



Associate Degree Nursing (ADN) Program (RN & LVN-to-RN)

ADN Student Handbook

Academic Year
2026-2027

Updated July 8, 2026

MiraCosta College ADN Program

Section	Item	Page
	Letter of Welcome	4
	Program Approval	5
	Program Accreditation	5
1.	General Program Information	6
	MiraCosta Mission, Vision, Commitment, Institutional Values & Goals	7
	Nondiscrimination Statement	8
	Nursing and Allied Health Department Mission and Vision	8
	MiraCosta Core Competencies	8
	ADN Program Mission	9
	ADN Program Outcomes	9
	Program Student Learning Outcomes (PSLOs)	9
	Nursing & Allied Health Inclusion, Diversity, Equity & Anti-racism (IDEA) Strategic Plan	10
	Statement of ADN Program Purpose and Goals	12
	ADN Program Philosophy Statement	13
	ADN Program Conceptual Framework	15
	ADN Program Additional Threads	17
	Hierarchy of Human Needs	18
	Programs Offered	19
	Completion with an Associate Degree	19
	Completion with the 30-Unit Option	19
	Transfer Opportunities	19
	LVN-to-RN Program Transition Course (NURS 280)	20
	Admission Policy	20
	Curriculum Plan	21
	Estimated Program Costs	22
	California Board of Registered Nursing Outcomes	22
	Relationship of Selected Student Clinical Competencies to Program Outcomes and to "Standards of Competent Performance"	24
	RN, LVN-to-RN, LVN, CNA & MA Technical Standards/Essential Functions	30
2.	Student Resources	35
	Student Support Services	36
	Helpful Campus Resources	36

MiraCosta College ADN Program

Section	Item	Page
	Course Assistance	37
3.	California Board of Registered Nursing Regulations	38
	Nursing Practice Act (NPA)	39
	Mandate to Protect the Public	39
	Standards of Competent Performance	40
	Challenge/Advanced Placement for Military-trained Healthcare Personnel	41
4.	Standards of the Profession	43
	Codes of Ethics	44
5.	Nursing Program Policies, Procedures, and Standards of Conduct	45
	Academic Integrity	46
	Attendance Policy	47
	Jury Duty	49
	California Board of Registered Nursing RN Licensure Information	50
	Cellular Phones	50
	Changes in Student Information	50
	Classroom Etiquette	50
	Commencement Ceremony/Graduation	51
	Completion (Pinning) Ceremony	51
	Course Skills Competency & Medication Administration Testing	51
	Dosage Competency Exams	52
	Email Responsibilities	52
	Externships (NURS 288)	52
	First Class Meeting Attendance	52
	Health Requirements and Health Coverage	53
	Impaired Student Policy	54
	Harassment and Title IX	57
	Internet Access	57
	Lippincott Wolters-Kluwer Assessment and Resources	59
	Medical Leaves of Absence	61
	NSNA (National Student Nurses Association)	63
	Nursing Student Complaint & Grievance Procedure	63
	Nursing Student Conduct / Faculty Responsibility	64
	Pregnancy	66

MiraCosta College ADN Program

Section	Item	Page
	Professional Development Assignment	67
	Program Progression & Grading Policies	68
	Readmission/Transfer Policy	71
	Re-Entry/Transfer Application	75
	Remediation / Student Support Agreement	76
	Nursing Skills/Simulation Courses	77
	Social Networking Sites	78
	Artificial Intelligence (AI) Policy	79
	Student Accident/Student Injury	80
6.	Clinical Information	82
	Academic Accommodations in the Clinical Setting	83
	Background Check and Urine Drug Screen	83
	Background Check/Drug Screen Policy of the San Diego Nursing Service-Education Consortium	84
	Clinical Facilities	86
	Therapeutic Touch	86
	Clinical Performance	87
	Patient/Client Confidentiality	87
	Skills Remediation for Clinical Rotations	88
	Skills Lab Referral Form	89
	Standards of Student Appearance in the Clinical Setting	90
	Student Uniform Requirements	91
	Unsafe/Unacceptable Clinical Performance Criteria	92
7.	Appendices	96
	Appendix 1: Medication Administration Guidelines and Procedure	97
	Appendix 2: Medication Error/Patient Accident	98
	Appendix 3: thePoint (Lippincott Wolters Kluwer) Technical Requirements	99
	Acknowledgment of Nursing Policies and Procedures	102

MiraCosta College ADN Program

Dear Nursing Student:

It is our pleasure to welcome you to the Associate Degree Nursing (ADN) Program at MiraCosta College (MCC), which includes the Traditional/Generic Registered Nursing (RN; Track I) and the Licensed Vocational Nurse to Registered Nursing (LVN-RN; Track II) pathways. We hope the following information will be of assistance as you begin your studies. It is our sincerest hope that you succeed in this program, and we are committed to doing everything we can to support your success.

This handbook provides valuable background information, expectations, and procedures for all ADN students. Here you will find the policies that govern nursing student enrollment and progression through the nursing curriculum. You are responsible for understanding the information contained in the Nursing Student Handbook and abiding by the policies presented in it. The handbook is updated yearly, and you are responsible for abiding by the most current handbook. If you have any questions do not hesitate to contact any Nursing Department faculty members.

This handbook is a supplement to the MiraCosta College Catalog and MiraCosta policies. These policies include Standards of Student Conduct ([BP 5500/AP 5500](#)), Student Conduct Procedures ([AP 5520](#)), Student Rights and Grievances ([AP 5530](#)), Academic Integrity ([BP 5505](#)), and Academic Integrity- Appeal Process ([AP 5505](#)).

We look forward to having you with us as a student at MiraCosta College. Thank you for the effort and sacrifices you have made to achieve enrollment in the Associate Degree Registered Nursing Program.

The Acknowledgment of Nursing Policies and Procedures is provided at the end of this handbook for you to sign. Your signature verifies that you have read, understand, and agree to abide by these policies. Once signed, the signature page should be uploaded to Complio during the first semester that you enter the nursing program.

Sincerely,

The ADN Nursing Faculty

MiraCosta College ADN Program

Program Approval

The Associate Degree Nursing (ADN) Program (Traditional RN and LVN-to-RN) at MiraCosta College (MCC) is approved by the California Board of Registered Nursing (CA BRN).

Previous approval: 2021

Next approval scheduled: 2026

Board of Registered Nursing - Dept. of Consumer Affairs

Physical Address: 1747 North Market Boulevard, Suite 150, Sacramento, CA 95834-1924

Mailing Address: P.O. Box 944210, Sacramento, CA 94244-2100

Main Phone: (916) 322-3350

Hearing-Impaired Persons: 711, or (800) 735-2929 (TTY)

California Relay Service: (800) 735-2922 (Voice) rn.ca.gov

Website: www.rn.ca.gov

Approved nursing schools in California are required to report to the BRN and the California Community College Chancellor's office graduation rates, student employment rates and the number of students enrolled in a Bachelor of Science in Nursing (BSN) program. Graduating students are required to submit this data at program completion so the statistics can be provided to these state agencies.

Program Accreditation

The ADN Program (Traditional RN and LVN-to-RN) at MCC is approved by the California Board of Registered Nursing (CA BRN).

Effective July 1, 2025, the Associate Degree (RN and LVN-to-RN) nursing program at MiraCosta College located in Oceanside, CA is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing. This candidacy status expires on July 1, 2027.

Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326

(404) 975-5000

GENERAL INFORMATION

MiraCosta College ADN Program

MCC Mission, Vision, Commitment, Institutional Values & Goals:

The ADN program is part of the Nursing and Allied Health (NAAH) Department. The NAAH department is one of a cluster of academic departments in the Career and Technical Education arm of the Instructional Services Division of MiraCosta College (MCC). The following MCC mission, vision and commitment statements reflect consistency across the organization of academic philosophy, goals, and distribution of resources.

Mission: MCC fosters the academic and holistic success of its diverse learners within a caring and equitable environment to strengthen the educational, economic, cultural, and social well-being of the communities it serves. MiraCosta College achieves this mission through innovative teaching, learning, and support services, and by offering degree, certificate, career education, adult education, transfer, and life-long learning opportunities

Vision: MCC will be a leader and partner in transforming lives and communities through learning.

Commitment:

MCC is committed to creating a racially just campus climate. Individuals and their diverse cultures and identities are welcomed, nurtured, and validated. MiraCosta College takes institutional responsibility for closing the equity gap for disproportionately-impacted populations including Latinx and Chicanx communities, Black and African American communities, Native Hawaiian and Pacific Islander communities, Native American communities, lesbian, gay, bisexual, trans, queer/questioning, intersex, and asexual (LGBTQIA+) communities, veteran communities, former foster youth, adult students, and students from low socioeconomic statuses. MiraCosta will continue to serve all constituents with values rooted in equity, diversity, inclusion, and community.

Institutional Goals:

Community / Diversity & Inclusion / Equity / Excellence / Innovation/Institutional Accountability & Responsibility / Integrity / Mutual Respect/Student-Centeredness / Sustainability & Stewardship

Institutional Goals:

Goal 1. MCC will provide equitable access, enhance student success, and close equity gaps by deploying strategies that meet students where they are, create community, and dismantle systems of inequity.

Goal 2. MCC will meet identified external community needs by collaborating with community and industry partners to develop strategies that provide workforce solutions, prepare students to be active global citizens, and provide opportunities for cultural educational enrichment.

Goal 3. MCC will foster academic excellence by strategically developing a culturally competent, adaptive, innovative, and relevant teaching and learning environment; co-curricular activities that bridge classroom learning and real-world experience; and intentional professional development for the college community that is responsive to a changing world.

Goal 4. MCC will demonstrate responsible stewardship and sustainability of college and community resources by deploying strategies that invest in our employees to reach their full potential, maintain a sustainable and transparent financial model, and reduce the environmental impact of our physical resources.

MiraCosta College ADN Program

Nondiscrimination Statement: The district, and each individual who represents the district, shall provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, pregnancy, physical or mental disability, or veteran status, or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. In addition to the aforementioned legally protected characteristics, the district also has an interest in nondiscrimination based on additional factors such as accent, citizenship status, economic status, and ethnic group identification even though students or employees could not make a legal claim of discrimination based on these factors. [BP 3410: Nondiscrimination](#)

Nursing and Allied Health Department Mission and Vision

Mission: The Nursing and Allied Health Department at MiraCosta College prepares compassionate, competent, and culturally responsive healthcare professionals who advance the health and well-being of our diverse communities. Through rigorous, evidence-based education and hands-on clinical experiences, we empower students to excel in Registered Nursing (RN), Licensed Vocational Nursing (LVN and LVN to RN), Medical Assisting (MA), Certified Nursing Assistant (CNA), Home Health Aide (HHA), Medical Office, and Pharmacy Technician (Pharm Tech) programs.

Vision: We are committed to fostering academic excellence, professional integrity, and lifelong learning within an inclusive and supportive environment. In partnership with our healthcare and community stakeholders, we strive to meet evolving workforce needs, promote health equity, and contribute to the strength and sustainability of the regional healthcare system.

MiraCosta College ADN Program

MiraCosta College Core Competencies: The MCC Core Competencies describe the broad learning outcomes students should have gained while preparing to transfer (with 60 units that include the CSU-GE or UC-IGETC general education pattern) or through earning a degree as well as through their exposure to different support services and enrichment programs. Courses and programs align to these larger outcomes, and students gain exposure to some, but not necessarily all, of them from educational experiences that may not encompass completion of a degree or transfer pattern.

Upon commencement of studies and progressing toward the completion of an educational goal, MiraCosta College students prepare for twenty-first century challenges by gaining the following competencies:

Knowledge of Human Cultures and the Physical and Natural World

- Attained through general education and major study in the sciences and mathematics, social and behavioral sciences, humanities, histories, languages, and the arts.
- Informed by awareness of global issues and trends, focused by engagement with big questions, both contemporary and enduring.

Intellectual and Practical Skills Includes

- Inquiry, analysis, and independent thinking
- Critical and creative thinking
- Quantitative literacy and problem solving
- Information literacy
- Written and oral communication skills
- Integration of knowledge.
- Practiced extensively across the curriculum in the context of progressively more challenging problems, projects, and standards for performance.

Personal and Social Responsibility and Efficacy Includes

- Civic knowledge and engagement-local and global
- Intercultural competence and respect for diverse perspectives
- Teamwork and collaborative skills
- Ethical reasoning and action
- Goal setting/project-planning and completion
- Skills for ongoing personal, academic, and professional growth.

Anchored in applied learning through active involvement with real-world challenges and diverse environmental, workplace, cultural, and community contexts.

* These competencies were adapted from the "LEAP" Outcomes (Liberal Education and America's Promise) developed under the auspices of the Association of American Colleges and Universities (<http://www.aacu.org/leap>).

MiraCosta College ADN Program

ADN Program Mission:

The mission of the MiraCosta College Nursing Program is to educate a diverse population of culturally responsive students to become safe, competent, and caring registered nurses who will provide care in a variety of settings throughout the community. The program also serves as a foundation for educational mobility, personal growth, and lifelong learning.

The ADN Program directly aligns with the college mission by providing educational opportunities to a diverse population of students in a supportive, caring environment.

Program Outcomes for CA BRN:

- At least 85% of entering students complete the nursing program within three years (graduation rate).
- At least 85% of graduates passed the NCLEX-RN pass rates as first-time writers per national average.
- At least 85% of employers rate graduates as average or above average in demonstrating nursing process, providing safe care, and behaving in a caring and professional manner.
- At least 85% of graduates and alumni rate their education at MCC as above average in managing and providing care to patients.
- At least 75% of graduates acquire their first RN position within one year of graduation.

Program Student Learning Outcomes (PSLOs):

1. Students will be able to apply the knowledge, skills and attitudes of a new graduate associate degree registered nurse to successfully pass the National Council Licensure Exam for Registered Nurses (NCLEX-RN) exam.
2. Students will be able to consistently utilize therapeutic communication with patients, support persons, and members of the interdisciplinary team, including verbal, nonverbal, and written methods.
3. Using the nursing process, students will demonstrate clinical reasoning skills to recognize, analyze and prioritize complex and evolving patient needs to develop and implement a plan of care.
4. Students will demonstrate competence in the application of electronic based resources to support evidenced-based learning, make informed clinical decisions, and ensure safe clinical practice.
5. Students will be able to manage, promote, coordinate, and administer safe nursing care by integrating the nursing process, clinical judgment and skills competency for diverse patients and families across the lifespan.

MiraCosta College ADN Program

Nursing & Allied Health Inclusion, Diversity, Equity & Anti-racism (IDEA) Strategic Plan:

MiraCosta College is committed to providing a strong, supportive, and authentic environment where difference is valued, respected, encouraged, and honored; where all faculty, staff, and students experience a sense of belonging and the freedom to express themselves; and where their experiences are recognized and valued.

MiraCosta College strives to be a model for equity and inclusion. The college is committed to providing opportunities for engagement both across the campus and within the communities the college serves. The college seeks to remove barriers to learning, participation, and success, with a focus on changing procedures and practices that disproportionately affect certain groups.

Anchored in a culture of evidence, MiraCosta College promotes increased awareness and appreciation of individual, collective, and intersecting identities within our diverse community.

	What does this mean to us?	What are we doing/will we do?	What are the outcomes?
Diversity	The campus community as a whole is reflective of our community Difference is valued and encouraged	Treating everyone with respect Encouraging diverse perspectives Advocating for an environment where difference is celebrated and intolerance is not tolerated	Diverse voices are heard and valued Creating opportunities for students, faculty, and staff to be aware of and share multiple perspectives Raising the level of awareness and understanding of our diverse society and wider world
Equity	People start at different points and have different needs to be successful Discrimination is acknowledged and discussed	Eliminating discrimination and/or disproportionate impact Removing/addressing barriers Providing relevant support to address the needs of the community Providing the right tools for all our students to be successful Creating an environment where the impact of discrimination internally and externally in any form is discussed and known	Students have an equal opportunity to succeed Academic success is proportionate across groups MiraCosta's student population is reflective of the communities that we serve
Inclusion	Sense of belonging; valued; connected membership Acknowledgement that everyone is part of community fostering and supporting diversity People feel free to express themselves	Honoring membership Being intentional in including everyone Providing opportunities for engagement and participation in decision-making Bringing relevance to the WAY we serve OUR communities	Evidence of diverse participation in and outside of the classroom Diverse expression is visible and valued

What does this mean to the MiraCosta College Nursing and Allied Health Department (NAAH)?

MiraCosta College's NAAH department is committed to providing a strong, supportive, and authentic environment where difference is valued, respected, encouraged, and honored; where all faculty, staff, and students experience a sense of belonging and the freedom to express themselves; and where their experiences are recognized and valued.

MiraCosta College's NAAH department strives to be a model for equity and inclusion, providing opportunities for engagement both across the campus and within the communities the college serves. NAAH seeks to remove barriers to learning, participation, and success, with a focus on changing procedures and practices that disproportionately affect certain groups.

Anchored in a culture of evidence, MiraCosta College's NAAH department promotes increased awareness and appreciation of individual, collective, and intersecting identities within our diverse community

MiraCosta College ADN Program

IDEA Working Definitions:

- **Inclusion** - Represents environmental and organizational cultures in which faculty, students, staff, and administrators with diverse characteristics thrive. Inclusive environments require intentionality and embrace differences, not merely tolerate them. Everyone works to ensure the perspectives and experiences of others are invited, welcomed, acknowledged, and respected in inclusive environments. American Association of Colleges of Nursing (AACN, 2021)
- **Diversity** - References a broad range of individual, population, and social characteristics, including but not limited to age; sex; race; ethnicity; sexual orientation; gender identity; family structures; geographic locations; national origin; immigrants and refugees; language; physical, functional, and learning abilities; religious beliefs; and socioeconomic status. (AACN, 2021)
- **Equity** – Is the ability to recognize the differences in the resources or knowledge needed to allow individuals to fully participate in society, including access to higher education, with the goal of overcoming obstacles to ensure fairness. (AACN, 2021)
- **Antiracism** - "To be antiracist is to think nothing is behaviorally wrong or right -- inferior or superior -- with any of the racial groups. Whenever the antiracist sees individuals behaving positively or negatively, the antiracist sees exactly that: individuals behaving positively or negatively, not representatives of whole races. To be antiracist is to deracialize behavior, to remove the tattooed stereotype from every racialized body. Behavior is something humans do, not races do." (Kendi. 2019)

IDEA Commitment by the NAAH Department:

The NAAH Department commits to pursuing deliberate efforts to ensure that our programs are a place where differences are welcomed, different perspectives are respectfully heard and where every individual feels safe and with a sense of belonging and inclusion. We know that by building a critical mass of diverse groups and creating a vibrant climate of inclusiveness, we can more effectively leverage the resources of diversity to advance our collective capabilities.

As a department and discipline, the community within the NAAH department recognizes that inclusion, diversity, equity, and antiracism (IDEA) are essential to healthcare providers practice and education. These values are foundational to improving health outcomes for all individuals in our community.

Within the NAAH programs, commitment to IDEA has become an enduring and inextricable aspect of our identity and collective aspirations as providers of healthcare education. Students from diverse, disadvantaged and/or underrepresented backgrounds are valued key partners and leaders. They provide robust, nuanced, and at times unique, experientially, derived insights that contribute to the development of knowledge and practices in nursing and allied health programs to more closely address the needs of a profoundly diverse and diversifying country.

MiraCosta College ADN Program

Statement of ADN Program Purpose and Goals:

The purpose of the MCC ADN Nursing program is to prepare safe and competent entry level Registered Nurses. The generic two-year program is designed for students with no or limited healthcare experience. The curriculum also provides practicing Licensed Vocational Nurses (LVNs) access to RN licensure through the Career Ladder Program. These programs are designed to equip the graduate with skills and abilities to function safely within the legal framework of nursing as set forth by the State of California (Department of Consumer Affairs; Board of Registered Nursing). Successful completion of either program establishes eligibility to apply for California licensure and the national licensing examination as a registered nurse.

The RN (Track I) and LVN-RN (Track II) programs are career pathways to attaining and achieving individual goals and potential in nursing. These pathways are designed to make available to the student the essential knowledge, skills, and abilities within his or her scope of practice needed to serve as a foundation for success and excellence in nursing practice.

The MiraCosta College ADN faculty members are dedicated to promoting the development of graduates who are committed to lifelong learning and who are an asset to the nursing profession, their community, and society at large.

In the pursuit of these purposes, the faculty endeavor throughout each program pathway to:

1. Participate in the process of counseling and assisting interested students preparing for admission to a program.
2. Recruit, admit, and retain qualified applicants from a diverse community who progress through their program in a timely manner.
3. Maintain uniformly and consistently high standards of academic achievement.
4. Provide students with a variety of resources to promote success.
5. Provide and maintain an integrated, current, and consistent curriculum which meets the needs of the student, graduate, faculty, consumer, and healthcare provider.
6. Maintain department protocols that promote student expression and participation in class and program governance.
7. Produce graduates who attain licensure, apply principles of ethics and research to their practice, and demonstrate entry-level competence in initial employment.
8. Remain current as a faculty in nursing practice and community issues, adult teaching and learning practices, and technological advances.
9. Foster student and graduate commitment to excellence in practice and life- long learning.
10. Encourage and support graduates to continue their education through baccalaureate and graduate coursework

MiraCosta College ADN Program

ADN Program Philosophy Statement:

The philosophy statement of the ADN Program at MCC represents a consensus of nursing faculty beliefs. It incorporates beliefs relative to 1) nursing; its practice and instruction, 2) people and the patients/clients that the graduates will serve, 3) health, 4) students engaged in acquiring the skills and knowledge inherent in its practice, and 5) diversity, inclusion, and equity.

