ADDENDUM TO THE 2023 – 2024 STUDENT HANDBOOK FOR UNDERGRADUATE NURSING

Accreditations

Cox College is accredited by The Higher Learning Commission, a commission of the North Central Association of Colleges and Schools, 30 N. LaSalle Street, Suite 2400, Chicago, IL 60602-2504, 800-621-7440, www.ncahigherlearningcommission.org.

Cox College is a single-purpose specialized private college and affiliate of CoxHealth. The college provides integrated, comprehensive educational programs that prepare graduates for a changing health care environment.

The Missouri State Board of Nursing (MSBN) 3605 Missouri Blvd, PO Box 656, Jefferson City, MO 65102-0656, 573-751-0681, http://pr.mo.gov has granted full approval for both the Associate and Bachelor of Science in Nursing degree programs.

The Associate of Science in Nursing program at Cox College located in Springfield, MO and Monett, MO is accredited by the: Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326 (404) 975-5000

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate of Science in Nursing program is Continuing Accreditation.

The Bachelor of Science in Nursing degree at Cox College is accredited by the Commission on Collegiate Nursing Education (CCNE). Effective July 10, 2023, this nursing program is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing. This candidacy status expires on July 10, 2025.

Addendum to the 2023 – 2024 Student Handbook for Undergraduate Nursing

This document is an addendum to the 2023 – 2024 Student Handbook for Undergraduate Nursing and is provided for the purpose of notifying students of corrections and/or updates to the programs policies which have occurred since the student handbook was published in July of 2023.

All data in this Handbook Supplement reflects information as it was available on the publication date. Cox College reserves the right to revise all announcements contained in this publication and, at its discretion, to make reasonable changes in requirements to improve or upgrade academic and non-academic programs. This addendum is not intended to be a contract, explicit or implied. Students are expected to be familiar with the information presented in the catalog, handbook, and in any supplements and addenda to the catalog or handbooks, and with all institution policies.

GENERAL INFORMATION

The policies and procedures contained in this handbook are subject to change without notice at the discretion of the Program Chairs with the approval of the Chief Nurse Administrator. Any changes made will be communicated to students in a timely manner. This Handbook is not intended to be a contract, explicit or implied. It is the responsibility of each student to be acquainted with all requirements, policies, and procedures for his or her degree program and to assume responsibility for meeting those requirements.
It is the student's responsibility to become familiar with these documents and abide by all policies while enrolled at Cox College. Cox College policies can be found in the Cox College Catalog.

Please contact the Program Chairs, Academic Advisors, or Vice President of Student Nursing with questions regarding the information in this Handbook or general Cox College policies and procedures.

Dosage Calculation

The applicable rounding rules will be listed in each dosage calculation exam question.

1 kilogram (kg)	=	1000 grams (gm)
1 gram (g)	=	1000 milligrams (mg)
1 milligram (mg)	=	1000 micrograms (mcg)
1 Liter (L)	=	1000 milliliters (mL)
1 milliliter (mL)	=	1 cubic centimeter (cc)
30 mL	=	1 ounce (oz)
65 mg	=	1 grain (gr)
2.2 pounds (lb)	=	1 kilogram (kg)

Standardized Testing

Cox College has partnered with Assessment Technologies Institute (ATI) to assist students with acquiring critical reasoning skills and building nursing content knowledge essential for nursing practice and NCLEX-RN success.

WHAT IS ATI?

Cox College has partnered with Assessment Technologies Institute (ATI) to assist students with acquiring critical reasoning skills and building nursing content knowledge essential for nursing practice and NCLEX-RN success.

Used as a comprehensive program, ATI tools can help students prepare more efficiently, as well as increase confidence and familiarity with content. Students in the prelicensure undergraduate nursing programs will be required to take ATI competency tests pertaining to each of the major courses/content areas throughout the curriculum. The ATI tests will be given toward the end of each nursing course. The comprehensive ATI review program offers the following to students:

- An assessment-driven comprehensive review program designed to enhance student NCLEX® success.
- Multiple assessment and remediation activities. These include assessment indicators for academic success, critical thinking, and learning styles. Additionally, online tutorials, online practice tests, and proctored tests are provided and span major content areas in nursing. These ATI tools, in combination with the nursing program content, assist students to prepare effectively, helping to increase their confidence and familiarity with nursing content.
- ATI Orientation resources, such as the ATI Plan that can be accessed from "My ATI" tab. It is highly recommended that you spend time navigating through these orientation materials.

Review Modules/eBooks
ATI provides Review Modules in eBook formats that include written and video materials in key content areas. Students are encouraged to use these modules to supplement course work and reading. Instructors may assign chapter reading either during a given course and/or as part of active learning/remediation following assessments.

Tutorials
ATI offers unique Tutorials that are designed to teach nursing students how to think like a nurse, how to take a nursing assessment, and how to make sound clinical decisions. Nurse Logic is an excellent way to learn the basics of how nurses think and make decisions. Learning System offers practice tests in specific nursing content areas that allow students to apply the valuable learning tools from Nurse Logic. Features such as a Hint Button, a Talking Glossary, and a Critical Thinking Guide are embedded throughout the Learning System tests to help students gain an understanding of the content.

