

UVM DEPARTMENT OF NURSING  
GRADUATE PROGRAM  
HANDBOOK

**2024-**





## History of the Department of Nursing

### Department of Nursing Mission, Vision, and Values

Our mission to prepare 21st century nurses to provide high-quality health care that improves the health and well-being of our communities and global society.

Our vision is to transform and lead healthcare by creating an innovative and inclusive learning environment that prepares nurses to meet the dynamic and diverse healthcare needs of individuals, families, communities, and our planet.

As educators, researchers, clinicians, and scholars, we uphold the following core values:

Lifelong Discovery: To inspire creativity, collaboration, and scholarship.

Social Responsibility: To act as stewards for a diverse, equitable, inclusive, and just community.

Excellence: To lead as professionals with respect, integrity, and compassion.

The Department of Nursing carries out its mission of preparing qualified individuals for professional and advanced nursing practice by offering the following educational programs:

- Bachelor of Science (BS) in Nursing
- Master of Science (MS) in Nursing
- Direct Entry Program in Nursing (MEPN/DEPN; re-Licensure)
- Doctor of Nursing Practice (DNP), Primary Care Nurse Practitioner
- Doctor of Nursing Practice (DNP), Executive Nurse Leader
- Post

health care.  
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In addition, the Graduate College has an ombudsperson program. The Ombudsperson is responsible for providing independent, informal and impartial assistance to graduate students on matters affecting their graduate education. Ombudsperson contact information is available at:

[Graduate student Ombudsperson](#)

# Communication

## Email

All students have an UVM email account. This is the major mode of communication utilized by faculty and staff in the department.

Students are expected to use their UVM email account for **all** UVM correspondence.

Failure to read emails sent from faculty/staff, Nursing Department, Graduate College, CNHS, or UVM does not excuse students from adhering to deadlines, assignments, requests, etc.

## Graduate Student Listserv

This is an electronic Listserv for graduate nursing students and is maintained by the graduate program staff. Students are automatically added when they are admitted and removed when they graduate. It is a means for communication among the students and to receive pertinent information. Faculty cannot access this Listserv. Your UVM email is the method of communication between faculty and students. It is the graduate responsibility to check your UVM email regularly.



promote, and enhance the high-quality academic environment befitting The University of Vermont. To this end, it is expected that all members of the learning community will adhere to the following guidelines:

Faculty and students will attend all regularly scheduled classes (campus and online), except for those occasions warranting an excused absence under the policy detailed in the catalogue (e.g., religious, athletic and medical).

Students and faculty will arrive to in person classes prepared and on time, and they will remain in class until the class is dismissed.

- f Faculty and students will treat all members of the learning community with respect. Toward this end they will promote academic discourse and the free exchange of ideas by listening with civil attention to comments made by all individuals.

Students and faculty will maintain an appropriate academic climate by refraining from all actions which disrupt the learning environment (e.g., making noise, cell phones ringing, ostentatiously not paying attention, and leaving and re-entering the classroom inappropriately).

### **Note-Taking Policy**

On November 10, 1999, the Faculty Senate adopted the following motion to be effective spring semester 2000: taking of notes during a scheduled class of a scheduled University of Vermont course for the purpose of selling the notes

## **Overview of the Curriculum for the Graduate Program**

The Doctor of Nursing Practice (DNP) degree or the Master of Science (M.S.) degree is awarded upon successful completion of requirements through full or part-time study. The major components of the graduate curriculum are designated as core

required **one month PRIOR** to the start of the program clinical training (typically GRNS 7080, Spring Semester, Year 1) to renew their Vermont RN license as required by the VT Board of Nursing and upload your current license to Castlebranch prior to expiration. Students are expected to have rotations at rural sites throughout Vermont. A car is needed to travel to rural sites across the state of Vermont.

Practicum experiences may occur during the evening hours or weekends. Inherent in practicum experiences is the risk of exposure to infectious diseases. Students should maintain at a minimum standard precaution in all settings to minimize the likelihood of occurrence. Satisfactory completion of practicum objectives is required prior to progression in the program.

Practicum/ clinical experiences are a required component of the Clinical Nurse Leader program. The practicum hours for the CNL program relates to the required CNL Project.

Our department has cultivated relationship with our clinical partners to provide high quality practicum experiences. As such, our clinical partners have requested that student **do not** reach out to any potential preceptor independently. Students that have specific preceptors or clinical rotations they are interested in should contact the lead clinical course faculty to discuss the matter further. Students are not to reach out independently to clinical preceptors or to the clinical placement **coordinator**. By doing so, the student jeopardizes our long-standing relationships and student clinical opportunities in the present as well as in the future.

## **Student Clinical Mandatories**

As a CNHS graduate student, you are required to complete the CNHS pre-clinical mandatories. All mandatories are completed by the student **prior to the deadline of August P**

Nurse Practitioner students are required to document clinical experiences in a time-tracking system which includes case-logging, evaluations and a student portfolio. Exxat is a web-based data management system designed to manage, collate and analyze your clinical experience. Students will be receive onboarding typically in the Spring of their first year.

*Updated 7/2018; 8/2019, 4/1/2021, 7/2023, 6/2024*

## **Confidentiality**

All patients have a right to confidentiality regarding their health status and their interactions within the health care system. Students must engage in professionally responsible communication in practicum and classroom settings. When presenting cases or using an example from your practicum experience to express a concept, you are to maintain the confidentiality of your patients and not disclose any identifying information. This applies to patient information in written and verbal formats.