The nurse is a critical member of the healthcare team. Nursing practice and nursing education will continue to evolve over time to meet the changing healthcare needs of society. Nursing care is delivered by varying levels of practitioners with corresponding educational preparation, certificates, and licenses, each with regulated scopes of practice. The varying levels of preparation serve as entry points into a career path and access to a nursing career ladder.

The discipline of Nursing is an art and a science practiced in a wide variety of settings. The Licensed Vocational Nurse provides care to clients/patients under the direction of a registered nurse or physician. As a member of the healthcare team, the LVN utilizes scientific and technical expertise and manual skills. Nursing integrates the art and science of caring and focuses on the protection, promotion, and optimization of health and human functioning; prevention of illness and injury; facilitation of healing; and alleviation of suffering through compassionate presence. Nursing is the diagnosis and treatment of human responses and advocacy in the care of individuals, families, groups, communities, and populations in recognition of the connection of all humanity (ANA, 2021, *Nursing: Scope and Standards of Practice, Fourth Edition*, p. 1). These human responses are regarded as a disruption of bio-psycho-social-spiritual integrity.

The nurse uses the Nursing Process to assist the client/patient to achieve optimum physiological, psychosocial, and spiritual integrity or balance through assessment and management of unmet needs. Effective use of the Nursing Process requires the application of knowledge and utilization of skills and experiences in a caring and ethical manner.

People are complex biological, psychosocial, and spiritual beings that share common hierarchical human needs which, when optimally met, contribute to an overall balance or integrity. The individual is a unique reflection of reciprocal interaction with environment, family, community, and society.

Environment includes all internal and external conditions, circumstances and influences that interact and affect patient integrity.

Health represents a dynamic state of being that is determined by the degree to which human needs are satisfied and physiological, psychosocial, and spiritual integrity is present. It fluctuates along a health-illness continuum and is influenced by the individual's perception of well-being. This unique perception of the individual results from the effects of environment, family, community, society, and developmental level.

MiraCosta College ADN Program

Associate Degree Nursing (ADN) Education is a responsibility shared by the college, educator, and the student. The college provides comprehensive services that support the college mission and help students achieve their educational goals through assessment of skills and abilities, counseling and advice, tutoring, financial aid, job placement, health services, and learning resources, including technological support. The nursing faculty believes they have a responsibility to be aware of, evaluate, and integrate those technological advances that are found to foster the teaching-learning process and student success. The educator acts as a role model, consistently demonstrating current nursing knowledge and expertise. Learning is facilitated when the educator guides the student to develop critical thinking, problem solving, and communication skills. The nursing student is an adult learner, each with individual learning styles and goals, as well as ethnicity, culture, and diverse life circumstances, all of which influence the learning process.

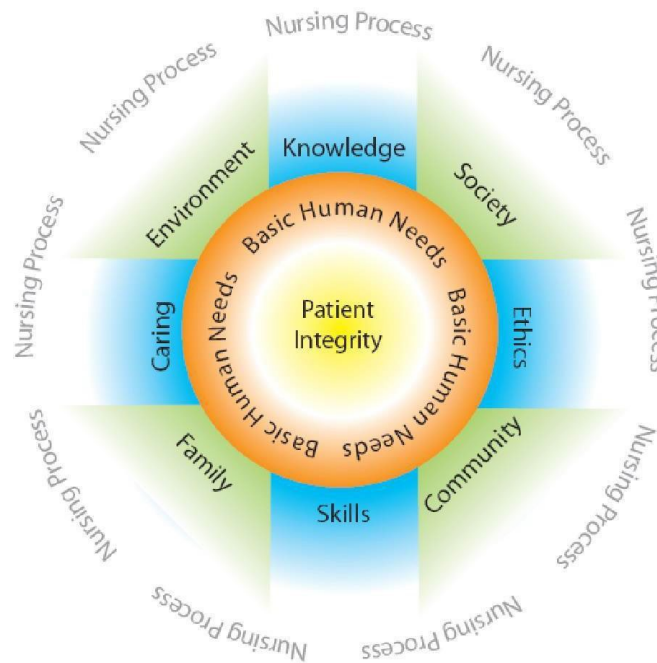
Students are responsible and accountable for their own learning. Learning is an active endeavor. Participation and group discussion in the classroom, resource laboratory, and varied clinical settings are inherent components in nursing education. Students learn in increments, applying previously learned knowledge and skills to new clinical experiences of increasing complexity. Students must utilize knowledge from related disciplines in applying the theoretical knowledge and skills of nursing in the administration of safe and competent nursing care.

MiraCosta College ADN Program

ADN Program Conceptual Framework:

The conceptual framework reflects the philosophy of the MCC ADN program and forms the foundation for the curriculum design. The framework schematic illustrates that a person continuously interacts on a reciprocal basis with society, family, community, and the environment. Individual integrity stems from satisfaction of human needs.

In the healthcare setting the nurse assists the individual to meet human needs. The nursing process forms the foundation for nursing practice which integrates and utilizes knowledge, skills with the qualities of ethics and caring.



Conceptual Framework Schematic

Definition of Terms:

Bio-Psycho-Social-Spiritual Integrity – a state of wholeness as reflected by the individual's self-perception of well-being as well as through assessment and evaluation of biological, psycho-social, and spiritual balance.

Human Needs – a hierarchy beginning with physiological needs and progressing to the goal of self-actualization (see attached Human Needs schematic).

Knowledge – familiarity, awareness, and understanding gained through experience and study of the art and science of nursing and related disciplines.

MiraCosta College ADN Program

Ethics – the discipline of evaluating the merits, risks, and social concerns of activities in the field of nursing.

Skills – proficiency and facility acquired and developed through preparation and experience.

Caring – watching over, attending to, feeling, and exhibiting concern and empathy for others. It is a force for protecting and enhancing patient integrity.

Environment – includes all internal and external conditions, circumstances and influences that interact and affect patient integrity.

Society – a group of humans broadly distinguished from other groups by mutual interests, participation in characteristic relationships, shared institutions, and a common culture.

Family – two or more people who share goals and values and have long-term commitments to one another.

Community – an interdependent group of individuals and families inhabiting the same region and interacting with each other.

Nursing Process – a cognitive activity that requires both critical and creative thinking and serves as the basis for providing nursing care. This cyclical and ongoing process is made up of the following components:

- **Assessment** - the process of gathering, verifying, organizing, and communicating client/patient data.
- **Diagnosis** – the statement of the client/patient problem.
- **Planning** – methodical development of an approach with the patient/family, to achieve specific prioritized goals which are realistic, measurable and time related.
- **Implementation** – a nursing activity selected from an organized knowledge base which may employ psychomotor, cognitive, affective, and/or interpersonal skills to attain specific outcomes.
- **Evaluation** – the ongoing review of care plan effectiveness with subsequent adaptation and modification. Effectiveness is measured by the degree to which desired outcomes have been achieved.

Courses are designed to increase in complexity as the student moves through the curriculum. The integrated threads serve to guide the curriculum by ensuring that common themes needed for nursing practice are addressed throughout

MiraCosta College ADN Program

ADN Program Additional Threads

- Nursing Process and Human Needs
- Roles of the Nurse
 - Provider of Care
 - Manager of Care
 - Member of the Discipline
- Growth and Development
- Communication
- Human Diversity (including societal and cultural patterns)
- Pathophysiology and behavior related to health and illness

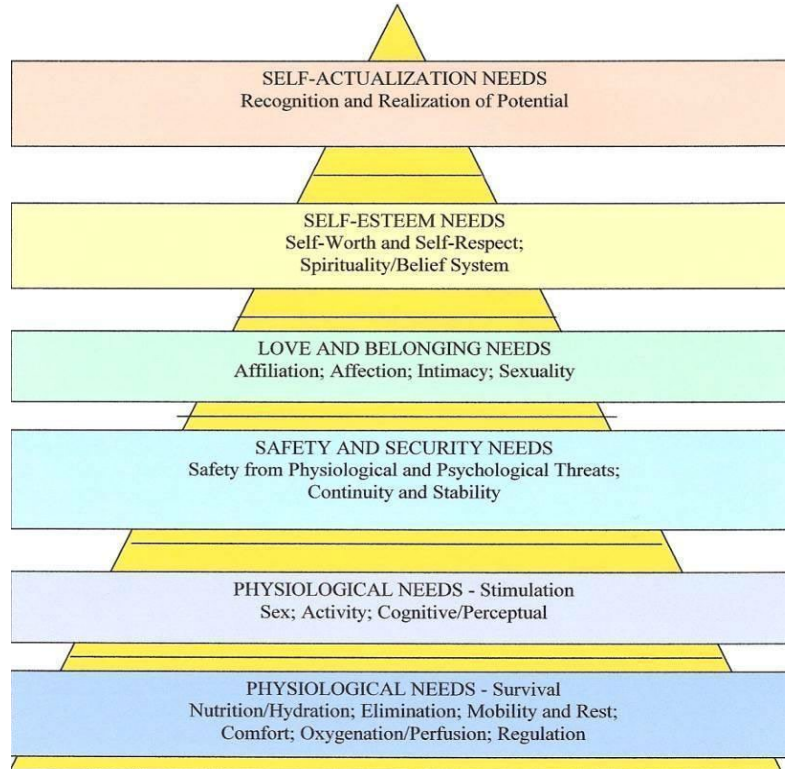
QSEN- in response to the IOM recommendations for quality of care and patient safety, the MiraCosta College Nursing Program developed the following statement which reflects the philosophy of the MiraCosta Nursing Program and addresses the recommendations of the Institute of Medicine as well.

It is the standard of practice that each patient for whom a student provides care has the right to receive safe, quality nursing care. It is understood that it is essential to provide safe physical and emotional care which includes developmentally and cognitively appropriate interventions. It is also understood that the student will provide caring nurse-patient interactions and demonstrate professional behavior in the clinical setting. Therapeutic communication will demonstrate caring and cultural competence when related to patients, families, peers, faculty, and the health care team. It is understood that data will be recorded accurately using appropriate grammar and spelling in the health record and clinical assignments. These standards always apply to every nursing situation and are incorporated in the following six competencies:

Patient-Centered Care
Teamwork and Collaboration
Evidence Based Practice
Quality Improvement
Safety
Informatics

MiraCosta College ADN Program

Hierarchy of Human Needs:



Level 1 – Physiologic Needs – Survival are the basic physical needs. These needs must be met at least minimally for life to continue.

Level 2 – Physiologic Needs – Stimulation are biologic needs with a significant impact on the quality of life but are not essential for continued existence.

Level 3 – Safety and Security Needs represent the necessity to feel safe and, as such, are both physiological and psychological. They include avoiding harm and physical safety as well as structure, security, and a sense of order.

Level 4 – Love and Belonging Needs are social needs. They reflect the necessity for love and a sense of belonging or closeness. They include a person's ability to maintain affectionate relationships, companionship, and to affiliate or interact with others through involvement with and within various groups.

Level 5 – Self-Esteem Needs include needs which are related to perceptions of individual adequacy. These perceptions of spirituality, worth, competence, adequacy, and achievement come both from external and internal sources. They reflect beliefs and values about others, self, and a higher power.

Level 6 – Self-Actualization Needs include the degree to which the individual can achieve potential and grow and improve. These needs are unique, based on individual talents, inclinations, and preferences.

*Needs Hierarchy adapted by faculty from earlier foundational work by Abraham Maslow and Richard Kalisch.

MiraCosta College ADN Program

Programs Offered:

The generic ADN program (RN; Track I) is a four-semester program designed for students who have successfully completed prerequisite coursework and requirements and are seeking nursing as a professional career. The program prepares students for entry level registered nursing in hospitals and other healthcare settings.

The LVN-to-RN Career Ladder Program is a two or three semester program designed specifically for the Licensed Vocational Nurse (LVN) seeking Registered Nurse licensure (LVN-RN; Track II). It is intended to prepare the experienced Vocational Nurse (a current California license in good standing is required) for employment as an entry-level RN.

Completion with an Associate Degree:

Students successfully completing the required nursing sequence and general education courses are eligible for the Associate in Science: Registered Nursing. Successful completion of the curriculum, including classroom and clinical experiences, qualifies the graduate to apply for California RN licensure and the national licensing examination (Next Gen NCLEX-RN).

Completion with the 30-Unit Option:

This pathway is legally mandated and must be offered to LVNs by all California pre-licensure nursing programs. Students in this program must have a high school diploma/equivalent or a degree in another field to take the NCLEX-RN and/or apply for their RN license in the state of California. This program has advantages and disadvantages that should be carefully weighed by students considering this option. It has fewer prerequisites than the degree or certificate. Students completing this option are not considered graduates of the Nursing Department of MiraCosta College and are not eligible to receive a nursing pin. Once admitted to the 30-unit certificate option, students are not able to switch to the LVN-RN degree program, and they are responsible for mastering course curriculum content for all waived courses. Although students completing this option are eligible to apply for licensure in California, they may not be eligible for licensure in other states, and it is uncertain whether BSN programs will accept a 30-Unit-Option RN from California for admission. Additionally, employers may not accept this licensure for employment, as students who complete this pathway do not receive a degree.

Transfer Opportunities:

Transfer opportunities exist in all programs. Any student enrolled in a BRN approved associate degree nursing as a traditional (generic) RN or LVN-to-RN program at another institution may request transfer of enrollment to the corresponding program at MiraCosta College. The student seeking entry in this manner must apply as a transfer student and meet all application eligibility criteria. Placement is governed by the Priority for Enrollment in the Transfer/Readmission policy and per space availability. Previous coursework will be evaluated for equivalence.

MiraCosta College ADN Program

LVN-to-RN Program Transition Course (NURS 280):

Career Ladder students beginning the LVN-to-RN Program need to be aware of several requirements regarding the Transition Class (NURS 280). First, since most bridge or transition classes are curriculum specific, similar classes from other colleges are not automatically acceptable as a substitute for Nursing 280. Transcripts from other transition or bridge courses must be reviewed by the Director of the ADN program for equivalence to Nursing 280. Secondly, any student enrolled in NURS 280 who is unsuccessful in the course is ineligible to remain in the program. Completion of Nursing 280 is a requirement for enrollment in any clinical nursing class for Career Ladder students.

Admission Policy:

Admission to the nursing programs follows clearly published prerequisites, procedures, and eligibility criteria that are consistently applied to all applicants. These criteria are based on California Board of Registered Nursing (BRN) [curriculum requirements](#), statewide ADN program alignment, and recommendations from the California Community Colleges Chancellor's Office (CCCCO). Detailed information and clarification can be found on the MiraCosta College website on the [RN](#) and [LVN-to-RN](#) program pages.

Qualified applicants to the traditional ADN program are admitted through the CCCCCO multi-criteria screening tool followed by a random lottery. The screening tool evaluates factors such as prerequisite GPA, fixed-set GPA, Test of Essential Academic Skills (TEAS) score, degrees, work experience, life experience, and non-English language proficiency. The multi-criteria screening tool for ADN admission is available on the RN Program website.

Qualified applicants who meet all prerequisite requirements for the LVN-to-RN program are entered into a random lottery for admission. Additional information regarding LVN-to-RN admission procedures is posted on the LVN-to-RN Program website.

Prospective students must submit an online application during one of the two designated application periods each year. Each nursing program webpage includes an Application Navigation in SURF and an Application Checklist to guide applicants through the process. Only complete applications are reviewed; incomplete applications are not accepted. Students admitted to either program may not defer admission and must reapply if they do not accept an offered seat.

Applicants are expected to comply in good faith with all eligibility and application requirements. Providing inaccurate, misleading, or false information violates [MiraCosta AP 5500: Standards of Student Conduct](#) and will result in permanent ineligibility for enrollment or reinstatement consideration. The nature of nursing requires that individuals engaged in its practice place integrity and honesty above expediency and self-interest.

MiraCosta College ADN Program

Curriculum Plan:

First Semester	
Weeks 1 – 8	Weeks 9 – 16
NURS 180 – Fundamentals of Nursing 4 Units	NURS 181 – Medical-Surgical Nursing I 4 Units
PHAR 201 – Pharmacology Essentials for Nursing Practice 3 Units	
NURS 185/NCNURS 185 (Optional)- Nursing Skills/Simulation I	

Second Semester	
Weeks 1 – 8	Weeks 9 – 16
NURS 183 – Medical-Surgical Nursing II 4.5 Units	NURS 182 – Maternal-Child Nursing 5 Units
NURS 186/NCNURS 186 (Optional)- Nursing Skills/Simulation II	

Summer (LVN-RN students only)
NURS 280 – Transition from LVN to RN 2.5 Units
NURS 185/NCNURS 185 (Optional)- Nursing Skills/Simulation I

Third Semester	Fourth Semester
NURS 281 – Medical-Surgical Nursing III 7 Units	NURS 283 – Medical-Surgical Nursing IV 7 Units
NURS 282 – Psychiatric-Mental Health Nursing 3.5 Units	NURS 284 – Contemporary Nursing Practice and Leadership 1.5 Units
NURS 285/NCNURS 285 (Optional)- Nursing Skills/Simulation III	NURS 286/NCNURS 286 (Optional)- Nursing Skills/Simulation IV

Optional

NURS 288-	Nursing Externship (only available to 3 rd & 4 th semester per BRN regulations)
NURS 290-	Critical Care (only available to 4 th semester students)

MiraCosta College ADN Program

Estimated Program Costs:

Tuition and fees vary by semester and are subject to change. The figures below are approximate and are provided to assist students with financial planning. Costs include tuition and enrollment fees, parking permits, student identification cards, background checks, drug screening, clinical compliance tracking (Complio), uniforms, textbooks and digital resources (Lippincott/Wolters Kluwer), and other required program materials.

Traditional RN Program (Approximate Costs)

- First Semester: \$2,333
- Second Semester: \$1,045
- Third Semester: \$1,126
- Fourth Semester: \$1,009

Estimated Total Program Cost: \$5,513

LVN-to-RN Program (Approximate Costs)

- Summer Transition Semester: \$1,536.50
- Second Semester: \$1,101
- Third Semester: \$1,009

Estimated Total Program Cost: \$3,646.50

Students are responsible for all program-related expenses. Additional costs, such as transportation, graduation fees, licensure examination fees, and optional supplies, are not included in these estimates.

California Board of Registered Nursing Outcomes:

The Program Outcomes/Terminal Objectives reflect the culmination of classroom and clinical experiences of the ADN Program. They are consistent with the philosophy and conceptual framework of the Program and the Standards of Competent Practice as set forth by the California Board of Registered Nursing. They are stated as expectations for the graduate as an entry-level RN in the roles of provider and manager of nursing care and as a member of the discipline of nursing.

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

Provider and Manager of Care

1. Apply knowledge and skills derived from nursing, biological, physical, and social and behavioral sciences.
2. Perform a physical assessment appropriate in depth to the patient's condition and developmental level.
3. Gather clinical information pertinent to the patient/client, differentiating normal from abnormal data.
4. Organize and prioritize subjective and objective assessment information based on unmet human needs.
5. Use collected assessment data to formulate a plan of care.
6. Set realistic outcomes in consultation with the patient/client and family.

MiraCosta College ADN Program

7. Formulate nursing care plans respecting physical, psychological, social, and cultural uniqueness, developmental level, perceptions, choices, and values.
8. Adapt nursing care to optimize patient/client achievement of human needs and bio-psycho-social-spiritual integrity.
9. Demonstrate sound clinical judgment and critical thinking in decision-making, task prioritization, and leadership/management skills.
10. Provide direct nursing care to the complex patient/client in a safe and effective manner.
11. Delegate nursing care appropriately to other members of the healthcare team, monitoring the delivery of safe and effective care.
12. Use teaching/learning principles to meet identified health education needs of patients/clients and families.
13. Communicate effectively with colleagues, other members of the healthcare team, the patient/client, and family in varied settings.
14. Assume responsibility and accountability for care given to assigned patients/clients, including delegated care.
15. Coordinate with other members of the acute care and community health team to promote optimal fulfillment of human needs and bio-psycho-social-spiritual integrity.
16. Continuously evaluate, reassess, and modify the plan of care to achieve desired patient/client outcomes

Member of the Profession

1. Recognize and deal appropriately with ethical/legal problems.
2. Participate as a patient advocate in providing and managing care.
3. Use current technology to provide current high-quality nursing care and individual growth.
4. Express awareness of the role of the ADN graduate, trends within Nursing and Allied Healthcare, and the role of involvement in determining the future direction of nursing.
5. Establish goals for personal growth within the discipline, accepting responsibility for learning as a life-long process

MiraCosta College ADN Program

Relationship of Selected Student Clinical Competencies to Program Outcomes and to “Standards of Competent Performance”:

The three columns of this table illustrate the relationship between defined student competencies, program outcomes, and the statewide standards for competent RN practice set by the BRN. The first column contains selected student competencies (examples taken from course requirements across the curriculum), the second column is the complete list of outcomes expected of graduates, and the last is the full statement of the BRN Standards of Competent Performance. All course competencies are designed to help the student acquire increasingly complex skills across the curriculum and grow toward graduation and practice. Columns two and three demonstrate how graduate expectations meet the BRN Standards.