Focused Reviews/Active Learning/Remediation
Active Learning/Remediation is a process of reviewing content in an area that was not learned or not fully understood (as determined on an ATI assessment). Remediation tools are intended to help the student review important information to be successful in courses and on the NCLEX®. The student's individual assessment report will contain a listing of the Topics to Review. It is highly recommended to remediate using the Focused Review after completion of any practice/proctored tests, which contains links to ATI eBooks, media clips, and active learning templates.

Your instructor has online access to detailed information about the timing and duration of time spent in assessments, focused reviews, and tutorials by each student. Students will provide documentation that required ATI work was completed using the "My Transcript" feature under "My Results" of the ATI Student Home Page. Each course instructor will indicate in the syllabus how evidence of remediation is submitted. Proctored exams will be given no later than week 15 in order to allow time to remediate. All remediation must be completed by week 16. This remediation will assist students in preparing for course final exams by focusing on areas in which they are weak.

ATI Grading
ATI will count for 5% of your course grade. The points awarded are outside of the required exam average. The benchmark for both the Content Mastery Series and Comprehensive Predictor proficiency is Level 2.

Proficiency Indicators	
Level 3	Indicates student is very likely to **exceed** NECLX standards in this content area. Student demonstrates a higher than expected level of knowledge in this content area that confidently supports academic readiness for subsequent curricular content. Demonstrates achievement of a level of competence needed for professional nursing

	practice in this content area that exceeds most expectations.
Level 2	Indicates student is fairly certain to **meet** NCLEX standards in this content area. Students demonstrates a level of knowledge in this content area that more than adequately supports academic readiness for subsequent curricular content. Demonstrates achievement of a satisfactory level of competence needed for professional nursing practice in this content area.
Level 1	Likely to **just meet** NCLEX standards in this content area. Demonstrates the minimum level of knowledge in this content area required to support academic readiness for subsequent curricular content. Demonstrates achievement of a minimum level of competence needed for professional nursing practice in this content area.
Level 0/below level 1	Student is likely to **not meet** NCLEX standards in this content area. Demonstrates minimum level of knowledge in this content area and does not demonstrate readiness for subsequent curricular content. Student does not meet the minimum level of competence needed for professional nursing practice in this content area.

CONTENT MASTERY SERIES GRADING RUBRIC

Using a combination of the CMS practice and proctored assessments to achieve 5% of the course grade. This sample assumes a course worth 100 points. Point values will be adjusted based on total number of course points to equal a total possible score of 5% of the course grade.

Activity			Points Possible	Points Awarded
CMS Practice Assessments				
Complete Practice Assessment A			10	
Complete Practice Assessment B			10	
CMS Standardized Proctored Assessment				
Level 3 or Level 2	Level 1	Below Level 1		
30 points Focused Review is recommended.	15 point Focused Review is recommended.	0 points Focused Review is recommended.	30	
Active Learning Templates, focused review and proctored retakes may occur based on course specific guidelines.				
Total Points			50	

COMPREHENSIVE PREDICTOR GRADING RUBRIC

Using a combination of the practice and proctored assessments to achieve 5% of the course grade. This sample assumes a course worth 100 points. Point values will be adjusted based

on total number of course points to equal a total possible score of 5% of the course grade.

Activity				Points Possible	Points Awarded
Comprehensive Predictor Practice Assessments					
Complete Practice Assessment A *including:* For each topic missed, complete an active learning template.				1	
Complete Practice Assessment B *including:* For each topic missed, complete an active learning template.				1	
Comprehensive Predictor Standardized Proctored Assessment					
95% or above passing predictability	90-94% passing predictability	85-89% passing predictability	84% or below passing predictability		
3 points Focused Review is recommended.	2 points Focused Review is recommended.	1 point Focused Review is recommended.	0 points Focused Review is recommended.	3	
Total Points				5	

TESTING SCHEDULE

Course	ATI Assessment
ASN	
NURS 105	No proctored exams given
NURS 106	Fundamentals Maternal Newborn
NURS 206	Mental Health Pharmacology
NURS 208	Adult Medical Surgical Comprehensive Predictor
BSN	
NRSI/NRSA/NRSC 202 and/or 280	Assessment A & B Fundamentals
NRSI/NRSA/NRSC 212	Mental Health
NRSI/NRSA/NRSC 304	Maternal Newborn
NRSI/NRSA/NRSC 305	Nursing Care of Children
NRSI/NRSA/NRSC 335	Adult Medical Surgical
NRSI/NRSA/NRSC 410	Comprehensive Predictor/Virtual ATI
NRSI/NRSA/NRSC 410	Pharmacology

Undergraduate Nursing Testing Policy

Undergraduate Nursing Testing Policy

Missed Exams

All exams must be made up within 24 hours of the scheduled exam time unless circumstances warrant an extension. Students will be responsible for making arrangements with course coordinator to take missed exams. If an exam is missed, students will have 10% of their grade deducted unless the Program Chair approves appropriate documentation. This could include physician excuses for extreme illness, sick children, etc. If approved by the Chair, the 10% will not be deducted.