## **Health Insurance**

The University does not pay medical costs resulting from injury during practicum rotations or other curricular activity unless this injury is due to negligence of the University. All nursing students shall carry their own health insurance.

## **Student Attire**

*Approved by DON on 5/19/22*

Graduate students should be cognizant of the fact that they are representing the nursing profession and The University of Vermont Department of Nursing while engaging in practicum experiences. With this in mind, students are expected to present a professional appearance and demeanor. A UVM name pin or badge indicating your student role is to be worn in all clinical, practicum, and Bookstore and name pins are ordered and secured for each student. Additional identification may be required by clinical practicum sites.

Purpose: The following dress code is required for all students to meet standards for professional appearance, reduction of infection, and promotion of safety. Variations in the following guidelines are at the discretion of the Faculty. Faculty may stipulate more specific expectations based on the setting. Failure to comply with the dress code may result in an unexcused absence from clinical experiences.

1. All clinical experiences require the following dress code expectations:
  - a. Students are expected to be neat, clean with well-

- should be worn when providing patient care because of frequent handwashing.
- f. Hair is neat and clean. Long hair is pulled back and secured when providing direct patient care.
  - g. Facial hair is clean, well-groomed. Mustaches and beards are neatly trimmed or clean shaven.
  - h. Fingernails are clean and neatly manicured. Use of artificial nails, nail decorations or nail polish are not allowed due to infection risk.
  - i. Colognes, perfumes or scented hand lotions are not used due to client allergies, sensitivities and possible adverse reactions.
  - j. Clothing does not reveal cleavage, midriff, shoulders, or undergarments.
  - k. Head coverings may be worn for religious or medical reasons.
2. Pre-Clinical Preparation: When the student arrives at a clinical agency to retrieve their assignment, the student will introduce themselves to a patient, or begin to collect pertinent data, the student will wear:
- a. Business casual attire
    - i. Business casual includes below the knee or longer dresses and skirts, slacks, blouses and sweaters. Shoes are soft soled, low heeled with closed heel and toe, and worn with socks.
    - ii. Business casual does NOT include: denim or jean-like pants, tank tops, tube tops, sleeveless shirts, shorts, jeans, miniskirts, sweatpants, hooded garments, t-shirts with logos, tight fitting clothing, or low necklines.
  - b. A clean white lab coat with the UVM DON logo on the left sleeve.
  - c. UVM name tag (or agency ID badge) clearly displayed.
3. Clinical experiences requiring scrubs: When providing direct patient care, the student will wear:
- a. Green scrubs with UVM patch sewn on left sleeve.
  - b. A plain (no logos or designs) long-sleeved T shirt may be worn underneath the scrub top.
  - c. White lab coat may be worn over the scrub top.
  - d. Shoes should be supportive, soft-soled, closed toe, and closed heel. Shoes should be clean, free of debris, and professional in appearance. Recommended-shoes should be exclusively dedicated to clinical use only.

### **Candidacy Requiren with socks.**

**UVM Graduate College Time limits for Graduate Degree Completion: Master's Degree – Five years from matriculation**  
**Doctoral Degree – Seven years from**

the NCLEX and secure RN licensure will result in program dismissal.

2. Students who fail to comply with requests for mandatory requirements and/or have not completed their mandatory requirements at least two weeks prior to the onset of the academic semester will not be allowed to progress in the program.
3. To graduate, all program requirements must be met within one academic semester of completion of final clinical practicum.
4. GRNS 7140,7150/7160 and GRNS 7190, 7200/7210 must be taken sequentially in the same academic year.
5. Students that do not receive a satisfactory grade in either the clinical track and clinical track specialty course or the associated practicum must repeat both the course and the corresponding practicum.

## UVM Graduate College

<http://www.uvm.edu/~gradcoll/>

Please refer to the Graduate College for important information on different policies applicable to Graduate Students including (but not limited to) grading policy, leaves of absence and rights and responsibilities of graduate students.

Graduate Catalogue <https://catalogue.uvm.edu/graduate/>

## Comprehensive Examination

### **Doctor of Nursing Practice Degree- Primary Care NP (FNP, AGNP) & Doctor of Nursing Practice Degree-Executive Nurse Leader (DNP)**

Following completion of the DNP project proposal, the student will complete the comprehensive examination. Once the DNP Project proposal is accepted by the DNP project advisor, the student is eligible to schedule the oral Comprehensive Exam. The Comprehensive examination is designed to allow students to demonstrate competency of knowledge acquired throughout the DNP curriculum by means of their DNP Project.

### **Master of Science Degree – Clinical Nurse Leader (CNL) Master of Science**

Students will collaborate with their project advisor on the development of the written scholarly project (CNL) or project/thesis (MS only) proposal. The student must work closely with their team to develop a realistic timeline for completion of project proposal. Upon completion of the project proposal, the student will complete the Comprehensive examination. The integration of project and comprehensive examination is designed to allow students to demonstrate mastery of knowledge acquired throughout the program. CNL students will also deliver their personal CNL Elevator Speech formulated in GRNS 6470 as a closing component of the comprehensive exam.

## University, CNHS, and Department of Nursing Governance Organizations

There are multiple opportunities for student participation in the governance of the University, the College, and the Department of Nursing. Students may also join the Student Nurse Association and may qualify





## Practice Program

- “ DNP is a hybrid program, meaning that the majority of coursework will be delivered 50% using web- based design and 50% in-classroom.
- “ There will be non-clinical courses delivered using 100% web-based design.
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