Representative Student Competency	Program Outcomes / Terminal Objectives	BRN Standards of Competent Performance
	The Program Outcomes correspond to the role of the nurse in providing and managing patient care and to the role of the nurse as a member of the nursing discipline. <u>Role as Provider and Manager of Care:</u> Upon completion of the MiraCosta College Nursing Program, the graduate will be able to:	
Applies theory to clinical practice.	1. apply knowledge and skills derived from nursing, biological, and social and behavioral sciences;	A registered nurse shall be competent when they consistently demonstrates the ability to transfer scientific knowledge from social, biological and physical sciences in applying the nursing process, as follows:
Performs a complete and focused assessment appropriate to the patient's condition and developmental level.	2. perform a physical assessment appropriate in depth to the patient's condition and developmental level;	
Collects data from all available sources using scientific inquiry and patient-focused research to differentiate normal from abnormal.	3. gather clinical information pertinent to the patient/client, differentiating normal from abnormal data;	

MiraCosta College ADN Program

Representative Student Competency	Program Outcomes / Terminal Objectives	BRN Standards of Competent Performance
Identifies and prioritizes unmet human needs based on assessment.	4. organize and prioritize subjective and objective assessment information based on unmet human needs;	
Formulates nursing diagnoses based on the human need's hierarchy.	5. use collected assessment data to formulate a nursing diagnosis statement;	1. Formulates a nursing diagnosis through observation of the client's physical condition and behavior, and through interpretation of information obtained from the client and others, including the health team.
Develops realistic outcomes in consultation with the patient and family that are achievable and measurable.	6. set realistic outcomes in consultation with the patient/client and family;	
Develops appropriate nursing interventions that address unmet needs and support desired outcomes.	7. formulate nursing care plans respecting physical, psychological, social, and cultural uniqueness, developmental level, perceptions, choices, and values;	2. Formulates a care plan, in collaboration with the client, which ensures that direct and indirect nursing care services provide for the client's safety, comfort, hygiene, and protection, and for disease prevention and restorative measures.
Plans individualized nursing care based on the human need hierarchy.	8. adapt nursing care to optimize patient/client achievement of human needs and bio-psycho-social-spiritual integrity;	
Demonstrates the ability to think through problems and find solutions.	9. demonstrate sound clinical judgment and critical thinking in decision-making, task prioritization, and leadership/management skills;	
Provides safe care for assigned patient(s), and, Organizes, administers, and coordinates care in a timely manner for multiple patients.	10. provide direct nursing care to the complex patient/client in a safe and effective manner.	3. Performs skills essential to the kind of nursing action to be taken, explains the treatment to the client and family and teaches the client and family how to care for the client's health needs.
Delegates and supervises appropriately.	11. delegate nursing care appropriately to other members of the healthcare team,	4. Delegates tasks to subordinates based on the legal scopes of practice of the subordinates and on the preparation and

MiraCosta College ADN Program

Representative Student Competency	Program Outcomes / Terminal Objectives	BRN Standards of Competent Performance
	monitoring the delivery of safe and effective care;	capability needed in the tasks to be delegated and effectively supervises nursing care being given by subordinates.
Provides healthcare teaching and health promotion relevant to patient's healthcare needs, level of understanding, and knowledge of need deficit(s).	12. use teaching/learning principles to meet identified health education needs of patients/clients and families;	
Communicates effectively with instructors, members of the healthcare team, and colleagues in varied settings, <u>and</u> communicates with patients and family in a developmentally appropriate manner.	13. communicate effectively with colleagues, other members of the healthcare team, the patient/client, and family in varied settings;	
Accountable and responsible for all actions.	14. assume responsibility and accountability for care given assigned patients/clients, including delegated care;	
Provides ongoing information about patient(s) to the healthcare team and instructor.	15. coordinate with other members of the acute care and community health team to promote optimal fulfillment of human needs and bio-psycho-social-spiritual integrity;	
Evaluates effectiveness of nursing interventions in meeting expected outcomes, <u>and</u> , Revises plan of care based on evaluation.	16. continuously evaluate, reassess, and modify the plan of care to achieve desired patient/client outcomes;	5. Evaluates the effectiveness of the care plan through observation of the client's physical condition and behavior, signs and symptoms of illness, and reactions to treatment and through communication with the client and the healthcare members, and modifies the plan as needed.
	<u>Role as Member of the Discipline:</u> Upon completion of the MiraCosta College Nursing Program, the graduate will be able to:	

MiraCosta College ADN Program

Representative Student Competency	Program Outcomes / Terminal Objectives	BRN Standards of Competent Performance
Applies ethical and legal principles in relation to patient care, facility, and college policy	17. recognize and deal appropriately with ethical/legal problems;	
Participates as a patient advocate in providing and managing care.	18. participate as a patient advocate in providing and managing care;	6. Acts as the client's advocate, as circumstances require by initiating action to improve healthcare or to change decisions or activities which are against the interests or wishes of the client, and by giving the client the opportunity to make informed decisions about healthcare before it is provided.
Use current technology to maximize quality of care.	19. use current technology to provide current high-quality nursing care and individual growth;	
Nursing 280 and 284	20. express awareness of the role of the ADN graduate, trends within Nursing and Allied Healthcare, and the role of involvement in determining the future direction of nursing; and	
Seeks opportunities for new learning, <u>and</u> , Nursing 284.	21. establish goals for personal growth within the discipline, accepting responsibility for learning as a life-long process.	

¹Title 16, California Code of Regulations: Division 14, Article 4 - 1443.5

MiraCosta College ADN Program

The MiraCosta College Nursing Program curriculum and Program Student Learning Outcomes (PSLOs) are designed to prepare graduates for safe, competent, and professional nursing practice. The curriculum and PSLOs are aligned with the Quality and Safety Education for Nurses (QSEN) competencies, the California Board of Registered Nursing (CA BRN) Standards of Competent Performance and Required Curriculum, and the National Council of State Boards of Nursing (NCSBN) NCLEX-RN Test Plan. The PSLOs also reflect the program threads of nursing process and human needs, roles of the nurse, communication, growth and development, human diversity, and pathophysiology related to health and illness.

End-Of-Program SLO (EPSLO)	QSEN	Nurse Practice Act/BRN	NCSBN/NCLEX Definitions provided below
EPSLO #1 Students will be able to apply the knowledge, skills and attitudes of a new graduate associate degree registered nurse to successfully pass the National Council Licensure Exam for Registered Nurses (NCLEX-RN) exam.	• Patient-centered care • Teamwork and collaboration • Evidence based practice • Quality Improvement • Safety • Informatics	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing Programs 1426. Required Curriculum	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity
EPSLO #2 Students will be able to consistently utilize therapeutic communication with patients, support persons, and members of the interdisciplinary team, including verbal, nonverbal, and written methods.	• Patient Centered Care • Teamwork and collaboration • Safety	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing Programs 1426. Required Curriculum	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity
EPSLO #3 Using the nursing process, students will demonstrate clinical reasoning skills to recognize, analyze and prioritize complex and evolving patient needs to develop and	• Patient-centered care • Teamwork and collaboration • Evidenced based practice • Safety	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity

MiraCosta College ADN Program

implement a plan of care.		Programs 1426. Required Curriculum	
EPSLO #4 Students will demonstrate competence in the application of electronic based resources to support evidenced-based learning, make informed clinical decisions, and ensure safe clinical practice.	• Patient-centered care • Teamwork and collaboration • Evidenced based practice • Quality improvement • Safety • Informatics	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing Programs 1426. Required Curriculum	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity
EPSLO #5 Students will be able to manage, promote, coordinate, and administer safe nursing care by integrating the nursing process, clinical judgment and skills competency for diverse patients and families across the lifespan.	• Patient-centered care • Teamwork and collaboration • Evidence based practice • Safety	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing Programs 1426. Required Curriculum	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity
Apply the knowledge, skills and attitudes of a new graduate associate degree registered nurse to successfully pass the National Council Licensure Exam for Registered Nurses (NCLEX-RN) exam.	• Patient-centered care • Teamwork and collaboration • Evidence based practice • Quality Improvement • Safety • Informatics	• 1443.5 Standards of Competent Performance • California Code of Regulations Title 16. Division 14. Article 3. Prelicensure Nursing Programs 1426. Required Curriculum	• Safe and Effective Care Environment • Health Promotion and Maintenance • Psychosocial Integrity • Physiological Integrity

MiraCosta College ADN Program

RN, LVN-to-RN, LVN, CNA & MA Technical Standards/Essential Functions:

This list outlines the technical standards/essential functions for students to successfully complete the requirements of nursing and allied health programs in classroom and clinical settings. These standards are not conditions of admission but are essential for students to deliver safe and effective patient care.

Prospective nursing and allied health students should review these standards carefully to make an informed decision about program enrollment. It's important to note that failure to meet these standards may prevent students from meeting course objectives and progressing in the program. Furthermore, the inability to perform these standards may pose a risk of harm to patients under their care.

The MiraCosta College district, and each individual who represents the district, shall provide access to its services, classes, and programs without regard to national origin, immigration status, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, pregnancy, physical or mental disability, or veteran status, or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. In addition to the aforementioned legally protected characteristics, the district also has an interest in nondiscrimination based on additional factors such as accent, citizenship status, economic status, and ethnic group identification even though students or employees could not make a legal claim of discrimination based on these factors ([BP 3410](#); [AP 3410](#)).

MiraCosta College ADN Program

Technical Standards/Essential Functions

Technical Standards (Essential Functions)	Description	Examples
Cognitive Ability	• Demonstrate critical thinking and clinical reasoning abilities necessary for collecting, analyzing, and integrating information and knowledge to make safe clinical judgments that promote positive patient outcomes. • Exhibit ability to respond appropriately to emergencies. • Possess math skills to perform calculations and analyses required for clinical practice. • Demonstrate the cognitive and technical ability to use information technology for retrieving, analyzing, and integrating health data; accurately documenting care and medication administration; and utilizing clinical support systems across varied web browsers and software platforms.	• Identify cause/effect relationships in clinical situations. • Develop, implement, and evaluate effectiveness of plans of care. • Organize and prioritize tasks. • Transfer knowledge from one situation to another. • Demonstrate problem solving abilities (measure, calculate, reason, prioritize, and synthesize data) sufficient for clinical judgment. • Read, integrate, and analyze written, verbal, and observed data regarding patient care. • Understand the rationale for, and comply with professional standards of practice, school/facility policies and procedures, and healthcare legislation. • Follow a process from start to finish utilizing sequential steps and established policies and procedures. • Identify and seek assistance when a clinical situation requires a higher level of expertise/experience. • Accurately add, subtract, multiply, divide and record numbers correctly. • Correctly calculate medication dosages (PO, IM, IVP, IVPB) and intravenous solution rates within a safe and realistic time frame. • Navigate and document patient information in EHR systems accurately and efficiently. • Enter nursing assessments, care plans, and progress notes into computerized systems while maintaining accuracy, confidentiality, and timeliness. • Use bar-code medication administration (BCMA) and electronic medication dispensing systems (e.g., Pyxis). • Utilize evidence-based databases (e.g., UpToDate, Micromedex) for safe patient care decisions. • Use virtual simulation platforms, computer-based learning modules and online clinical scenarios. • Demonstrate basic competence using web browsers, Microsoft Office or Google Workspace (Word/Docs, Excel/Sheets,

MiraCosta College ADN Program

		PowerPoint/Slides) for coursework, case studies, and presentations. • Use testing platforms (e.g., Canvas, ExamSoft) to complete assessments by logging in securely, navigating features, following protocols, submitting on time, and seeking support when needed. • Use email, learning management systems (e.g., Canvas, Blackboard), and online portals for communication and assignments. • Apply HIPAA principles when using electronic systems. • Recognize phishing, malware, or other cybersecurity risks in healthcare IT systems.
Communication Ability	• Demonstrate the necessary skills to effectively communicate with others through verbal, nonverbal, electronic, and written forms. • Demonstrate ability to speak, read, comprehend, and write English at a level that meets the need for effective communication with instructors, peers, coworkers, clients/families, and other health care providers. • Demonstrate ability to appropriately adjust non-verbal and verbal language to meet the needs of clients, families, and colleagues from diverse cultural and linguistic backgrounds.	• Communicate effectively with clients, families, and other members of the healthcare team. • Provide patient teaching. • Understand communicated patient information. • Provide ongoing verbal report. • Document accurate patient information. • Maintain patient confidentiality in spoken and written communications. • Function effectively under supervision.
Interpersonal/Intrapersonal Skills and Behavior	• Possess adequate emotional well-being to effectively utilize intellectual capabilities, make sound decisions in high-pressure situations, and demonstrate the flexibility needed to adapt to constantly changing circumstances. • Exhibit awareness of, and ability to, work with diverse populations.	• Maintain composure in clinical and classroom environments. • Respond professionally and appropriately to emergency situations. • Demonstrate a compassionate and caring attitude. • Demonstrate respect for individual differences.
Sensory/Observation	• Demonstrate ability to acquire information through use of the senses (visual, hearing, tactile, olfactory) sufficient for observing and assessing clients and their environment.	Visual • Observation of patient responses (at a distance/close at hand) and their environment. • Demonstrate visual acuity sufficient to observe, monitor, and assess equipment, clients, and their environment. • Assess and accurately measure drainage and bodily fluids. • Detect fire and initiate emergency measures. • Read medication labels and draw up and read syringe volumes accurately. • Tell time using second-hand clocks.

MiraCosta College ADN Program

		Hearing - Respond to monitor alarms, emergency signals, overhead pages, call lights, or cries for help in a rapid and effective manner. Tactile - Demonstrate tactile ability sufficient for patient care, physical assessment, and intervention. - Demonstrate tactile ability and dexterity sufficient for the use of small instruments. - Demonstrate tactile ability to interpret characteristics such as sharpness, texture, temperature, and bodily fluids. - Perform functions of physical exam and therapeutic interventions such as insertion of a catheter. - Demonstrate ability to put on and remove gloves, gown, shoe covers, mask, protective eyewear, and head covering. Olfactory - Detect malodorous or unusual odors from bodily fluids, wounds, and food. - Distinguish smells which contribute to assessing and/or maintaining the patient's health status and environment (fire, noxious fumes, etc.). - Tolerate exposure to various chemical odors.
Motor Skills	- Demonstrate sufficient physical abilities and strength to perform clinical, administrative, and emergency procedures. - Demonstrate gross and fine motor abilities sufficient to provide safe and effective patient care in all health care settings, including the ability to respond promptly to unexpected situations.	- Demonstrate ability to freely walk, stand, sit, squat, balance, climb, reach, grip, lift, pull/push, and move quickly as needed in the performance of clinical duties. - Possess motor skills necessary for assessment and therapeutic procedures such as inspection, palpation, percussion, auscultation, and other diagnostic maneuvers and procedures. - Demonstrate ability to effectively use appropriate ergonomic techniques (good body mechanics). - Assist with patient transfers such as moving in and out of beds or chairs, when necessary. - Lift up to 50 pounds without assistance and exert up to 100 pounds force for push/pull. - Demonstrate ability to maneuver in small spaces (walk, stand, and bend over). - Quickly intervene for a patient's health and safety, including the ability to perform Cardiopulmonary Resuscitation (CPR), if needed. - Manipulate, use, and clean small objects and equipment.

MiraCosta College ADN Program

		• Travel to and from academic and clinical sites
Physical Endurance	• Demonstrate ability to complete patient care assignments in a timely manner. • Demonstrate sufficient physical endurance to complete required clinical shifts and assigned tasks. • Demonstrate sufficient physical endurance to attend, participate, and complete class periods (e.g., lecture, skill lab activities) and school functions.	• Demonstrate ability to work 6- to 12-hour shifts on AM or PM clinical rotations. • Demonstrate ability to attend 2-6 hours of lecture. • Demonstrate ability to practice skills and nursing interventions in the simulation/skills lab for 8-16 hours/week
Environmental Tolerance	• Demonstrate ability to work effectively in the healthcare environment. • Demonstrate sensitivity and ability to protect self and others from environmental risks and hazards. • Demonstrate awareness and tolerance to allergens in healthcare settings. These include but are not limited to latex, medication (topical and ingestible), chemicals, and other substances.	• Demonstrate ability to tolerate prolonged periods of time amidst artificial lighting, air conditioning, dust and odors, residue from cleaning products, noise, congested workplace, and bodily fluids. • Perform Universal Precautions to work safely in an environment that includes infectious pathogens. • Tolerate noise. • Show awareness of, and sensitivity to, environmental allergens that affect patient comfort and wellness. • Perform frequent evaluation and correction of facility for vapors/fumes, excessive noise, and facility cleanliness in the performance of patient care. • Wear gloves, mask, head covering, protective eyewear and gown for extended periods of time in clinical and classroom settings.

*Adapted with permission from Cerritos College.

STUDENT RESOURCES

MiraCosta College ADN Program

Student Support Services: Student Accessibility Services (SAS)

MiraCosta College welcomes students or prospective students to self-identify as an individual with a disability. The Student Accessibility Services (SAS) office provides academic accommodations, advising and other services to students who experience a variety of disabilities, including but not limited to the following; acquired brain injury, ADHD, autism spectrum, blind or low vision, deaf or hard of hearing, intellectual disability, learning disability, mental health disability, physical disability, other temporary or chronic health conditions & disabilities. Email: sas@miracosta.edu Phone: 760.795.6658.

If you have a disability or medical condition impacting learning and have not yet been authorized to receive academic accommodations for the current semester, you're encouraged to contact the [Student Accessibility Services \(SAS\) office](#). The SAS office can be reached at (760) 795-6658 or email sas@miracosta.edu. The SAS office will help you determine which accommodations are available for you. Please Note: Academic accommodations cannot be applied retroactively.

Students are responsible for providing Accommodation Forms from SAS to each of their instructors as soon as possible once they determine they wish to utilize accommodations in the course. The notification should allow the faculty member **at least seven days** to arrange the accommodations. If the student: 1) chooses to withhold this information from the faculty, or 2) refuses offered accommodation, no special consideration can be granted retroactively.

If a student is approved for additional exam time as indicated on their accommodation form, they must schedule an appointment with SAS for proctoring in the Academic Proctoring Center (APC). Exam dates and times are determined by instructors, so students should consult with their instructor before booking with SAS. All nursing program exams must be taken **on school-provided computers or laptops**. While students have the option to take their exams in class with their instructors and peers, instructors cannot accommodate extended-time exams in the classroom setting.

Students must discuss accommodations they are requesting in the clinical setting with a Student Accessibility Services counselor. Student Accessibility Services will engage in an interactive process with the student and collaborate with faculty regarding clinical accommodations. SAS counselors will communicate with the student and clinical instructor to assist with implementation of the accommodation, if needed.

Helpful Campus Resources:

The following campus resources are some of the resources available to assist students.

Office	Extension
Academic Counseling	795 - 6670
Admissions and Records	796 - 6620
Bookstore	795 - 6630
Campus Police	795 - 6640
Child Development Center	795 - 6656
Financial Aid	795 - 6751
Health Services	795 - 6675

MiraCosta College ADN Program

Library	
Circulation desk	795 - 6715
Reference desk	795 - 6717
Mental Health	795 - 6675
Scholarship Office	795 - 6751
Service Learning	795 - 6616
Student Accessibility Services (SAS)	795 - 6658
Testing / Assessment Center	795 - 6685
Transfer Center	795 - 6880
Tutoring/Academic Support (TASC)	795 - 6682
Learning Commons (i.e. Writing Center)	795 - 6682

Course Assistance:

The MiraCosta College Nursing and Allied Health (NAAH) Department is committed to your success throughout the nursing program. Students in every semester have access to a variety of free academic support services, including the Nursing Success Retention Specialist (NSRS), tutoring, and specialized workshops designed to promote academic success.

Free tutoring is available for all nursing courses and is offered in two formats: (1) group tutoring sessions scheduled throughout the semester and (2) individual or small-group tutoring sessions by appointment. If you are struggling with specific topics, be proactive and attend a group tutoring session before your first quiz or exam. Early use of these resources can strengthen your understanding of course content and support your success throughout the program.

Please see the **Nursing Student Hub** Canvas course under **Course Assistance** for additional information, tutoring schedules, workshop offerings, and available support resources.

CALIFORNIA BOARD OF REGISTERED NURSING REGULATIONS

MiraCosta College ADN Program

California Board of Nursing Regulations

Nursing Practice Act (NPA):

The Nursing Practice Act (NPA) is the body of California law that mandates the Board to set out the scope of practice and responsibilities for RNs. The NPA is in the California Business and Professions Code starting with Section 2700:Regulations which specify the implementation of the law appearing in the California Code of Regulations.

The NPA is updated annually and is published by LexisNexis in conjunction with the Board. To purchase the latest edition of the NPA, please visit the [LexisNexis Store](#).

The NPA can also be found on the CA BRN website.

[California Business and Professions Code](#)

[California Code of Regulations](#)

Mandate to Protect the Public:

BUSINESS AND PROFESSIONS CODE - BPC

DIVISION 2. HEALING ARTS [500 - 4999.129]

(Division 2 enacted by Stats. 1937, Ch. 399.)

CHAPTER 6. Nursing [2700 - 2838.4]

(Chapter 6 repealed and added by Stats. 1939, Ch. 807.)

ARTICLE 1. Administration [2700 - 2717]

(Article 1 added by Stats. 1939, Ch. 807.)

2708.1 Protection of the public shall be the highest priority for the Board of Registered Nursing in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount.

