSN, Fairleigh Dickinson University

Vivian Lien, MSN, RN, CNE
BSN Program Director and Assistant Professor
MSN, CUNY School of Professional Studies
BSN, CUNY School of Professional Studies

Lorraine McGrath, MA, RN-BC
Senior Director of Clinical Affairs and Associate Professor
MA, New York University
BSN, Wagner College

Chelsea Rein, MLIS, BS
Reference and Instruction Librarian
MLIS, Simmons University
BS, Ithaca College

Sarla Santos, MS, RN, CPP-AC
Assistant Professor
DNP (c), Rowan University
MSN, Mercy College
BSN, Pace University

Shyla Varghese, MSN, RN
Assistant Professor
MSN, Grand Canyon University
BSN, All India Institute of Medical Science

STAFF

Tuan Le, BS
Coordinator, Student Services

Omar Tunnell
Lab Instructor/Assistant

Kurt Villcheck
IT Specialist/Simulation Assistant

Revised June 2021