(Added by Stats. 2002, Ch. 107, Sec. 10. Effective January 1, 2003.)

California Nursing Practice Act

1443.5 Standards of Competent Performance



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STANDARDS OF COMPETENT PERFORMANCE

Website: <http://www.rn.ca.gov/regulations/title16.shtml#1443.5>

1443.5. STANDARDS OF COMPETENT PERFORMANCE

A registered nurse shall be considered to be competent when he/she consistently demonstrates the ability to transfer scientific knowledge from social, biological and physical sciences in applying the nursing process, as follows:

- (1) Formulates a nursing diagnosis through observation of the client's physical condition and behavior, and through interpretation of information obtained from the client and others, including the health team.
- (2) Formulates a care plan, in collaboration with the client, which ensures that direct and indirect nursing care services provide for the client's safety, comfort, hygiene, and protection, and for disease prevention and restorative measures.
- (3) Performs skills essential to the kind of nursing action to be taken, explains the health treatment to the client and family and teaches the client and family how to care for the client's health needs.
- (4) Delegates tasks to subordinates based on the legal scopes of practice of the subordinates and on the preparation and capability needed in the tasks to be delegated, and effectively supervises nursing care being given by subordinates.
- (5) Evaluates the effectiveness of the care plan through observation of the client's physical condition and behavior, signs and symptoms of illness, and reactions to treatment and through communication with the client and the health team members, and modifies the plan as needed.
- (6) Acts as the client's advocate, as circumstances require by initiating action to improve health care or to change decisions or activities which are against the interests or wishes of the client, and by giving the client the opportunity to make informed decisions about health care before it is provided.

MiraCosta College ADN Program

Title: Challenge/Advanced Placement Into the Nursing Education Program for Military-trained Healthcare Personnel

Policy #: 100

Individuals with relevant military healthcare education and experience may be eligible for advanced placement in the Associate Degree Nursing (ADN) Program. Eligible applicants include, but are not limited to:

- Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP)
- Army Health Care Specialist (68W Army Medic)
- Air Force Independent Duty Medical Technician (IMDT 4N0X1C)
- Other military-trained healthcare personnel with comparable education and experience

Note: The challenge process may be attempted only once.

Eligibility Requirements

Applicants must:

- Meet all ADN program admission requirements, including prerequisite courses, general education requirements, and a passing TEAS score.
- Provide documentation of military education and experience, including:
 - Official transcripts demonstrating successful completion of coursework and clinical training;
 - DD214 showing honorable discharge; and
 - Documentation of military healthcare work assignments.

Military Challenge students who have earned a grade below a C or a W in a previous nursing program may not be eligible for credit by examination and will be reviewed on a case-by-case basis.

Challenge Process and Review

After review of the applicant's documentation and determination that all educational, experiential, and nursing program admission requirements have been met, the applicant will be required to complete the following examinations:

- Medication dosage calculation examination (minimum score of 90%);
- Credit by examination for challenged nursing course content (minimum score of 75%); and
- Skills competency testing.

Skills competency testing includes:

- Medication administration (PO, SQ, IM, IVP, and IVPB);
- Head-to-toe assessment, including obtaining a full set of vital signs; and
- Foley catheter insertion.

Students seeking to challenge ADN Program semesters 2–4 must successfully complete all required examinations for each preceding semester before being eligible to advance to the next semester. To be eligible for placement into NURS 181 Medical-Surgical Nursing I (1st semester-2nd 8 weeks), students must successfully complete the first-semester medication dosage calculation and skills competency testing. Challenge examinations are completed one semester

MiraCosta College ADN Program

at a time and follow the progression of the nursing curriculum.

Once eligibility for the challenge process has been confirmed, applicants will be provided with the course syllabus and objectives, content outline, textbook list, and an example of the examination format and style to assist with preparation.

Written and skills competency examinations for challenge/advanced placement must be completed at least eight weeks prior to admission into the program.

Application Process

Interested applicants must schedule an appointment with the ADN Program Director at least four weeks before the application period to discuss eligibility requirements.

Admission and Placement

1. Admission of challenge/advanced placement students is contingent upon space availability.
2. Applicants who successfully complete the challenge process will be granted advanced placement into the appropriate semester.
3. Students who successfully challenge the first semester may continue the same challenge process for placement into the second, third, and fourth semesters, provided all requirements for each preceding semester are successfully completed.
4. Upon admission through the challenge/advanced placement process, students will follow all applicable ADN Program policies, including the Transfer/Readmission Policy.

STANDARDS OF THE PROFESSION

MiraCosta College ADN Program

Codes of Ethics:

The establishment of a code of ethics is a fundamental characteristic of a profession and serves as the framework through which professional standards are established, maintained, and advanced. A code of ethics reflects a profession's acceptance of the responsibility and public trust placed in it. Upon entering the profession, each practitioner assumes a share of this responsibility and trust and is expected to uphold the ethical standards and professional conduct defined by the profession.

The American Nurses Association (ANA) developed the Code of Ethics for Nurses, which provides provisions to guide nurses in fulfilling their responsibilities in a manner that upholds both the quality of nursing care and the ethical obligations of the profession.

[ANA Code of Ethics](#)

The National Student Nurses Association (NSNA) recognizes that as students engage in academic and clinical learning environments, ethical principles are essential to their professional development. The NSNA developed interpretive statements that provide a framework to support nursing students in the ethical analysis of responsibilities, professional conduct, and decision-making in both academic and clinical settings, in alignment with the NSNA Code of Ethics for Nursing Students.

[NSNA Code of Ethics](#)

NURSING PROGRAM POLICIES, PROCEDURES, AND STANDARDS OF CONDUCT

MiraCosta College ADN Program

Academic Integrity:

MiraCosta College highly values academic integrity ([BP 5505](#), [AP 5505](#)). At the core, this means an honest representation of one's own work. MiraCosta College also promotes the approach that education is best accomplished as a cooperative, collaborative enterprise; we want you to work with and learn from each other. The line between academic integrity and collaborative education is not always easy to define and may vary from one discipline to the next and from one instructor to the next. Many aspects of cheating and plagiarism are universally recognized, while others are subject to debate.

Examples of academic dishonesty include, but are not limited to:

- Cheating: Copying work or using unauthorized aids, including but not limited to technology such as cell phones or watches, during an examination, quiz, or assignment.
- Plagiarizing: Copying work or ideas, including but not limited to the use of unauthorized electronic aids, and misrepresenting them as one's own.
- Falsification: Making up fictitious information and presenting it as factual or altering records for the purpose of misrepresentation.
- Facilitation: Helping another student to cheat, plagiarize, or falsify information. Some examples include writing a paper for another student, sharing work where it may be searched and submitted by others, referring a student to those sources, or knowingly allowing a student to copy one's own work.
- Printing: Tests and quizzes given online. They should not be printed for any reason.

Nursing requires the highest standards of ethical and professional behavior. As future nurses, students are expected to act with integrity in the classroom, lab, and all clinical settings, including clinical agency grounds.

Academic dishonesty is inconsistent with the values of the nursing profession. Cheating, plagiarism, copying or sharing work, or providing answers during testing or evaluation will result in a zero on the assignment or exam. Students will also be required to meet with faculty, complete a Student Support Agreement, and a Care Referral will be submitted with Academic Integrity identified as the nature of the incident. In cases of plagiarism or allowing others to use or submit one's work, the student must also redo the assignment at a minimum standard of 75%, although the grade will remain a zero.

For further information on academic integrity and conduct procedures, refer to the MCC Catalog or [AP 5500 Standards of Student Conduct](#) and [AP 5520: Student Conduct Procedures](#).

Students who have a score report that is flagged for suspicious behavior from online proctoring programs will be investigated further for academic integrity.

MiraCosta College ADN Program

Title: Attendance Policy

Policy #: 146

The nursing programs at MiraCosta College are concentrated and rigorous courses of study. Each course has been assigned a specific unit value for theory and clinical and is based upon an approved curriculum submitted to the California Board of Registered Nursing (CA BRN). Additionally, there are required hours for each clinical component that students must complete. The clinical portions of courses make up a significant part of the nursing curriculum and provide opportunities for the student to demonstrate progress and to be evaluated for applied knowledge and patient safety. A major portion of clinical assessment and evaluation takes place through direct observation and discussion. When students are absent from clinical, it may prevent the student from meeting course objectives and clinical evaluative criteria as well as making it difficult for students to meet required clinical hours.

The student is expected to be present at each class meeting and clinical assignment at the designated times. Absences that exceed the number of hours class meets in one week are considered excessive (allowable absences equate to one theory day absence and one clinical day per course). Excessive absences may result in a student failing to meet course/clinical objectives and the CA BRN legislated hours and concurrent educational requirements. Excessive absences (as defined below) may result in failure of the nursing course.

Students may not come to theory or clinical with symptoms of illness including but not limited to nausea, vomiting, fever, and cough. If a student becomes ill or experiences a medical or personal emergency during a clinical day and feels they must leave the clinical facility, the instructor must be consulted prior to departure. The student may not leave the clinical facility without the instructor's knowledge at any time. Any student who leaves a clinical facility without the instructor's permission or knowledge may be terminated from the program.

Lecture Absence:

1. Any student who does not attend the first-class meeting and does not contact their instructor within a reasonable time before the class meeting is scheduled to start may be dropped from the class.
2. The student is responsible for missed lecture content.
3. Absences which exceed the number of hours the class meets in a one-week period are considered excessive. Allowable absences equate to one theory day per course.
4. Students who miss one theory day will be required to meet with their theory instructor to receive a make-up assignment. It is the student's responsibility to contact the theory instructor to make these arrangements. If one theory day is missed, a Student Support Agreement (SSA) will be initiated to support student success. If two theory days are missed for a semester-long course, the student will consult their instructor and RN Director to ensure they have the resources and guidance needed to stay on track. Students who miss two theory days in an 8-week course or three theory days in a semester-long course—without an approved Medical Leave of Absence—will be dismissed from the program.

MiraCosta College ADN Program

Title: Attendance Policy

Policy #: 146

5. In emergencies or extenuating circumstances where a student expects to miss more than one theory class, they must inform their theory instructor and the ADN Program Director in advance, unless they are unable to do so due to circumstances beyond their control. The theory instructor and the ADN Program Director will then arrange a meeting with the student.

Clinical Absence:

1. Students are expected to be present every week in theory and clinical courses.
2. Students must report an impending clinical absence to their clinical instructor following the procedure the clinical instructor outlined at the beginning of the rotation. Make-up clinical days will be required.
3. Students must make up all missed clinical time. The time required will be at least equal to the time missed. The assignment will be determined by the lead course instructor and may include but is not limited to: 1) a selection of computer programs(s) and/or videos on which to report, 2) a library research project, 3) oral presentation, or 4) case study, or 5) clinical hours on-campus or within a facility. Make-up assignments must be completed by the instructor's specified due date. Failure to complete the assignment on time or in an unsatisfactory manner may result in a "Fail" course clinical evaluation.]
4. Absences which exceed the number of hours the class meets in a one-week period are considered excessive. Allowable absences equate to one clinical day per course.
5. Students who miss one clinical day will be required to make arrangements to meet with the lead course instructor and/or clinical instructor to discuss a make-up clinical assignment.
6. If one clinical day is missed, a Student Support Agreement (SSA) will be initiated to support student success. Students who miss more than one clinical day in an 8-week course (includes NURS 180) or more than two clinical days in a semester-long course—without an approved Medical Leave of Absence—will be dismissed from the program.
7. A student absent due to illness or injury may be required to provide a physician's note before returning to clinical. The note must specifically release the student to clinical and verify that the student has no physical or mental condition that would prevent the safe and successful performance of the required responsibilities and tasks, with or without reasonable accommodations. Sample verbiage for the note, "Jane Doe is cleared to participate fully in clinical and theory activities without restrictions."
8. If a student misses a clinical assignment that the instructor considers essential for evaluating course competency, the experience may not be rescheduled, and the student will receive a failing grade for the clinical portion of the course.
9. In emergencies or extenuating circumstances where a student expects to miss more than one clinical day, they must inform their theory instructor and the ADN Program Director in advance, unless they are unable to do so due to circumstances beyond their control. The theory instructor and the ADN Program Director will then arrange a meeting with the student

MiraCosta College ADN Program

Title: Attendance Policy Policy #: 146

Tardiness:

Patterns of tardiness are not consistent with the expected attributes of responsibility and accountability. A student who is tardy more than once may receive a request to meet with their instructor to discuss the problem and/or disciplinary actions.

Lecture:

1. Tardiness to lectures is disruptive to the entire class. If a student is tardy to a class in which an examination is being conducted, they may have points deducted from their examination score at the instructor's discretion.
2. Students are considered tardy if they arrive later than the designated start time at the designated location as defined by each lecture instructor.
3. Two tardy arrivals will be considered an absence. See section on Theory Absences for more information.

Clinical:

1. Students are expected to be in their assigned clinical area and ready to begin related activities and tasks at the time specified by the individual faculty member.
2. Student tardiness results in unsafe patient care due to lack of or abbreviated shift reports.
3. Students are considered tardy if they arrive later than the designated start time at the designated location as defined by each clinical instructor.
4. If a student is tardy two times for clinical, the student will be given a clinical absence.
5. Students who arrive 15 minutes or more late to their clinical unit will not be allowed to stay. The day will count as a clinical absence, and the missed hours must be made up. See the Clinical Absences section for more details.
6. If a student anticipates a possible tardy, they are expected to inform the instructor using the procedure outlined by the instructor during orientation and the syllabus.
7. Student tardiness will be reflected in the Weekly Clinical Performance Evaluation. Continued tardiness may result in a "Fail" clinical evaluation.

Jury Duty:

MCC recognizes jury duty as a civic responsibility. Nursing students are strongly encouraged to request a jury service deferral or rescheduling whenever possible to avoid missing scheduled theory or clinical hours. Students who require documentation for the court should request a note from their theory instructor. Absences due to jury duty are recorded in accordance with MCC attendance policies and are counted as absences under the ADN program *Attendance and Absence Policy*. If a student is absent on a scheduled examination day, an alternate examination will be administered. The alternate examination may consist primarily of essay-format questions, consistent with program exam practices

MiraCosta College ADN Program

California Board of Registered Nursing RN Licensure Information:

During the 4th semester of the ADN program, students will need to apply to the CA BRN and ADN Program will assist students with this process. NAAH Administrative Assistant Aimee Barragan will provide detailed instructions approximately two weeks before the end of the semester. The earliest students apply to the CA BRN is no more than two weeks prior to graduation.

As part of the application process, students are required to complete fingerprinting. For convenience, a third-party fingerprinting company will come to campus, and students can schedule appointments at times that work best for them.

There are fees associated with both the CA BRN application and NCLEX-RN registration through Pearson Vue. Students should plan to budget approximately **\$574 total**:

- \$300 for the CA BRN application
- \$200 for Pearson Vue registration
- \$74 for fingerprinting

Students requesting exam accommodations for the NextGen NCLEX-RN and/or those with a criminal conviction within the past seven years of applying to the CA BRN will be required to submit additional documentation.

If students have questions beyond the information provided above, they will need to contact the CA BRN directly.

Cellular Phones:

Cellular phones must be off or on vibrate mode in the clinical setting and in the classroom. Cellular phones may not be used in the classroom or taken to patient care areas during clinical hours. Students may NEVER take pictures of any kind within the clinical setting.

Changes in Student Information:

It is important that the student notify the department promptly of any changes in name, address, telephone numbers, email address or emergency contact person(s). In cases of emergency, illness, or scheduling change it is critical that the department be able to reach all students.

Title: Classroom Etiquette

Policy #: 144

Classrooms are used by a variety of classes and programs. Please avoid the distraction caused by entering classrooms when another class is in session. This includes placing belongings inside or passing through to gain access to the lab or other areas. Please place personal belongings in designated storage areas and refrain from placing them on nursing lab equipment. Students are expected to be respectful, attentive, and participatory in class with all electronic communication devices turned off. Cellular telephones are not to be used during class.

MiraCosta College ADN Program

Students are expected to adhere to MCC Standards of Student Conduct ([BP/AP 5500](#)) and demonstrate respectful behavior to peers, faculty, and staff to contribute to a positive classroom and learning environment. Any behavior identified as disruptive carries possible consequences which may include, according to MiraCosta policy, removal from class for two class meetings ([AP: 5520](#) Student Conduct Procedures).

Title: Commencement Ceremony/Graduation

Policy #: 191

Graduates of the ADN Program participate in the annual MiraCosta College (MCC) Commencement. The Commencement Ceremony is the only official departmental completion activity in which faculty are required to participate. Nursing is an academic discipline and, as such, celebrates campus-wide with graduates and faculty from all other disciplines in commencement. ADN graduates wear black gowns with white tassels and white stoles. The ADN program pin may be worn pinned to the stole on the left. For more information on commencement, please visit www.miracosta.edu/commencement.

Each student is strongly encouraged to make an appointment to meet with a counselor before the end of the 2nd semester to determine eligibility for graduation. If a student completes general education coursework at another college or university while enrolled in the program, they must submit official transcripts to MCC showing the final grades for that coursework. **It is the students' responsibility to ensure that they have met graduation requirements and that all transcripts showing final grades have been sent to MCC.** During the 4th semester, a petition for graduation must be filed with Admissions and Records by the filing deadline: fall (by Oct. 1) and spring (by March 1). Graduate petitions can be found [HERE](#).

Title: Completion (Pinning) Ceremony

Policy #: 192

A pinning ceremony is held on campus in December and May of each year for those students successfully completing the program. The completing students dress in nursing uniforms and receive the school pin currently. Graduating students, with the help of the Assistant Director and nursing faculty, plan the ceremony. Final approval of the ceremony plans must be given by the Director. All students in attendance are expected to meet the Standards of Student Appearance in the Clinical Setting specified elsewhere in the Nursing Student Handbook.

Course Skills Competency & Medication Administration Testing

Policy: 122

From the start of the program—in Nursing Fundamentals (NURS 180), Transition from LVN to RN (NURS 280), and throughout subsequent courses—students are required to demonstrate competency in nursing skills and medication administration using program-developed skills checklists. These checklists, along with instructional videos, are available on the Nursing Student

MiraCosta College ADN Program

Hub to support preparation. Each skill test allows up to three attempts for successful completion. After each unsuccessful attempt, the student is required to complete one hour of skills lab practice before retesting. Students must enroll in the Nursing Skills/Simulation course that corresponds with their current semester in the program. On the third attempt, two instructors will independently evaluate the student. Failure to pass any skills

Title: Dosage Competency Exams

Policy #: 121

An essential aspect of safe nursing care is the ability to calculate medication dosages and administration rates for intravenous fluids. Prior to each clinical rotation in which medication administration is required, students will be given a dosage calculation test. Students must obtain at least a 90% on the examination to be allowed to administer medications. The examination is designed to reflect current practice, safety standards, and regulations. If the first two attempts are unsuccessful, the student will be given a Student Support Agreement and permitted to take the exam a third time. If the student is unsuccessful on the third attempt, they will receive a failing clinical evaluation and course grade and will be dismissed from the program. If the student is eligible for reentry, they may reapply to the program after meeting with the Program Director. Please see table below for timeline for completion of the dosage competency exams.

Class Length	Completion of 1st attempt	Completion of all attempts
Fundamentals (8 weeks)	Week 4	Week 7
Other RN Courses (8 & 17 week)	Week 1	Week 3

Email Responsibilities:

All students must obtain a new professional Gmail account with last name and first name. This is free. Example: SmithMary@gmail.com.

Externships (NURS 288):

After completion of the second semester, students are eligible to apply for nurse externship positions at local healthcare agencies. If accepted for a position by the hospital, the student will enroll in the course NURS 288 Nurse Externship. It is the student's responsibility to find these positions in the community as this is an optional course. The clinical requirements vary per facility.

Title: First Class Meeting Attendance

Policy #: 118

Attendance at the first class meeting is required. Students who do not attend and have not notified the Department or instructor may be dropped from the class and subsequently dismissed from the program.

MiraCosta College ADN Program

Title: Health Requirements and Health Coverage

Policy #: 111

Before the first day of the ADN Program, students must complete a physical examination, submit their American Heart Association (AHA) Cardiopulmonary Resuscitation (CPR) card, and provide updated immunization and immunity records. All immunization records, including TB testing, the AHA CPR card, and the physical exam, must be uploaded into Complio by the designated due date before beginning the program and continually updated as needed before any requirement expires. **TB and CPR cards cannot expire during the semester**. These requirements are mandated by the clinical facilities with which the college has affiliation agreements, and students must keep them current at all times in order to participate in scheduled clinical activities. Students who do not meet all requirements will not be admitted to the program, and those who allow their requirements to lapse will receive an “F” course grade and will be dismissed from the program.

Students in the 2nd through 4th semesters must ensure all requirements are updated by the deadline set by their instructor. If not, the student will not be permitted to progress in the program and thus risk dismissal. Students who fail to keep their Complio accounts current and were emailed more than two (2) times, will receive an “F” course grade and will be dismissed from the program. Re-admission will be per space available.

Students are encouraged to carry their own health insurance. The college covers liability and workman’s compensation for each student. An important resource is [Student Health Services](#). Currently enrolled students who have paid the health fee have access to medical and mental health services at the Oceanside and San Elijo campus health offices. In the event of a major illness or accident, medical insurance is recommended. MiraCosta College does not offer a student health insurance policy but provides [resources and information](#) on obtaining health coverage as a college student.

Students may not come to theory or clinical with symptoms of illness (nausea, vomiting, fever, cough, etc.). If a student is injured, becomes seriously ill, or has surgery while enrolled in the program, a physician’s note must be provided before returning to the classroom or clinical setting. This release must specifically state that the student may participate in both clinical nursing activities and classroom sessions with or without reasonable accommodations. Students must meet with Student Accessibility Services (SAS) for reasonable accommodations. The note will be retained in the student’s file. If a student expects to miss more than one week of class and clinical, they should schedule an appointment with the RN Director to discuss a Medical Leave of Absence

(MLOA). **Any student injured in the clinical setting must follow the Student Accident/Injury section.**

* Reasonable accommodations do not include measures that fundamentally alter the nature of the course or program.

MiraCosta College ADN Program

Title: Impaired Student Policy

Policy #: 134

The CA BRN defines unprofessional conduct as the use of controlled substances, dangerous drugs or devices, or alcoholic beverages to a degree or in a manner that is harmful to the student or others. Under [Business and Professions Code section 2762](#), a criminal conviction related to the prescription, consumption, or self-administration of such substances constitutes conclusive evidence of unprofessional conduct. The CA BRN further recognizes that chemical dependency and mental illness are medical conditions and affirms that they should be addressed and treated as diseases.

The CA BRN established the following expectations for students enrolled in approved nursing programs:

- Voluntarily seek diagnosis and treatment for chemical dependency or mental illness and provide evidence of treatment and fitness for practice to the nursing program.
- Show evidence of rehabilitation when submitting their application for licensure.

The CA BRN provides instructors with the authority and responsibility to take immediate corrective action regarding an impaired student's conduct and performance in the clinical setting. This includes removing the impaired student from the patient care area until the student is deemed medically safe to return to patient care activities.

According to MCC Standards of Student Conduct ([AP 5500](#)), the unlawful possession, use, sale, distribution, or influence of alcohol, controlled substances, or drug paraphernalia on college property or at college-sponsored activities is prohibited. The College further prohibits the use of controlled substances, including marijuana, on any college site or at any college-sponsored activity, including medically prescribed marijuana, in accordance with California law.

The ADN program requires that nursing students provide safe, effective, and supportive patient/client care. To fulfill this obligation, nursing students must be free of chemical impairment and effects of mental illness during any part of the ADN program. The faculty believes that a nursing student who develops signs and symptoms of chemical impairment and/or mental illness can be helped to recover.

MiraCosta College ADN Program

Title: Impaired Student Policy

Policy #: 134

The nursing faculty, out of concern for the student exhibiting impaired behaviors, has developed the following policy, which is consistent with MCC and CA BRN guidelines. Confidentiality will be maintained. Examples of impaired behaviors may include, but are not limited to, the following:

1. Physical impairment
2. Impaired judgment
3. Mental or emotional impairment
4. Disruptive actions
5. Inconsistent behavior patterns

If a student is determined by the instructor to be exhibiting any of the above behaviors in the **classroom or laboratory setting**, MCC [AP 5520: Student Conduct Procedures](#) will be followed. Included in AP 5520 are steps C, D and G (see below).

C. Unlawfully possessing, using, selling, offering to sell, furnishing, or being under the influence of an alcoholic beverage. While the distribution or sale of alcohol is permitted at events sponsored by the MiraCosta College Foundation and off campus events sanctioned by the college, students serving as representatives of the colleges at such events are prohibited from consuming alcoholic beverages.

[BP 3560: Alcoholic Beverages](#)

[AP 3560: Alcoholic Beverages](#)

D. Unlawfully possessing, using, selling, offering to sell, furnishing, or being under the influence of any controlled substance listed in California Health and Safety Code §§11053 et seq., including marijuana; or unlawfully possessing, or offering, arranging, or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code §11014.5. MiraCosta College does not permit students to use medically prescribed marijuana at any college site or at any college-sponsored activity.

[BP 3550: Drug-Free Environment and Drug-Prevention Program](#)

[AP 3550: Drug-Free Environment and Drug-Prevention Program](#)

G. Smoking or using any tobacco products in violation of [Board Policy 3570: Tobacco-Smoke-Vapor-Free Campus](#), as described in [Administrative Procedure 3570: Tobacco-Smoke-Vapor-Free Campus](#).

If students are found engaging in behaviors related to C, D, and G above, they may be subject to suspension or expulsion from other college programs, in accordance with Standards of Student Conduct ([BP/AP 5500](#)) and Student Conduct Procedures ([AP 5520](#)).

If a student demonstrates any of these behaviors (e.g. physical impairment, impaired judgment, mental or emotional impairment, disruptive actions) in the **clinical setting**, as determined by the instructor, the following actions will occur:

MiraCosta College ADN Program

1. The student will be removed from the clinical patient setting per CA BRN guidelines.
2. The student and instructor, when possible, are to meet in a private location and the instructor shall inform the student of the sign(s) and behavior(s) that were observed and allow the student to provide a brief verbal explanation.
3. The impaired student must arrange for safe transportation to their residence.
4. The incident will be reported immediately to the ADN Program Director for investigation.
5. A Student Support Agreement that includes the observed student behaviors indicative of impairment will be prepared by the faculty member immediately, or as soon as possible, signed by the student and submitted to the Nursing Program Director.
6. The student will schedule a meeting with the ADN Program Director and faculty member for consultation and investigation.
7. The student will be referred for further professional evaluation (Student Health Services or private). An individual with expertise in the mental health/substance abuse area must perform the professional evaluation and may not be a member of the faculty. Payment for the evaluation and related costs, treatment, and follow-up care is the student's responsibility.
8. The student may be subject to suspension or expulsion from other college programs, in accordance with Standards of Student Conduct ([BP/AP 5500](#)) and Student Conduct Procedures ([AP 5520](#)).
9. If a student is eligible to return to the program, they must follow the ADN program's Readmission/Transfer policy.
10. If the student is eligible to return to the program, the student must provide evidence of a professional evaluation to the ADN Program Director prior to returning to classes.
11. If the student is eligible to return to the program and treatment is recommended, the student must complete the program determined by the evaluator. Written documentation of treatment program completion and fitness for practice is required to be submitted to the ADN Program Director prior to returning to the program. The documentation must be signed by an individual with expertise in mental health/substance abuse treatment.
12. A "No Pass" clinical evaluation and an "F" course grade will be given to a student unable to complete required clinical hours due to treatment.

If a student is suspected of being impaired and is therefore considered a risk to themselves or others, and the student refuses to comply with obtaining the required professional evaluation, the student will be removed from patient care activities. Removal from clinical activities will result in a "No Pass" clinical evaluation, an "F" course grade, and dismissal from the ADN program. In addition, the student may be subject to suspension or expulsion from other college programs, in accordance with Standards of Student Conduct ([BP/AP 5500](#)) and Student Conduct Procedures ([AP 5520](#)).

If a student is eligible for readmission, the student must comply with the ADN Program Readmission/Transfer Policy and submit documentation of a professional evaluation to the ADN Program Director prior to returning to classes. If treatment is recommended, the student must successfully complete the prescribed treatment program and provide written documentation of

MiraCosta College ADN Program

treatment completion and fitness for practice, signed by a qualified mental health or substance abuse professional, before readmission to the program.

Harassment and Title IX

MiraCosta College District is committed to providing an academic and work environment free of unlawful harassment.

[AP 3430: Prohibition of Harassment](#)

[AP 3433: Prohibition of Sexual Harassment Under Title IX](#)

If you feel that you've been subjected to discrimination, MiraCosta has resources available that can help you. Contact the Director, Title IX & Inclusive Practices or a Deputy Title IX Coordinator to [file a complaint](#) or find out what services MiraCosta has to offer.

[Caitlin Frank](#), Director, Title IX & Inclusive Practices, 760.795.6860

[Colleen Maeder](#), M.S., Deputy Title IX Coordinator, Director of Student Services, San Elijo, 760.634.7806

[Mitra De Souza](#), M.Ed., Deputy Title IX Coordinator, Director of Student Services, Community Learning Center, 760.795.8719

[Terrence Shaw](#), M.S.Ed., Deputy Title IX Coordinator, Director of Student Life & Leadership, Oceanside, 760.795.6899

[Tom Tubon](#), Deputy Title IX Coordinator, Executive Director, Community Education & Workforce Development, 760.795.6824

Title: Internet Access

Policy #: 143

Classes may be conducted in a computer classroom with internet access. Because MiraCosta College supports academic freedom, no filters are placed on internet access to electronic content. Some internet sites, however, may contain material that is not appropriate for the educational setting. If a student encounters offensive content of any nature, the student should inform the instructor immediately. Inappropriate use of technology at MiraCosta will not be tolerated. This includes, but is not limited to, the following examples:

- Violating copyright law or software license agreements
- Installing software without authorization
- Seeking to gain or gaining unauthorized access to information resources
- Damaging software or hardware owned by the college

MiraCosta College ADN Program

Title: Internet Access

Policy #: 143

- Distributing "spam" e-mail, offensive email content, or other abuse of email accounts provided by the college
- Intentionally disrupting network activity or attempt to hack into systems using MiraCosta College equipment or networks
- Violating MCC policies regarding harassment ([BP/AP](#): 3430 Prohibition of Harassment) and sexual harassment ([BP/AP](#) 3433: Prohibition of Sexual Harassment under Title IX).

Members of the college community, students, and staff are required to act in accordance with college policies, relevant laws, contractual obligations, and the highest standard of ethics. Please see MCC policies on computer and network use ([BP 3720](#), [AP 3720](#)).

Title: Lippincott Wolters-Kluwer Assessment and Resources

Policy #: 151

Overview:

MiraCosta College has entered a *Complete Partnership* with Lippincott Wolters-Kluwer to support student learning, improve academic performance, and prepare students for program exams and the NextGen NCLEX-RN. This partnership provides comprehensive resources, including:

- Dosage Calculation and Pharmacology Made Easy Assessments
- Anatomy & Physiology Assessments
- Test-Taking Strategies Workshop
- Active Stack Pharmacology Flashcards
- Real-Life Clinical Reasoning Scenarios
- NCLEX Success Trifecta
- Post-graduation On-Ground NCLEX Review Class

These tools are integrated throughout the ADN program and designed to reinforce content mastery, critical thinking, and clinical reasoning skills.

Fee and Course Integration:

The Lippincott Wolters-Kluwer package is included in student fees at the start of the program and each subsequent semester, and it is used in the following courses:

- NURS 180
- NURS 182
- NURS 280
- NURS 282
- NURS 283
- NURS 284

MiraCosta College ADN Program

Title: Lippincott Wolters-Kluwer Assessment and Resources

Policy #: 151

Assessment Plan:

As part of the ADN program's assessment plan, students must complete standardized Clinical Judgment Exams (CJEs) through ExamSoft in designated courses in the curriculum. These online assessments and remediation tools are nationally normed and provide pre-written, high-quality assessments for nursing programs nationwide—created by NurseThink®, the leading experts in nursing education, and powered by ExamSoft. Nursing programs now have access to clinical judgment assessment data necessary to continuously improve student learning outcomes, empower students for NCLEX-RN® success, enable timely feedback, and develop practice readiness.

All content from Clinical Judgment Exams is categorized in accordance with NCLEX-RN®, QSEN, and the Clinical Judgment Measurement Model (CJMM) so every student performance report highlights specific individual strengths and weaknesses.

The content of the CJEs is developed by teams of experts in nursing and education. Experts in assessment work with professional nurses and nursing faculty to ensure each question has a solid clinical judgment focus. Item types include case studies, matrix, cloze, multiple choice, multiple response, clinical hotspots, drag and drop, calculations, and ordered response. Unique electronic health record scenarios, including trending questions, are included throughout to increase realism and the clinical judgment focus.

CJEs are used to evaluate knowledge in approximately eight key nursing content areas across the program. Upon completion of each assessment, students receive:

- A detailed Strengths & Opportunities report outlining content strengths and areas for improvement
- Evaluation of critical thinking, priority setting, and understanding of the nursing process
- Actionable study recommendations

The Strengths & Opportunities Report provides detailed information on each individual student and a Summary Report is provided for aggregated cohort performance. Performance data also demonstrates learners' percentile rank compared to a national sample of students taking the same exam. These rankings give the program reliable data that can be used for: individualized lesson plans; continuous curricular quality improvement; curricular feedback loops; national benchmarks with other programs; predictions of readiness for the NCLEX-RN; predictions of practice readiness; and Systematic Plans of Evaluation (SPE).

Practice Assessments and Critical Points Requirement:

Prior to each proctored CJE, students are required to complete an online Open Check practice exam. After completing the practice exam:

- Students must download a Category Performance report and review all incorrect responses.

MiraCosta College ADN Program

Title: Lippincott Wolters-Kluwer Assessment and Resources

Policy #: 151

- For every category that received a “Needs Improvement” indicator, students must write 3 critical points to remember (typed or handwritten).
- These critical points and Category Performance report must be submitted prior to taking the proctored exam.

CJE Benchmark Exams are based on 5 levels:

A maximum of 15 points towards students' exam grade will be earned based on the Benchmark and following levels outlined in the Wolters Kluwer CJE RN Cut Score Grading Grid:

Emerging Clinical Judgment	Developing Clinical Judgement	Achieving Clinical Judgement	Strengthening Clinical Judgement	Mastering Clinical Judgement
3 points	6 points	9 points	12 points (Goal)	15 points

Level	Points Awarded
Level 5	15
Level 4	12 (Goal)
Level 3	9
Level 2	6
Level 1	3

Strategies for Success:

Students who consistently score below Level 2 should consult with their instructor for support. Instructors will review assessment data, assist students in interpreting results, and provide targeted study strategies and remediation to support improved performance.

Comprehensive Predictor Assessment:

In NURS 283, students will complete the proctored Lippincott Clinical RN Readiness Exam. Students must also complete all required online practice exams.

A passing score on the Lippincott Clinical RN Readiness Exam is defined as achieving a 90% or higher predicted probability of passing the NCLEX-RN.

Students are strongly encouraged to complete the Virtual NCLEX Review Program during and after the fourth semester, in addition to participating in the in-person review course offered after program completion

MiraCosta College ADN Program

Title: Lippincott Wolters-Kluwer Assessment and Resources

Policy #: 151

Scheduling and Attendance:

CJEs are scheduled by course instructors. Students requiring accommodations must notify their instructor and contact Student Accessibility Services (SAS) at 7 days prior to the scheduled exam to arrange alternative testing.

Make-up assessments may incur a fee by Lippincott if prior arrangements are not made. Any absences or late requests must be discussed with the instructor in advance.

Assessment Schedule by Course:

Semester	Course #	Course Name	Name of Exam
1st	NURS 181	Medical-Surgical Nursing I	Fundamentals of Nursing
2nd	NURS 183	Medical-Surgical Nursing II	Pharmacology
2nd	NURS 182	Maternal-Child Nursing	Combined Maternal-Newborn & Pediatrics
LVN-to-RN	NURS 280	Transition from LVN to RN	Pharmacology
3rd	NURS 281	Medical-Surgical Nursing III	Medical-Surgical I
3rd	NURS 282	Psychiatric–Mental Health Nursing	Mental Health
4th	NURS 283	Medical-Surgical Nursing IV	Medical-Surgical II
4th	NURS 284	Contemporary Nursing & Leadership	Leadership
4th	NURS 284	Contemporary Nursing & Leadership	Readiness Assessment

Title: Medical Leaves of Absence

Policy #: 181

The nursing programs at MiraCosta College are concentrated and rigorous courses of study. Each course has been assigned a specific unit value for theory and clinical and is based upon an approved curriculum submitted to the California Board of Registered Nursing (CA BRN). Clinical portions of courses make up a significant part of the nursing curriculum and provide opportunities for the student to demonstrate progress and to be evaluated for applied knowledge and patient safety.

MiraCosta College ADN Program

Title: Medical Leaves of Absence

Policy #: 181

A major portion of clinical assessment and evaluation takes place through direct observation and discussion. When students are absent for a clinical day, it may prevent the student from meeting course objectives and clinical evaluation criteria, as well as making it difficult for students to meet required hours.

Students must be free from any physical or mental condition that would prevent the safe and successful performance of their required responsibilities and tasks. A student may request a Leave of Absence (LOA) from the nursing program if they are unable to do so.

Students may request with the ADN Program Director a temporary LOA from the nursing program, of no longer than one week per year, for the following reasons: medical conditions, personal or family crisis, and financial necessity. Student requests for an LOA for other reasons will be considered on a case-by-case basis. Students requesting a temporary LOA must follow the steps outlined below:

- The student must send their written request to the ADN Program Director explaining (1) the basis for the requested leave, and (2) the duration of the leave. The student must contact the ADN Program Director ***prior to*** any absences. If a student does not contact the ADN Program Director prior to any absences, Attendance Policy #146 will be applied.
- Medical leave must be supported by a certification from a health care provider stating that the student is unable to participate in the program because of a serious health condition or disability for which there is no accommodation without creating risk to the safety of the student, staff, or patients. The certification must also provide an anticipated date of return. All medical releases must be submitted on the health care provider's official letterhead and/or contain the health care provider's stamp with their address and phone number. Documentation of the need for medical leave does not need to include diagnostic or other private medical information.
- Upon return from medical leave, the student must provide a letter from their health care provider clearing them to return to the classroom, laboratory and clinical settings, and the ability to continue in all aspects of the student role (theory and clinical), with or without reasonable accommodations. Students will meet with Student Accessibility Services (SAS) to determine what reasonable accommodations they need, if any. Students may also meet with the District's Title IX Coordinator for assistance with services for pregnancy or related conditions. Reasonable accommodation do not include measures that fundamentally alter the nature of the course or program.
- The nursing program will provide written notification to the student regarding whether their request for leave is granted, the length of the leave, the date the leave expires, and the timeline for reapplication to the program.

MiraCosta College ADN Program

Title: Medical Leaves of Absence

Policy #: 181

- The lead instructor will assign clinical make ups to students at their discretion.

Allowable absences equate to one theory day absence and one clinical day per course. If more than one week of leave is needed, the student will need to drop the nursing program and return at a later date. Returning students will need to follow the readmission policy set forth in policy #193.

*Please note- The process for a temporary LOA applies to the nursing program. For courses outside the nursing program, please consult with the instructor and/or program director.

NSNA (National Student Nurses Association)

Students are eligible and encouraged to join the NSNA Club. Advisors are Roland Estrella, MSN, and Allison Perkins, Ph.D. This organization provides many opportunities for professional growth and development. A mentor program is available through NSNA. Presentations about this organization will be given at orientation and throughout the program.

Title: Nursing Student Complaint & Grievance Procedure

Policy #: 133

Faculty and administrators welcome feedback and concerns. Students should follow the chain of command by first discussing the specific issue with the faculty and hopefully a resolution can be achieved at that level. If this is not satisfactory for the student, they should submit a complaint to the director of the ADN Program. The Director will review the situation and discuss it with the faculty for potential resolution. The Director will then review the proposed outcome/resolution with the student. If the student is not in agreement with the decision, the student may follow the student grievance policy and contact the Nursing and Allied Health Department Chair.

Chain of command:

Theory: Theory Instructor→RN Director→Department Chair→Dean

Clinical: Clinical Instructor→ Theory Instructor→RN Director→Department Chair→Dean

Grievance Information:

Any student at MiraCosta College that has a complaint and feels it cannot be resolved at the ADN Director level, has access to due process. Again, the student is expected to attempt in good faith to resolve the issue/complaint with the individual(s) concerned and/or at the ADN Director level. If the complaint cannot be resolved within the department, the student should follow [MiraCosta AP 5530: Student Rights and Grievances](#) described online and in the college catalog.

Definitions:

Complaint= A formal expression of dissatisfaction or concern raised by a student regarding aspects of their educational experience. Complaints are resolved at the RN Director level.

MiraCosta College ADN Program

Grievance= Any student who believes a decision or action by an instructor, college official, or by another student has adversely affected their status, rights, or privileges as a student. Grievances are resolved outside of the department and according to MiraCosta [AP 5530: Student Rights and Grievances](#).

Title: Nursing Student Conduct / Faculty Responsibility

Policy #: 145

I. Expectations held by the College:

The MiraCosta College Catalog contains the "Rights and Responsibilities of Students." This policy strives to provide a positive educational environment and maintain the health and safety of the campus community. The policy is consistent with the California Education code and all applicable laws. Students are expected to adhere to MCC Standards of Student Conduct ([BP/AP 5500](#)) and Student Conduct Procedures ([AP 5520](#)).

II. Expectations held by Nursing Faculty:

The following expectations focus on the role of SRN according to ADN program policies. These expectations are based on the [ANA Code of Ethics](#), the CA BRN [Standards of Competent Performance](#), and the CA BRN guidelines addressing the Registered Nurse's role as a [patient advocate](#) and as a [supervisor](#).

It is expected that the MCC Nursing Student will:

1. Perform only those nursing procedures that have been previously taught and practiced.
2. Demonstrate consistent growth and improvement in both nursing knowledge and skill throughout the Program.
3. Establish and maintain relationships that are proper and appropriate with faculty, patients, staff, and visitors.
4. Build interpersonal relationships that communicate respect and promote human dignity.
5. Students must follow the policies and procedures of the clinical facility in regards to language and interpreting.
6. Refrain from discussion of personal or health problems with patients / families.
7. Avoid suggesting treatments or remedies outside the scope of nursing interventions.
8. Listen to and demonstrate sincere interest in the patient and/or their significant others or family.
9. Respect patient/client confidentiality.
10. Follow directions diligently, assume responsibility for assigned patients, and be accountable for the quality of the care provided the patient.
11. Always abide by the dress code of the ADN program when in the clinical area and dress appropriately when representing the ADN program and MCC in community health activities.

MiraCosta College ADN Program

Title: Nursing Student Conduct / Faculty Responsibility

Policy #: 145

12. Provide care which demonstrates respect for human dignity and the uniqueness of everyone, regardless of social or economic status, ethnicity, lifestyle, personal attributes, or illness.
13. Recognize that actions and words spoken in the clinical area are a direct reflection on the entire faculty and student body of the Nursing Department. Make it a positive reflection!
14. Follow the chain of command when needing to discuss issues that arise in theory and/or clinical. Chain of command:

Theory: Theory Instructor→RN Director→Department Chair→Dean

Clinical: Clinical Instructor→ Theory Instructor→RN Director→Department Chair→Dean

Responsibilities of Students and Faculty in Teaching and Learning:

The faculty believes that teaching and learning are responsibilities shared by both students and faculty. In recognition of this belief the responsibilities of each are defined below.

Acquisition of Nursing Knowledge and Skills:

The **faculty** will endeavor to:

1. Clearly and consistently communicate requirements for course success and teach to course outcomes.
2. Make every attempt to caution any student who is not progressing satisfactorily.
3. Present information in a manner which encourages the student to actively participate in the learning process.
4. Evaluate and measure student achievement as objectively as possible, always striving for methods which evaluate the student fairly and consistently.

The **student** will endeavor to:

1. Communicate clearly in verbal and written form.
2. Demonstrate comprehension by applying nursing science / information in the clinical setting.
3. Perform procedures with instructor supervision.
4. Demonstrate readiness for and attend all scheduled class / clinical activities.
5. Evaluate new information and integrate with previous learning.
6. Seek out opportunities for new learning.
7. Recognize deficits in skill and/or knowledge and plan realistic remediation.
8. Follow faculty suggestions for appropriate or recommended resources to enhance learning.
9. Complete all individual assignments in an independent and truthful manner.

MiraCosta College ADN Program

Title: Nursing Student Conduct / Faculty Responsibility

Policy #: 145

Acquisition of Attributes of Caring and as a member of the discipline of nursing:

The **faculty** will endeavor to:

1. Serve as positive role models and to provide the student with other equally positive role models.
2. Maintain high standards within their own practice.
3. Remain current and knowledgeable in area of clinical expertise.
4. Promote opportunities for the student to learn and grow.
5. Consider patient safety as their highest priority.

The **student** will endeavor to:

1. Reflect on his or her own values and beliefs, recognizing the way they influence care.
2. Demonstrate integrity and honesty.
3. Strive to be self-directed.
4. Participate in class and community activities.
5. Follow recommendations made by the instructor.
6. Realistically evaluate individual performance and growth.
7. Identify ethical dilemmas and seek appropriate resolution and/or assistance.
8. Use appropriate channels of communication when expressing concerns, beliefs, or ideas.
9. Provide care which demonstrates a principal concern for patient safety and comfort.

Title: Pregnancy

Policy #: 182

The nursing program does not discriminate against any student based on their current, potential, or past pregnancy or related conditions. Students may contact the College's Title IX Coordinator for more information on its sex discrimination policies and a student's right to equal access to the College's education program and activities.

The Title IX Coordinator's contact information is noted below:

Caitlin Frank

cfrank@miracosta.edu, 760-795-6860

Pregnancy should not deter completion of the nursing program. Pregnant students in the nursing program accept full responsibility for any risks to themselves and their fetus associated with any class, lab, or clinical assignment. The student further acknowledges that they are responsible for being aware of and protecting their fetus and themselves from exposure to radiation and other potentially damaging substances in the clinical setting. Damaging substances are identified in the occupational Hazard Manual available in each clinical placement agency.

- Pregnant students are expected to meet all program objectives/expectations.

MiraCosta College ADN Program

Title: Pregnancy

Policy #: 182

- Students are required to provide a letter from their prenatal care provider to the ADN Program Director [with the estimated date of delivery and stating that they can engage in all aspects of the student role (theory and clinical), with or without reasonable accommodations. Students will meet with Student Accessibility Services (SAS) to determine what reasonable accommodations they need, if any. Reasonable accommodations do not include measures that fundamentally alter the nature of the course or program. These requirements are consistent with handling of any concerns related to the technical standards/essential functions for students to successfully complete the requirements of a nursing program.
- After delivery, the student must provide a letter to the ADN Program Director from their provider clearing them to return to the classroom, laboratory and clinical settings, and the ability to continue in all aspects of the student role (theory and clinical), with or without reasonable accommodations.
- Students will meet with the Title IX Coordinator or Student Accessibility Services (SAS) to determine what reasonable accommodations they need, if any. As noted above, reasonable accommodations do not include measures that fundamentally alter the nature of the course or program. These requirements are consistent with the Program's handling of any student returning after a leave of absence related to medical issues.
- All missed days in theory and clinical will need to be made up.
- All medical releases must be submitted to the ADN Program Director on the health care provider's official letterhead and/or contain the health care provider's stamp with their address and phone number.
- Pregnancy policies of the clinical facility to which the student is assigned will take precedence over the above, in the event that the facility's policies are more stringent.
- Allowable absences equate to one theory day absence and one clinical day per course. If more than one week of leave is needed, the student will need to withdraw from the nursing program and return at a later date. Returning students will follow the nursing program's readmission policy set forth in policy #193.

Title: Professional Development Assignment

Policy #: 148

Each student is required to complete a **career development assignment** as part of the program. This assignment is designed to support the transition from student to graduate, ultimately preparing students for entry into professional nursing practice.

1. **Course Integration:** Career-related assignments—such as résumé and cover letter development—will be introduced and expanded upon in each course throughout the program. These components will be continuously refined to build a strong set of professional materials by graduation.

MiraCosta College ADN Program

Title: Professional Development Assignment

Policy #: 148

2. **Evaluation:** Students will receive a **graded evaluation** for each assignment submission within the corresponding course. Grades will reflect the quality, completeness, and professionalism of the work submitted. If an assignment does not meet expectations, students will be required to revise and resubmit it in order to successfully complete the course and remain in good standing in the program.
3. **Purpose and Progression:** This assignment serves as a structured tool to help students develop essential job application materials and professional readiness. By the end of the program, students will have a comprehensive and polished résumé and cover letter, ready to present during interviews and job applications.

Title: Program Progression & Grading Policies

Policy #: 147

General Grading Information:

1. Each nursing class syllabus outlines expectations for that course.
2. Student achievement may be measured in various ways which may include, but is not limited to, examinations, quizzes, projects, reports, case studies (actual or simulated), or term papers. The final grade is a composite of the evaluative measures used and weighted as explained in the course outline.
3. Students must earn a grade of "C" or better in all courses required by the nursing major for the degree or certificate in order to progress to the next course or complete the coursework and apply for licensure. The grading scale for all students enrolled in the ADN program is:

A = 90 - 100%

B = 80 – 89.9%

C = 75 – 79.9%

F = <75%
4. The student's signature/name on all attendance sheets, forms, tests or quizzes, written work, and clinical papers or charting must be legible. In the classroom an unreadable signature may result in loss of credit for the work. In the clinical setting such an incident may pose a threat to patient safety and may result in disciplinary actions.
5. The syllabi for courses with a clinical component provide the student with grading information, the objectives, or competencies the student is expected to demonstrate, and the indicators which identify satisfactory performance. Students who receive a "no-credit" (failing) clinical evaluation will be excluded from the course at that time.
6. It is the student's responsibility to be aware of college deadlines, her or his own progress, and the impact of a failing grade on individual G.P.A.
7. Students enrolled in any nursing course that integrates theory and clinical experiences within the unit structure must be successful in both components. A student who is unsuccessful in an integrated course must repeat the entire course, both clinical and theory portions.

MiraCosta College ADN Program

Title: Program Progression & Grading Policies

Policy: 147

8. Any student who fails any two nursing courses (or the same course twice) will be ineligible for continuing enrollment. A student may reenroll in a course only once after a previous withdrawal. Enrollment is defined as attending at least one class meeting.
9. Any student who withdraws while performing unsatisfactory work (clinically or academically) is considered (for department reentry criteria only) to have failed the course.
10. Any violation of patient safety standards constitutes grounds for a “No Pass” clinical evaluation. In accordance with CA BRN standards for Competent Performance and patient safety, a “No Pass” clinical evaluation will result in a failing (“F”) grade for the course and immediate dismissal from the nursing program. Students dismissed from the program due to patient safety violations are not eligible for readmission.

Examinations and Quizzes:

1. Testing is an important tool that the nursing faculty members at MiraCosta utilize to determine a student's progress in the classroom.
2. A cumulative examination average of 75% must be attained to receive a passing grade and successfully complete the course, averages will not be rounded. Other assignments cannot be used to raise a failing examination average.
3. Students are expected to be present for all exams, quizzes, and presentations and must notify the instructor prior to the scheduled examination time if unable to be present for any reason.
4. The instructor is **not required** to offer a make-up examination. If a make-up examination is granted, it will usually be offered in an essay format.
5. Make-up examinations must be completed prior to the first lecture day of class in the following week, or before the next test, whichever is earlier. Other specific arrangements may be made at the discretion of the instructor.
6. Failure to comply with any or all of the above may result in the reduction of ten percentage points from the test score. Ten additional percentage points may be deducted from the test score for each subsequent late school day.
7. Students are expected to observe test security guidelines. Test materials and information are never to be removed from a classroom. Students failing to comply will receive a zero on the exam and will not be offered a make-up exam.
8. On electronic platforms (e.g., Examsoft), students should not take pictures of exam questions during the test or during the review. Students failing to comply will receive a zero on the exam and will not be offered a make-up exam.
9. Information about a test is never to be solicited, collected, or shared. A violation of these guidelines will be treated as a breach of academic honesty expectations and students will receive a zero on the exam and will not be offered a make-up exam. .
10. Faculty members will identify and discuss examination review guidelines with students for each class.

MiraCosta College ADN Program

Title: Program Progression & Grading Policies

Policy: 147

11. Students are encouraged to review their exams and scores to help reinforce learning. Any grade discrepancies must be reported to faculty within one week of the exam. After this period, the exam grade is final, although students may still review their exams later in the course to support continued learning.
12. Students have one week after a written assignment is graded to notify the instructor of any possible grading discrepancies. After this one-week period, the assignment grade is final.

Assignments:

1. It is expected that all assignments will be completed and submitted on time. No assignments are considered optional unless specified by the course instructor. All submitted assignments must be legible, college level, and neat. Word processed research papers are required. Written work may be required in APA format.
2. The instructor reserves the right to refuse any assignments that are late, incomplete, illegible, and/or poorly or improperly completed. If they approve a request for late submission it may include a 5% grade penalty for each day of the school week.
3. A cumulative assignment average of 75% must be achieved for all assignments to successfully pass the course. If a student's score on an assignment is not 75% or higher, they will be asked to resubmit the assignment until it meets the minimum requirement. The highest grade the student can receive on a resubmitted assignment is 75%.
4. If a student earns below 75% on an assignment because of late penalties, the assignment cannot be resubmitted for a higher grade.
5. Any work not completed by the end of the course will result in a final grade of "F" unless the student has experienced an unforeseen emergency and receives permission from the instructor. This statement follows the College Policy (see Catalog). If an "incomplete" is assigned and the student is allowed to progress in the course sequence, all work must be made up within the next semester.
6. Written work will be subjected to software or web-based scrutiny for plagiarism.
7. The MCC catalog contains policies to which students must adhere and are held accountable, including academic honesty. Academic dishonesty includes plagiarism, which is the use of another author's work as one's own work. MCC board and administrative policies discussing plagiarism include Standards of Student Conduct ([BP/AP 5500](#)) and Student Conduct Procedures [AP: 5520](#). Students who plagiarize or allow others to use their work will receive a zero on the assignment and will be required to redo the work at a minimum score of 75%, though the grade will remain a zero.

MiraCosta College ADN Program

Title: Readmission/Transfer Policy

Policy #: 193

Each course has been assigned a specific unit value for theory and clinical and is based upon an approved curriculum submitted to the California Board of Registered Nursing (CA BRN). Additionally, there are required hours for each clinical component that students must complete. When students are absent from theory and clinical, it may prevent the student from meeting course objectives and clinical evaluative criteria as well as making it difficult for students to meet required hours.

The MiraCosta College Associate Degree Nursing Program follows a cohort model. This means that once students are admitted into the program, they are placed in a cohort which guarantees placement in subsequent semesters within that same cohort. However, if a student should withdraw for personal reasons or circumstances or was dismissed from the program, they must wait for a space to be available to return to the program so they can be assigned to a new cohort.

Students are admitted on a space-available at the first available seat, if they have:

1. Withdrawn from the program for personal reasons (including but limited to prolonged leaves of absences and pregnancy.);
2. Been dismissed from the program for excessive absences (allowable absences equate to one theory day absence and one clinical day per course);
3. Been dismissed for academic or clinical failure;
4. Been dismissed for not passing dosage competency exams; or
5. Been dismissed for ineligibility to progress in course sequence.

A student may re-enter the MiraCosta College Associate Degree Nursing Program (Generic) or LVN-RN Program only ONE TIME after failing a course or dosage competency exam, dropping a course, or withdrawing from the program.

Students who do not successfully complete the Generic ADN and later graduate from a Licensed Vocational Nursing Program are granted one opportunity for admission into MiraCosta College's LVN-to-RN Program. Similarly, students who have been unsuccessful in any of MiraCosta's Nursing and Allied Health programs are eligible for a single opportunity to enroll in either the Track I ADN or Track II LVN-RN program. Students may be admitted to no more than two nursing and allied Health programs at MiraCosta College.

Students who re-enter the program will be subject to all current nursing program policies as defined by the student handbook, catalog, published materials AND must fulfill all entrance requirements.

MiraCosta College ADN Program

Title: Readmission/Transfer Policy

Policy #: 193

The student seeking placement on the transfer waitlist and re-entry to the program must have:

1. Participated in an exit interview with the director or designee at the time of withdrawal/dismissal from the program;
2. Fulfilled the recommendations made by the RN Director;
3. Been enrolled in the nursing program within the last 2 years (or repeat coursework may be required);
4. Demonstrated dosage calculation and skills readiness for the course requested;
5. Met all eligibility requirements with Admissions and Records Office;
6. Met all current ADN program entrance requirements;
7. Demonstrated proficiency in skill performance (see next page);
8. Completed a re-entry application and reflective essay (submitted in one email to the ADN Program Director : yduncan@miracosta.edu); and
9. Repeated background check and drug screen.

The student will be notified of acceptance after completion and submission of all requirements. Re-entry must occur within two (2) years of withdrawing or additional coursework may be required. If a student is offered placement in the program, and the student declines the opportunity, they will be removed from the list.

The student will NOT be eligible for re-entry to the program or placement on the waitlist if they have:

1. Failed any two courses regardless of the semester or failed the same course twice. (This does not apply to students who were taking 2 classes and were dismissed at the beginning of the semester for failing a dosage competency exam);
2. Withdrawn from two semesters (as noted above a student who withdrew from two semesters for pregnancy or related conditions should consult with the ADN Program Director to determine whether they are eligible to seek readmission);
3. Experienced any combination of 1 and 2;
4. Withdrawn from enrollment from the same course more than once (enrollment is defined as attending at least one class meeting); or
5. Been dismissed from the program for **unsafe practice or unethical behavior**, which includes Health Insurance Portability and Accountability Act (HIPAA) violations.

Re-entry to the program is not automatic. Requests for re-entry and placement on the waitlist will be considered on an individual basis and per space availability.

MiraCosta College ADN Program

Title: Readmission/Transfer Policy

Policy #: 193

Priority Determination for Readmission:

Students will be given placement/reinstated as determined by space availability and student priority status. The priority guidelines used by the faculty in assigning a priority status are (from highest priority to lowest):

1. MiraCosta nursing student who withdrew from the program due to personal reasons, including for medical and pregnancy-related leaves of absence.
2. Transfer student who was in good academic and clinical standing in their previous program.
3. MiraCosta nursing student requesting return after a single academic failure.
4. MiraCosta student who was failing or not in good standing at departure from program.
5. Transfer student not in good standing in his or her previous program.

Transfer Student Policy:

Students who have previously failed or withdrew from another ADN or BSN program (within two years) will only be allowed one entry into the MiraCosta College nursing program. ADN or BSN program courses taken at another school must have been completed within the past two years to be eligible for equivalency consideration. Students will be accepted into the program on a space available basis. Transfer students will not be allowed to re-enter if they fail, drop, or withdraw from the nursing program. If a student is offered placement in the program and the student declines the opportunity, they will be removed from the list.

*Exceptions to this policy are students who drop a program due to change of military assignments of self or spouse or registered domestic partner or a student who withdrew for pregnancy and pregnancy-related complications.

Procedure:

1. Email ADN Program Director (yduncan@miracosta.edu) unofficial transcripts from all institutions attended, requested course descriptions, and unofficial TEAS results;
2. Make an appointment to meet with the ADN Program Director;
3. Apply and send all official transcripts (including AP scores) to MiraCosta College (MCC);
4. Meet all current ADN program entrance requirements;
5. Fulfilled the recommendations made by the RN Director;
6. Send RN Director completed transfer application and TEAS 7 results;
7. Request permission code from RN Director to register for NCNUR/NURS 185. Inform RN Director if you would like to enroll in the non-credit version or credit version (see table below about the differences regarding these classes). The classes can be taken for 1 unit or 0.5 units;
8. Register for NCNUR/NURS 185. Email RN Director once registered for one of these courses;

MiraCosta College ADN Program

Title: Readmission/Transfer Policy

Policy #: 193

9. Go to Nursing Student Hub to download skills checklists, review skills videos, and check class times for the skills lab courses;
10. Make an appointment with a MCC academic counselor to confirm completion of all MCC graduation requirements. Academic counselors most familiar with the nursing programs are Wendy Horton, Ariana Solis & Jamie Pemble;
11. Complete substitution waivers and/or prerequisite clearance forms with Admissions and Records (A&R);
12. Practice skills and complete all requirements for the skills lab classes;
13. Email Simulation Instructor to make an appointment for skills testing. *Note- Skills testing is done only during the fall and spring semesters;
14. Obtain new background check and drug screen;
15. Attend program orientation and Welcome Back event; and
16. Enroll in RN program courses. *If you receive an unmet prerequisite error while attempting to enroll, please email evaluations@miracosta.edu.

Transfer and Re-entry Students Skills Competency:

Transfer and returning students must demonstrate proficiency in selected skills (Does not apply for students seeking reentry into NURS 180 or NURS 280). Transfer students and returning students will be required to enroll in NURS 185 or NCNURS 185 Nursing Skills/Simulation I. These courses can be taken for credit (fee-based; college credit earned) or non-credit (free; no college credit earned). Courses can be taken for either 0.5 units (25 hours/semester) or 1 unit (51 hours/semester).

Skills Testing Procedure:

After practicing the skills, students should make an appointment with the Remediation Instructor for testing. If the student fails the skills test, they may remediate and retest one additional time. During the 2nd test, two instructors will be present to evaluate the student. If the student fails the second test, they will not be admitted into the program.

Skills (videos are available for study):

- Medication administration (PO, SQ, IM, IVP, IVPB);
- Head to toe assessment including obtaining a full set of vital signs;
- Foley catheter insertion.

MiraCosta College ADN Program

Re-Entry/Transfer Application:

Application must be submitted by the date designated by the ADN Program Director. Program readmission is determined by space availability and ranking on the point system (when multiple students are seeking readmission into the same course or semester and there are not enough spots for all). All decisions are final, and your application will not be returned to you, therefore, you are advised to keep a copy for your records. You will receive a response to your application through email. Receipt of your application does not guarantee that you will be accepted for re-entry into the nursing program.

Student Information	
Date:	Student ID#
Name:	
Address:	City/zip code:
Phone:	Email:
Course Information	
What course(s) are you applying for re-entry?	
What course(s) did you not complete?	
Reason? Circle one: Academic Clinical Academic and Clinical Personal	
What month/year did you leave the program?	
Academic Information	
Current GPA:	
Recent courses/activities accomplished toward remediation:	
Employment Information	
Are you currently working? Circle one: Yes No If yes, # of hours/week?	
If yes, describe your job.	
Skills Lab Attendance	
Have you attended MCC skills lab since leaving the program?	
If yes, how many hours of skills lab have you completed?	
What was the focus of your time while in the skills lab?	
Self-Reflection Paper:	
On a separate sheet of paper, please write a 300-word essay describing the reason(s) why you were unsuccessful in this course/program and what changes you have made (or will make) that will promote your success in the Nursing Program. (*Does not apply for withdrawals related to medical and pregnancy reasons.)	
Student Signature:	Date:

Please attach the following:

- Self-reflection paper

***All returning students are required to obtain a new background check and drug screen.**

Email this form and the above attachments to Dr. Yvette Duncan

(yduncan@miracosta.edu)

MiraCosta College ADN Program

Title: Remediation / Student Support Agreement

Policy #: 134

Remediation is available to all MiraCosta College nursing students who seek it. In addition, students who are performing poorly in the classroom and/or clinical setting will be required to obtain remediation. Tutoring as a form of remediation is provided in the following ways:

- Free group tutoring is available for nursing students in all ADN program courses. See Canvas course title Nursing Student Hub for more information.
- Students can make an appointment with the Nursing Student Retention Specialist (NSRS). See Canvas course title Nursing Student Hub for more information on making an appointment with the Retention Specialist.
- Nursing students may make an appointment with any instructor during his or her office hours for help with course material.
- Students who need to practice skills should enroll in the Nursing Skills and Simulation course that aligns with their current ADN program course. Additional students may be referred to the RI for skills remediation and testing.
- A Student Support Agreement (SSA) will be written when a student needs assistance in meeting clinical and/or theory expectations or objectives.

A student who is doing unsatisfactory work in the clinical and/or academic setting will be informed in writing or with a Student Support Agreement. It must be noted, that because of the seriousness of the activities in which nursing students are engaged, it is possible that an exceptional situation could occur which would significantly jeopardize the safety of a patient and therefore result in the immediate dismissal of the student without possibility of return or reinstatement.

Title: Skills/Simulation Lab

Policy #: 161

The following document is designed to describe the policies and procedures of the MiraCosta College Nursing Skills/Simulation Lab (room 5112).

Purpose:

1. To practice skills and engage in simulations outside of designated nursing courses, students must be enrolled in one of the optional Nursing Skills Simulation courses (NURS/NCNURS 185, NURS/NCNURS 186, NURS/NCNURS 285, NURS/NCNURS 286).
2. The Nursing Skills/Simulation Lab is designed for students to put their learned skills into practice.
3. The Nursing Skills/Simulation lab is an optional resource intended to support content taught in courses and assigned clinical rotations.
4. Lab staff facilitate these classes by providing the supplies and resources listed in the following section.
5. Students are responsible for their own learning and practice as the number of staff per student varies.

MiraCosta College ADN Program

Nursing Skills/Simulation Courses

Policy #: 161

Courses can be taken for credit (fee-based; college credit earned) or non-credit (free; no college credit earned). Courses can be taken for either 0.5 units (25 hours/semester) or 1 unit (51 hours/semester).

Semester	Designated Nursing Skills/Simulation Course	Course Name
1 st	NURS 185/NCNURS 185	Nursing Skills/Simulation I
2 nd	NURS 186/NCNURS 186	Nursing Skills/Simulation II
3 rd	NURS 285/NCNURS 285	Nursing Skills/Simulation III
4 th	NURS 286/NCNURS 286	Nursing Skills/Simulation IV

Equipment/Resources:

1. Manikins and other equipment are available to provide a hands-on learning environment. Additional resources such as medication reference books, textbooks, and Pyxis tutorial programs are available to students.
2. If any of the manikins or equipment is not working properly, report it immediately to the lab staff so that it may be repaired. Report all incidents or malfunctions to the lab staff. Students should not remove manikins from the beds.
3. Please do not access lab supplies or equipment without permission.
4. Access to *Pyxis* and *computers* must be done with *staff supervision*.

Policies:

1. Students should come prepared to actively engage in skills practice, simulations, and other learning activities.
2. All students are asked to wear their clinical badges and sign in and out to track attendance for the Nursing Skills/Simulation courses.
3. Students are required to bring their issued supply bags for class days, clinical make-up days, and any other on-campus days in the skills/simulation lab. Students are NOT allowed to help themselves to supplies that are not readily out and available.
4. Personal belongings (i.e., coats, pens, water bottles and books) are not lab staff responsibility. Please make sure that they are neatly placed out of the way for the consideration of other students. Items not retrieved within 30 days will be taken to the campus Lost and Found.
5. After practicing skills, clean the area so it is ready for the next student. Chairs should be replaced under the tables when leaving the area. Return any lab issued supplies or equipment to designated locations (e.g. needle and syringes to Sharps containers). Wipe up all spills on floors/surfaces. Keep beds in appropriate position with linens straightened and side rails in upright position.
6. Treat the manikins as if they are a real patient.

MiraCosta College ADN Program

Nursing Skills/Simulation Courses

Policy #: 161

7. Students are expected to conduct themselves in accordance with the college mission, institutional goals and values and student learning outcomes.
8. No food and liquids (except water in containers with lids) are permitted in the classrooms and lab spaces.

Hours:

1. Days/Hours are updated each semester and are posted on campus and in the Nursing Student Hub Canvas course.
2. The most up to date hours are located on the Canvas website and students are responsible for checking hours prior to coming to the skills lab.
3. Hours and location of the skills lab are subject to change at any moment per staff availability and potential clinical site cancellations.

Social Networking Sites:

As a nursing student, please be mindful that **future employers** often review social networking sites when considering potential candidates for employment. No privatization measure is perfect. Information can “**live on in the web**” beyond its removal from the original website and continue to circulate in other venues.

In your professional role as a nursing student, **do not**:

1. Present the personal health information of other individuals. Removal of an individual's name does not constitute proper de-identification of protected health information. Inclusion of data such as age, gender, race, diagnosis, date of evaluation, or type of treatment or the use of a highly specific medical photograph may still allow the reader to recognize the identity of a specific individual.
2. Present yourself as an official representative or spokesperson for the MiraCosta College ADN program.
3. Utilize websites and/or applications during a clinical rotation in a manner that interferes with your patient care and clinical commitments.

Nursing students are expected to present themselves in a mature, responsible, and professional manner at all times. Communication must remain civil and respectful. The behaviors outlined below are inconsistent with these expectations and may adversely affect an individual's professional standing in the healthcare setting.

1. Display of language or photographs that imply disrespect for any individual or group because of age, race, gender, ethnicity, or sexual orientation.
2. Presentation of information that may be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity.

Therefore, be mindful and use discretion before posting any information on social networking websites or applications.

MiraCosta College ADN Program

Artificial Intelligence (AI) Policy

Purpose

This policy outlines the principles and expectations for the ethical, transparent and responsible use of artificial intelligence (AI) technologies by students. It aims to foster innovation and learning while upholding academic integrity, data privacy and equity. AI tools should support, not undermine academic integrity, originality or intellectual honesty. Students must get instructor permission prior to using AI on assignments, exams, or any other course submissions, as well as document/cite the use of AI tools in the documents.

Permitted Uses

- Brainstorming, summarizing or clarifying course content, if permitted by the instructor.
- Drafting outlines or receiving feedback, if permitted by the instructor.

Prohibited Uses

- Submitting AI-generated content as original work without explicit permission.
- Using AI to complete assessments, exams, clinical documentation or assignments in violation of course policies.

Misuse of AI by students may result in student conduct action under MiraCosta's [BP 5505: Academic Integrity](#), [AP 5500: Standards of Student Conduct](#), [AP 5520: Student Conduct Procedures](#)

MiraCosta College ADN Program

Title: Student Accident/Student Injury

Policy #: 141

An accident or injury involving the student that occurs in connection with the college's regular curriculum or in the clinical/nursing setting must be reported immediately to the instructor. This is true regardless of how trivial it may seem at the time. Reportable incidents may include, but are not limited to, falls, musculoskeletal strains, body fluid exposure, and needle sticks.

Any injury to a student as described above must follow this Student Accident/Student Injury policy. All RN students are covered under the District's Workers' Compensation Insurance.

[MiraCosta College | Workers' Compensation](#)

[AP7343 Industrial Accidents and Illness](#)

Accident/Injury on Oceanside Campus

1. Immediately notify the instructor or program director.
2. Students will be directed to go to [Student Health Services](#), building OC 14-114.
 - a. Student Health Services can provide first aid, paperwork to file a claim, and a referral to the district's Occupational Medicine clinic, Concentra, if needed.

Accident/Injury at a Clinical Facility

1. Immediately notify your clinical instructor, supervisor, and/or program director.
2. Your clinical instructor, supervisor, or program director will gather information from you via phone or in person to complete the required forms.
 - a. [DWC1 Claim Form](#) and [Supervisors Report of Accident Form](#)
3. You will be sent to Concentra for evaluation and treatment (see below).

Concentra Occupational Medicine Clinic:

- Address: 3910 Vista Way, Suite 106, Oceanside (next to Home Depot)
- Hours: Monday – Friday 8am-5pm and Saturday 8am-2pm.
- For injuries after 5pm that need immediate medical attention: call MiraCosta Police, or go to TriCity ER at 4002 Vista Way in Oceanside.

Concentra:

- Address: 5810 El Camino Real, Suite A, Carlsbad (Faraday Ave & El Camino Real North of Palomar Airport Road)
- Hours: Monday – Friday 8am-5pm.
- For injuries after 5pm that need immediate medical attention, go to Scripps Hospital ER at 354 Santa Fe Drive, Encinitas.

Completed forms will be sent to Risk Management (Justin Crast, Risk & Safety Manager, 760.795.6866), Mail Station 14. If you have any additional questions, please contact:

[Justin Crast](#)

Risk & Safety Manager / Title II ADA Coordinator
760.795.6866

[Hayley D. Schwartzkopf](#)

Assistant Superintendent/Vice President, Human Resources
760.795.6830
Fax 760.795.6867

MiraCosta College ADN Program

Student Participation in Governance:

Student participation is an important part of maintaining and improving the nursing program. Each semester, students select a representative and alternate to attend monthly faculty meetings and share student input. Representatives serve as liaisons between their class and the nursing faculty, and any interested nursing student may attend faculty meetings during the student input portion.

Students are encouraged to share questions, suggestions, and feedback at any point during the semester. End-of-semester evaluations are another way to provide input and recommendations. Concerns should first be brought to your instructor. If the issue is not resolved, speak with your lead instructor. If further assistance is needed, a meeting may be arranged with the faculty, student, and Director.

CLINICAL INFORMATION

MiraCosta College ADN Program

Academic Accommodations in the Clinical Setting:

Students must discuss accommodations they are requesting in the clinical setting with a Student Accessibility Services (SAS) counselor. SAS will engage in an interactive process with the student and collaborate with faculty regarding clinical accommodations. SAS counselors will communicate with the student and clinical instructor to assist with implementation of the accommodation, if needed.

Procedure

If SAS has approved a proposed accommodation which the clinical placement cannot implement, the ADN program shall do one or more of the following:

1. Work with the clinical agency to implement the accommodation or negotiate implementation of an equally effective alternative.
2. Place the student in another agency that is equally effective for the student.

Students with a disability may request reasonable accommodations to have access to programs and services offered by MCC. If you need such accommodations, please contact the SAS office at 760-795-6658 or sas@miracosta.edu

Background Check and Urine Drug Screen:

All students entering or reentering the program are required to complete a background check and urine drug screen. This is a requirement of the healthcare agencies with whom MCC has affiliation contracts. Background checks and urine drug screens are done at the student's expense and must be clear prior to beginning any clinical rotations. MCC and the ADN program are not responsible for arranging clinical placements for students who do not pass their background checks. (see Section 5 -Background Check/Drug Screen Process for detailed information).

Clinical agencies for the ADN program and the California Board of Registered Nursing (CA BRN) require that students/graduates have a valid Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). As part of the RN licensure application process, the BRN also requires fingerprinting, which is subjected to scrutiny by the FBI and the Department of Justice. Based on these results the CA BRN has the authority to deny an application for a license to practice nursing. The California Business & Professions Code, Section 480 regulates RN licensure. Denial of an application for licensure may occur because of prior conviction of a crime, acts of dishonesty, fraud, or deceit. If the applicant was convicted of a serious felony as defined in [section 1192.7 of the Penal Code](#) or a crime for which registration is required pursuant to paragraph (2) or (3) of subdivision (d) of [section 290 of the Penal Code](#), the CA BRN will consider the conviction even if it is more than seven years ago. Contact the CA BRN for further information. The CA BRN website also has information regarding these requirements (www.rn.ca.gov, click on [Applicant Frequently Asked Questions](#)).

MiraCosta College ADN Program

Background Check/Drug Screen Policy of the San Diego Nursing Service-Education Consortium:

Process:

Students must have clear criminal background checks and drug screens to participate in placement in clinical facilities. Students under 18 years of age are exempt from this requirement.

1. All participating schools and agencies agree to adhere to a standardized process for clinical instructor/student screening.
2. The background check is not a requirement for admission to a nursing program; however, the process will be completed after an invitation for admission is received.
3. Nursing clinical instructors/students must have clear criminal background checks to participate in placement(s) in clinical facilities.
4. Prior to clinical experience the school will verify that the following information is on file for the assigned clinical instructor/students (see #5).
5. Background checks will minimally include the following:
 - Seven years residence/background history
 - Address verification
 - Sex offender database search
 - Two names (current legal and one other name)
 - Three counties
 - OIG search
 - Social Security Number verification
 - Search through applicable professional certification or licensing agency for infractions if student currently holds a professional license or certification (e.g., respiratory therapist, C.N.A.)
 - Drug screen with urine sample – Medical Marijuana will not be allowed as an exception as MiraCosta College follows federal guidelines and agency policies.
6. Clinical instructor/students will be unable to attend clinical facilities for appropriate reasons, including the following convictions:

Murder	Other felonies involving weapons and/or violent crimes
Felony assault	Class Band Class A misdemeanor theft
Sexual offenses/sexual assault	Felony theft
Abuse	Fraud
Felony possession and furnishing (without certificate of rehabilitation)	

7. The initial background check satisfies this requirement during continuous matriculation thru the program; should the educational process be interrupted; a new background check will be required.
8. For clinical instructors, an absence of more than one consecutive semester teaching will require a new background check.
9. The clinical instructor/student will contact American DataBank/DISA to arrange for the required check.

MiraCosta College ADN Program

Background Check/Drug Screen Policy of the San Diego Nursing Service-Education Consortium:

10. Upon completion the results will be delivered to the applicant by American DataBank/DISA. Clinical instructor/students must provide information allowing American DataBank/DISA to conduct a background check and with authorization to share any positive or flag results on the background check with healthcare facilities to which students may apply or to which students may be assigned for clinical nursing courses or clinical rotation (the school's clinical affiliates). American DataBank/DISA will conduct an internal review, verify clinical instructor/student information, and send any flagged or positive results to the clinical sites for review.
11. The school will advise the clinical site of the name of the clinical instructor and a list of students assigned to their facility three weeks in advance of their arrival.
12. Upon receipt of a "positive" background check, the student is required to make an appointment with the Program Director. Due to clinical site policies, the student may be denied entry into the program if they have a conviction within the past 5 years.
13. If the clinical instructor/student's record is not clear, the individual may be unable to attend the clinical rotation. The clinical site will notify the campus of their denial of any clinical instructor/students (applicable BRN and/or BVN/PT guidelines will be incorporated into these guidelines as they become available).
14. If the clinical instructor/students record is not clear they will be responsible for obtaining documents and having the record corrected to clear it. If this is not possible the clinical instructor/student will be unable to attend clinical rotations.
15. Clinical instructors/students may be denied access to clinical facilities based on offenses appearing on the criminal record which may have occurred more than seven years ago.
16. Final placement status based on background check information is the clinical site's determination.
17. American DataBank/DISA shall include in any document used to obtain information from clinical instructor/students for the purpose of conducting a background check, a waiver and release of liability wherein the student specifically agrees to allow school/American DataBank/DISA to share the results of the background check with the clinical sites to which student may apply or be assigned. The student shall further agree that such information may be used to deny the student from participating in clinical rotation.
18. Schools shall indemnify and hold healthcare facilities harmless from all actions or claims that may be asserted by clinical instructor/students arising out of healthcare facilities' rejection of any clinical instructor/student from clinical rotation based on the results of a criminal background check or any claim that such a background check was conducted improperly. American DataBank/DISA shall be solely responsible for conducting background checks in accordance with applicable laws and regulations, including but not limited to California Civil Code Section 1786, et seq.

MiraCosta College ADN Program

Clinical Facilities:

The following clinical facilities have contractual relationships with the College and are used in its nursing programs as clinical practice sites. This is subject to change as necessary.

CRF Behavioral HealthCare	MiraCosta College Child Development Center	Silverado Memory Care
Eric Paredes Save A Life Foundation	Naval Medical Center, Balboa	Tri-City Medical Center
Generations Healthcare	Palomar Medical Center Escondido/Palomar Medical Center Poway	UCSD Health (UCSD San Diego, UCSD Jacobs)
GlenBrook Health Center	Ridgeview Health Center	US Renal Care
Hospice of the North Coast	Scripps Health (Scripps Encinitas, Scripps Green, Scripps Prebys)	Vi at La Jolla Village Dr.
Kaiser Permanente (San Diego Medical Center, San Marcos Medical Center & Zion Medical Center) and ambulatory care clinics	Sharp Healthcare	Vista Unified School District

Students may be assigned clinical placements at any time—day, evening, or night shifts during the week or on weekends—depending on clinical availability. MCC belongs to the SD Consortium, where clinical assignments are scheduled by the consortium. MCC utilizes hospitals and health care facilities throughout San Diego County; therefore, students may have an assignment or rotation anywhere in the county (both north and south). Students must have reliable transportation to travel to these clinical agencies and should budget accordingly for related expenses.

Therapeutic Touch:

- Nursing and Allied Health Programs require the use of touch for the practice of clinical procedures such as positioning, draping, dressing in patient gowns, palpation, treatment application, and other
- Students must maintain a sense of professionalism and maturity while performing these procedures in the academic and clinical settings.
- Students will perform required procedures or simulations on their fellow students or patients of all genders.
- Students who do not exhibit appropriate professional behavior during classroom, lab and clinical activities may be excluded from lectures, labs, and/or clinicals, and receive a zero for the day.
- Students with any questions or concerns are advised to consult with their instructor and/or Program Director early in the course or situation.
- Students who are removed from lectures, labs, and/or clinicals must meet with the Program Director before they are permitted to return

MiraCosta College ADN Program

Title: Clinical Performance

Policy #: 150

1. Clinical performance is graded on a Pass/Fail basis. A Needs Improvement category may be used in selected circumstances.
2. The student is expected to always demonstrate satisfactory clinical performance, including on-campus Nursing Skills Laboratory, course skills and simulation days, and clinical rotations.
3. At the end of the clinical rotation the instructor will evaluate the performance of each student in relation to specific competencies using the Clinical Performance Evaluation Record. As part of this process students are expected to demonstrate foundational skills and competencies identified as "Overriding Critical Elements." All students progressing through the program must consistently demonstrate competence in and knowledge of these areas.
4. Students who need remediation will be given a referral to the Remediation Instructor (RI). Failure to demonstrate improvement will result in the student receiving a Student Support Agreement. See section on Unsafe/Unacceptable Clinical Performance Criteria for more information.
5. Any violation of patient safety standards constitutes grounds for a "No Pass" clinical evaluation. In accordance with CA BRN standards for Competent Performance and patient safety, a "No Pass" clinical evaluation will result in a failing ("F") grade for the course and immediate dismissal from the nursing program. Students dismissed from the program due to patient safety violations are not eligible for readmission.

Title: Patient/Client Confidentiality

Policy #: 139

Nurses must be particularly vigilant to maintain the patient/client's right to privacy. This right is protected by the federal [Health Insurance Portability and Accountability Act \(HIPAA\)](#) and by [CA Confidentiality of Medical Information](#) laws. It is also guided by the standards of ethical practice which prohibit divulging confidential information to anyone not involved in the plan of care. Anonymity of medical information must be protected. Individual hospitals/units and agencies have their own policies and procedures designed to be HIPAA compliant which must be followed by MCC ADN students without exception. General guidelines:

- Never remove computer printouts or photocopies containing patient information from the nursing unit.
- Never leave the clinical setting with any source of information or identifying data that could be linked to a specific patient.
- Do not store patient and staff information in any electronic format, such as a PDA or computerized device.
- Do not ever bring a camera of any kind to the clinical setting.
- Avoid discussions that would allow others to identify the subject of the information and remove all identifying information from notes of care and clinical assignments.

MiraCosta College ADN Program

Failure to comply with the standard as noted above holds serious consequences for the hospital, clinic, nursing program, and the patient. Any violation will have serious repercussions and will result in the student receiving an “F” course grade with resultant dismissal from the program. According to California law, fines may be levied against healthcare workers for releasing protected health information ([California Civil Code CIV 56.36](#)).

Skills Remediation for Clinical Rotations:

1. A Remediation Instructor (RI) is available for students who need additional remediation and skill testing as directed by their clinical instructors. In such cases, students will receive a Skills Lab Referral that specifies the skills requiring remediation, explains why remediation is necessary, and provides a deadline for completion. Faculty should follow the remediation process for skills and contact the RI Christine Wood (cwood@miracosta.edu).
2. Student responsibilities include emailing the RI to schedule a remediation appointment; reviewing the relevant skills videos and checklists beforehand and bringing the applicable checklists to the appointment; and attending the scheduled remediation session(s) with their supply bag, prepared to actively participate in hands-on practice.
3. Students should plan to practice their remediation skills independently and will need to enroll in the Nursing Skills/Simulation course that corresponds with their current semester in the ADN program.
4. To retest on a skill, students should contact Simulation Instructor Christine Wood to schedule an appointment (cwood@miracosta.edu).

MiraCosta College ADN Program



SKILLS LAB REFERRAL FORM

To be completed by Theory/Clinical Instructor(s)

Date: _____ **Student Name:** _____

Course: _____ **Instructor Name:** _____

Completion due date: _____

Skills/content to improve: _____

Explanation of need for skills remediation: _____

**After completing the top portion of this form, please email the designated Remediation Instructor (RI).*

To be completed by Remediation Instructor

Date	Time In	Time Out	Activities/Comments	Instructor Initials

Comments (if needed):

Date Skills Test Completed: _____

Signature: _____

Updated 7/22/25

MiraCosta College ADN Program

Title: Standards of Student Appearance in the Clinical Setting (Based on Requirements of the San Diego Nursing and Allied Health Service-Education Consortium)

Policy #: 123

FACULTY EXPECTATIONS:

1. The clinical area is considered any healthcare setting in which a MCC nursing student is present in an educational capacity. This includes all areas of the facility, not just those in which direct nursing care is provided.
2. All students must adhere to the Student Uniform Requirements and must wear the designated MiraCosta uniform (see Student Uniform Requirements) except in special settings as directed by the faculty.
3. Uniform (or other dress specified by faculty) is clean and laundered. Shoes and laces are clean. Overall appearance is neat, pressed, and well-kept. Undergarments cannot be visible through the uniform.
4. Photo nametag with at least 18-point type **MUST** be always clearly visible, positioned above the waist.
5. When students are in a rotation, event, or researching assignments where the official school uniform is not required, business attire is the appropriate level of dress. A lab coat is required, and school identification must be worn. No jeans or low necklines. Low-heeled and close-toed shoes.
6. Hair is off the collar and out of the face. No extremes in style or color are appropriate; flowers, bows, beads, ornate combs or barrettes should not be used. Head coverings are at the discretion of the faculty and in accordance with facility policies and procedures. Facial hair on men must be neatly trimmed. No exposed chest hair.
7. Makeup, if used, is applied lightly. The use of scent is not accepted because of patient allergies and sensitivities.
8. Hospital safety standards dictate fingernail requirements. Nails are short and well groomed (no longer than ¼ inch in length. No nail polish or artificial nails (i.e. gel, acrylic, dip powder, press on or any other nail enhancements) are not permitted during clinical rotations.
9. Jewelry is limited to wedding or engagement rings, name pin, and watch. Only one small stud-size earring in each ear lobe is allowed. Bracelets and nose rings are not to be worn. Chains or necklaces are not to be worn on the outside of the uniform.
10. No visible body piercing is allowed, other than identified in #9.
11. All tattoos must be fully covered.
12. Gum is not used in the clinical area. Food and beverages are consumed only in designated areas.
13. Components of the school uniform that identify the wearer as a nursing student are not to be worn in non-student clinical activities, such as employment.
14. Fanny packs, backpacks and other types of bags are not permitted in the clinical setting. Aside from lunch, bring only what you can carry on your person.

MiraCosta College ADN Program

Title: Standards of Student Appearance in the Clinical Setting (Based on Requirements of the San Diego Nursing and Allied Health Service-Education Consortium)

Policy #: 123

The instructor may refuse to allow a student to remain in the clinical area if the student does not meet uniform or personal appearance standards set by MiraCosta College or the clinical agency. Uniform requirements in some clinical agencies/areas may differ and students will be notified of the specific requirements for their assigned clinical agency/rotation. Hospital and unit policies must be followed as presented by the instructor. Any student dismissed from the clinical area due to appearance will be marked absent for the entire day and be required to make-up the missed clinical hours.

Title: Student Uniform Requirements

Policy #: 124

MiraCosta requires students to purchase uniforms from Ace Uniforms.

1. Visit <https://miracosta.guniform.com/>
 2. Select Register with email
 3. Create an account and enter the group password (miracosta)
 4. Pick ADN and begin shopping
- Select from the Caribbean blue uniforms shown. These are the **ONLY** uniforms permitted. A clean uniform is required for each clinical day. **No** Jogger style uniforms.
 - A school nametag and a facility required identification badge will be worn and clearly visible on the uniform top each day the student is in the clinical setting.
 - Shoes are to be all white, black, or teal, uniform shoes or white or black leather athletic shoes with no markings or stripes. They may be slip-on or tie-type. Canvas shoes are not acceptable. Soles may not be higher than 2 inches.
 - Optional jackets may be worn with the uniform and are available on the Ace Uniform website. There are two styles from which to choose. These are the only acceptable jackets that may be worn. Sweaters or other jackets may **NOT** be worn over the uniform in the clinical area. White turtlenecks or round neck shirts may be worn under the top.
 - When in the campus laboratory setting students must always wear modest dress. Low or plunging necklines, tank tops, and tops which expose midriffs are examples of inappropriate dress. Students work as groups near each other in this setting and these garments interfere with their ability to move freely while practicing and performing nursing skills which often require stooping and bending.
 - MiraCosta nursing patch is placed on the left shoulder of the uniform.

MiraCosta College ADN Program

Title: Unsafe/Unacceptable Clinical Performance Criteria

Policy #: 130

Nursing students are legally and ethically responsible for their actions in the clinical setting, those of both commission and omission. Nursing faculty, the Nursing Department, and the college may also be held accountable for careless or unsafe student acts. To support safe and competent performance, the program utilizes Weekly Clinical Evaluations, Clinical Performance Records and, when indicated, Student Support Agreements (SSA).

The Clinical Performance Evaluation tool organizes expected behaviors consistent with the Clinical Performance Evaluations used across the curriculum. They are arranged under the roles of the nurse as a provider and manager of care and as a member of the discipline of nursing. Also included in the performance evaluation tool are four overarching critical elements or, “Overriding Areas of Care” (Physical Safety, Emotional Safety, Caring, and Professionalism). These critical elements of nursing apply to every nursing situation and every nursing student. Examples of unsafe behaviors are provided below which is not intended as an inclusive list of all violations.

Conditions of Clinical Unsatisfactory

When an instructor identifies behaviors indicating that a student is not meeting minimum competency requirements, a **Student Support Agreement (SSA)** may be initiated. The SSA will:

- Identify the specific unmet competencies and clinical behaviors that resulted in an unsatisfactory rating.
- Outline the behaviors and performance standards that must be demonstrated within a specified time frame to continue in the program.
- Require attendance at a meeting with the student and current instructor (or designee) to review the SSA and expectations; the RN Director may be included when appropriate.
- Document ongoing communication, as all meetings regarding the student’s status, progress, or SSA will include the student and the current instructor.

At the end of the specified time period, student progress will be evaluated to determine whether SSA criteria and clinical performance expectations have been met.

- **If the SSA criteria are not met**, the student will receive a failing final clinical evaluation. Because ADN courses have integrated theory and clinical components, a failing clinical evaluation results in a failing grade for the entire course. If eligible for readmission, both theory and clinical components must be repeated.
- **Any violation of patient safety standards constitutes grounds for a “No Pass” clinical evaluation.** In accordance with CA BRN Standards for Competent Performance and patient safety expectations, a “No Pass” clinical evaluation results in a failing (“F”) grade and immediate dismissal from the nursing program. Students dismissed for patient safety violations are **not eligible for readmission**.

MiraCosta College ADN Program

Title: Unsafe/Unacceptable Clinical Performance Criteria

Policy #: 130

Definition			Example
<u>Role of the Nurse as Provider and Manager of Care</u>			
 <u>SAFETY:</u> any action or inaction on the part of the student which threatens the patient's physical well-being.			
A.	Actions violate or threaten the general <u>physical</u> safety of the patient	1.	Fails to properly position patient and bed height
		2.	Does not use side rails/restraints appropriately
		3.	Leaves patient unattended without call light
		4.	Comes to clinical unprepared for assignment
		5.	Fails to carry out medical/nursing orders for which there are no contraindications
		6.	Does not complete nursing assignment
		7.	Fails to perform nursing skills safely or as previously mastered
		8.	Unable to identify rationale for nursing actions
B.	Actions violate or threaten the <u>microbiological</u> safety of the patient	1.	Does not wash hands appropriately in patient care tasks
		2.	Fails to recognize and correct violations of aseptic technique
		3.	Does not dispose of contaminated material correctly
C.	Actions violate or threaten the <u>chemical/pharmacologic</u> safety of the patient	1.	Violates the “Rights” and medication administration procedure when administering medications
		2.	Fails to accurately prepare and monitor IV infusions
D.	Actions violate or threaten the <u>thermal</u> safety of the patient	1.	Does not observe safety precautions during oxygen therapy
		2.	Fails to use appropriate safeguards when administering heat therapy such as hot packs or heating lamp
 <u>EMOTIONAL SAFETY:</u> Any action or inaction on the part of the student which threatens the emotional well-being of the client or significant others.			
A.	Actions violate or threaten the <u>emotional/psychosocial</u> safety of the patient	1.	Uses non-therapeutic interaction techniques
		2.	Fails to communicate respect for the patient's values, dignity, and culture
		3.	Uses inappropriate names when addressing another
		4.	Discusses patient health problems or procedures in a public area

MiraCosta College ADN Program

Definition		Example	
		5.	Fails to recognize and respond to patient experiencing emotional pain or stress
CARING: A pattern of behavior that pervades the nurse-patient relationship characterized by trust, respect, and attentiveness.			
A.	Inadequate and/or inaccurate use of nursing process (assessment, diagnosis, planning, implementation, and evaluation)	1.	Unable to identify basic unmet human needs in assessment to arrive at a sound nursing diagnosis
		2.	Assembles a plan for providing care that is unrealistic or inaccurate
		3.	Fails to identify and/or implement nursing interventions designed to alleviate an identified problem or diagnosis
		4.	Does not evaluate effectiveness of care provided
		5.	Does not observe/report/document critical patient information
		6.	Makes faulty decisions and uses poor judgment resulting in ineffective nursing care
B.	Communication/interaction with the patient is not "patient-centered"	1.	Fails to explain/teach purpose or intent of prescribed activities, treatments, or medications
		2.	Does not confirm patient understanding of terminology or explanation
		3.	Fails to include patient (or significant other) preferences in organization of care
		4.	Does not assess response to care or comfort level at appropriate intervals
		5.	Fails to convey interest in and concern for the patient with words, body language, or touch
		6.	Does not keep patient environment clean and comfortable
		7.	Fails to advocate for the patient
Member of the Discipline of Nursing			
PROFESSIONALISM: A standard of conduct characterized by or conforming to the technical or ethical behaviors of a nurse. It incorporates honesty, integrity, courtesy, and ethical compliance.			
A.	Assumes inappropriate independence in action or decisions	1.	Performs nursing tasks or skills not yet tested
		2.	Fails to appropriately seek assistance with assessment and/or skills
		3.	Does not follow instructor's guidelines for clinical rotation
		4.	Performs procedures/tasks clearly beyond the scope of the nursing student

MiraCosta College ADN Program

Definition			Example
B.	Fails to recognize own limitations, or responsibility for learning	1.	Fails to seek remediation for skills or information of which the student is uncertain
		2.	Does not identify or seek out learning experiences/skills needed to the clinical instructor
		3.	Does not actively participate in clinical activities and conferences
		4.	Fails to improve deficiencies of spelling, documentation, communication, terminology
		5.	Does not implement suggestions for improving performance
		6.	Cannot identify own legal responsibility in specific nursing situation
C.	Violates ethical, professional, legal, or procedural mandates, negating responsibility for own actions	1.	Fails to conduct self in a professional manner in behavior, dress, and verbal, as well as non-verbal communication
		2.	Fails to question identified inconsistencies in patient information or report changes in patient condition in a timely manner
		3.	Does not assist peers or staff in client care areas
		4.	Fails to acknowledge error or blames others
		5.	Leaves clinical unit for break without notifying primary care nurse
		6.	Functions under the influence of substances or in an impaired state affecting performance
		7.	Fails to adhere to the policy regarding attendance and tardiness (Nursing Student Handbook / clinical orientation)
		8.	Does not follow school/healthcare facility policies and procedures
		9.	Fails to keep instructor informed of significant occurrences in the clinical setting
D.	Violates patient confidentiality (possible violation of HIPAA/Federal Law)	1.	Shares patient information on the telephone
		2.	Photocopies client records
		3.	Shares client information with individuals outside the healthcare team
		4.	Takes photo of patient
		5.	Puts client name and/or identifying information on student clinical assignments

APPENDICES

MiraCosta College ADN Program

Appendix 1

Medication Administration Guidelines and Procedure

The medication procedure, which follows, is intended to ensure that the “**Rights**” involved in medication administration are observed. These Rights are:

Right . . . Patient	Right . . . Assessment
Right . . . Medication	Right . . . Interval
Right . . . Dose	Right . . . Sequence
Right . . . Route	Right . . . Purpose/Reason
Right . . . Time	Right . . . to Refuse
Right . . . Education	Right . . . Documentation
	Right . . . Evaluation

Developing good habits when administering medications is essential in the development of safe nursing practice. Toward this end, the following procedure must be followed when administering medications. It is recognized that faculty will need to make adaptations to make this procedure consistent with policy and procedure in individual facilities, but the inherent principles of this procedure must remain intact.

Organization:

- Obtain the patient's medication record
- Compare the medication record with the doctor's order
- Obtain vital signs, blood sugar or other assessment data needed to safely administer medication
- Wash hands

Medication Preparation:

- Assemble equipment
- Check the drug label **three times (✓)** before administration of the medication
 - (✓1) Extract correct medication from drug cart or Pyxis
 - (✓2) Verify the medication with medication record using the Rights 1-5
 - Calculate correct dosage of drug to be given
 - Prepare medication for administration
 - Take the medication to the patient
 - Correctly identify the patient using 2 identifiers
 - (✓3) Recheck medication with medication record
- Explain the purpose of each medication as it is delivered

Medication Administration:

- Administer the medication correctly and appropriately
- Listen to patient comments or objections and act on them appropriately
- Discard used equipment appropriately
- Record medication given
- Follow up on effectiveness of medication

MiraCosta College ADN Program

Appendix 2

Title: Medication Error/Patient Accident

Policy #: 142

If a student is involved in any error, accident, or patient injury, the instructor must be notified right away. The instructor will review the situation with the student and the clinical staff. The student will also be required to complete the MiraCosta College Student Incident Form. Failure to report an incident to the instructor does not meet the level of accountability expected of nursing students and may result in disciplinary action.

Nursing Student Incident Form

This form is to be filled out by the student following any incident or error in the clinical setting. The instructor will review for possible corrections, make a copy for the student, and place the original in the student's on-campus file.

Student Name: _____ Date of Incident: _____

Description of incident:

If the incident involves a medication error, include the medication name, dosage, route, frequency, purpose, expected action, and potential side effects. If the incident involves an omission of care (not related to medication), explain the benefits of completing the task in a timely manner. If the incident involves the commission of an action (not related to medication), describe the possible consequences of that action.

Please indicate how the incident could have been avoided. If this was a medication error, also indicate which of the "Medication Rights" was violated. How will this incident affect your future practice?

Signatures:

_____	_____	_____	_____
Student	Date	Instructor	Course

Appendix 3

thePoint®

SYSTEM REQUIREMENTS

SEPTEMBER 2025

thePoint is the one-stop source for the Wolters Kluwer content and tools students need to study more effectively, score higher on exams, and prepare for the working world after graduation.

To utilize the full feature set of this platform and digital products, you must have access to the Internet, an up-to-date browser, and a minimum of 4Gb of RAM. The versions of browsers and operating systems listed below represent the minimum system requirements to support all products accessed on thePoint, as of the revision date indicated above.

Browser	Browser Version	Operating System
Microsoft Edge	Most current	Windows 10 and later
Google Chrome	Most current	Windows 8.1 and later Mac OS X 10.10 and later
Apple Safari	Most current	Mac OS X 10.10 and later

Internet Explorer is not compatible with Lippincott Clinical Experience. Firefox is not compatible with Virtual Simulations, or CoursePoint+.

Next Generation vSim for Nursing

PC	
OS	Windows 10, Windows 11 (64-bit)
Browser (latest)	Chrome, Edge
RAM	8 GB or more
Processor requirements	Modern processor (Intel i3 or better recommended)
MAC	
OS	Most recent or previous mac OS version
Browser (latest)	Chrome, Safari
RAM	8 GB or more
Processor requirements	Minimum i5

MiraCosta College ADN Program

iPad (vSim app installation required)	
OS	Most recent or previous iPad OS version
Browser (latest)	Chrome, Safari
RAM	3 GB or more
Access method	Download app from Apple App Store
Android (vSim app installation required)	
OS	Most recent or previous Android version
Browser (latest)	Chrome
RAM	4 GB or more
Access method	Download app from Google Play Store
Recommended screen size	10-inch screen or larger for best experience
Chromebook	
OS	Most recent or previous Chrome OS version

Browser (latest)	Chrome
CPU	Intel Core (i3 or better)
RAM	4 GB or better

Cookies

If you filter cookies, you must allow session cookies. JavaScript must also be enabled. (In most browsers, cookies and Javascript are enabled by default).

- [How to enable Javascript](#)
- [How to enable cookies](#)

vrClinicals for Nursing

PC/MAC/Laptops	
PC OS	Windows 10, Windows 11 (64-bit)

MiraCosta College ADN Program

MAC OS	macOS 12, macOS 13
Browser (latest)	Chrome, Edge
CPU	Intel Core (i5 or better)
GPU	Discrete UHD620 or newer
VRAM for GPU	2 GB
RAM	8 GB or more
Processor requirements	Minimum i5
Internet download speed	30 Mbps

Not currently supported on tablet devices.

Lippincott Ready for NCLEX

PC/MAC/Laptops	
PC OS	Windows 10, Windows 11 (64-bit)
MAC OS	macOS 12 or later
Browser (latest)	Chrome, Edge, Safari
CPU	Intel Core (i5 or better)
GPU	Discrete UHD620 or newer
VRAM for GPU	2 GB
RAM	8 GB or more
Processor requirements	Minimum i5
Internet download speed	30 Mbps

Secure exams can be taken on iPads and Chromebooks.

Requires download of Lippincott's version of Respondus LockDown Browser. The link for end-user download can be found in the student version of the product. Note that Lippincott's version of LockDown Browser can be installed and run successfully on a device that also has other versions of Respondus. Further note that other versions of Respondus will not be able to load the exams in Lippincott Ready for NCLEX.

Lippincott's version of Respondus LockDown Browser is also available as a MSI file for a managed devices in a computer lab or testing center. The link to download can be found on this page:

MiraCosta College ADN Program

<https://wkhlrp.my.site.com/LippincottOnlineHelpCenter/s/article/Managed-Installation-for-Lippincott-Ready-for-NCLEX-Secure-Browser>

You will need to contact Tech Support (see info later in this document) for the password.

Lippincott's version of Respondus LockDown Browser cannot be run on a virtual machine (VM) at this time.

Lippincott Clinical Experiences

The simulations used in Lippincott Clinical Experiences are based on the Unity 3D engine, which will run in Chrome, Edge, and Safari browsers in Windows, and Chrome and Safari in MacOS. LCE will not work on smart phones, iPads, Android tablets, or other mobile devices.

Technical Support Assistance

If you require any assistance with Wolters Kluwer or Lippincott products, or have questions about product registration or activation, contact our technical support team whenever you need help. 1-800-468-1128 or email at techsupp@lww.com.

MiraCosta College ADN Program

Acknowledgment of Nursing Policies and Procedures:

The policies and procedures outlined in this handbook are intended to guide me and I progress throughout the nursing program. While the handbook provides comprehensive guidance, I understand that it cannot anticipate every situation that may arise. Accordingly, individual circumstances will be reviewed and addressed on a case-by-case basis in accordance with program and college standards.

I understand that the nursing program is regulated by the California Legislature, the California Board of Registered Nursing, and applicable college and program accrediting bodies. As a result, some policies in this handbook may be more restrictive than those of the MiraCosta College District. In all instances, the most restrictive policy will apply.

Infectious Diseases

- I am aware that as a nursing student, I may be required to care for patients with infectious diseases and/or may be exposed to infectious diseases, which may include COVID-19. I will be provided with the appropriate personal protective equipment (PPE).

Technical Standards

- I hereby attest that I have read, understand, and am able to perform the technical standards required for participation in this program. I acknowledge that it is my responsibility to meet and maintain these standards throughout my enrollment.

Vaccination Requirements

- I hereby attest that I have read, understand, and will ensure that all required vaccinations and related records are kept current. I acknowledge that all vaccines listed are mandatory for participation in the program.
- I agree to notify the Program Director immediately if I am unable to receive any required vaccine due to medical necessity. I understand that no other exemptions will be accepted. I further understand that medical exemptions are reviewed on a case-by-case basis and may require alternative clinical placement. If an alternative placement cannot be secured, I acknowledge that my progression in the program may be impacted.

I understand that the student handbook is subject to change. Changes to the student handbook are communicated in a timely manner. Any addendums to the handbook are communicated on the Nursing Student Hub Canvas site and on the public MiraCosta websites for the RN Program and LVN-to-RN Program.

I also understand that if, for any reason, I do not maintain continuous enrollment in the MiraCosta College ADN Program, this edition of the handbook will no longer be in effect. Upon reentry, the handbook for that academic year will be required.

I affirm that I have read and understand the **ADN Nursing Program Student Handbook** in its entirety and am familiar with its contents. I acknowledge that my enrollment in the ADN program is

MiraCosta College ADN Program

governed by the terms and policies set forth in this handbook and agree to comply with all applicable policies, terms, and provisions. I understand that it is my responsibility to seek clarification regarding any content that is unclear. I further acknowledge that failure to adhere to the policies outlined in this handbook may result in disciplinary action.

Student Name Printed

Student Signature

 / / 20
Date

(Academic Year 2026-2027)