

We are pleased to hear of your interest in advancing your nursing career with an advanced Graduate Nursing education from Clarkson College. To gain acceptance into our program, you will need to become familiar with the information in this packet. Clarkson College faculty and administration members are available to facilitate your application process.

HEALTH & SAFETY

Clarkson College is committed to providing a safe and healthy environment for all members of our campus community, as well as the patients many of our students interact with throughout their education. To protect yourself from certain conditions of risk you may be exposed to, it is essential for you to complete specific health and safety requirements according to your academic program needs. Failure to comply with such requirements will prevent class and/or clinical attendance. All health and safety requirements are at the expense of the student and are non-refundable. For additional information about this process, visit the health and safety section within ClarksonCollege.edu.

Drug screens may be performed randomly at the College or clinical site and are required by some clinical agencies prior to the start of the clinical rotation. All students should be aware of the College policies on criminal background checks and drug screening in the academic catalog.

ACCREDITATION INFORMATION

The Clarkson College Master of Science in Nursing and Doctorate of Nursing Practice programs are accredited by:
Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850 Atlanta, GA 30326 PH 404.975.5000

The Clarkson College Doctor of Nursing Practice with a specialty in Nurse Anesthesia & Master of Science in Nursing with a specialization in Nurse Anesthesia programs are accredited by:
Council on Accreditation of Nurse Anesthesia Educational Programs (COA)
222 S. Prospect Avenue Park Ridge, IL 60068 PH 847.655.1160

Clarkson College is accredited by The Higher Learning Commission
30 North LaSalle Street, Suite 2400 Chicago, IL 68062-2504 PH 213.261.0456

NOTICE OF NON-DISCRIMINATION

Clarkson College complies with all applicable federal, state and local laws relating to discrimination and does not discriminate on the basis of race, color, religion, ancestry, sexual orientation, physical or mental disability, age, national origin, ethnicity, sex, veteran's status or marital status in the administration of its educational programs and policies, financial aid, activities or other school administered programs. Questions regarding Title IX may be referred to the Title IX Coordinator or to the Office of Civil Rights (OCR). The Director of Student Support Services serves as the Title IX Coordinator and is located in the Success Center. The Title IX Coordinator can be contacted at 402.552.2693, 1.800.647.5500 or at titleixcoordinator@clarksoncollege.edu. The OCR can be contacted by visiting www2.ed.gov/about/offices/list/ocr or by calling 1.800.421.3481. Questions regarding other types of discrimination should be directed to the Director of Human Resources. Questions regarding accommodations for student disabilities should be directed to the Accommodations Coordinator at accommodations@clarksoncollege.edu.

**Return application materials to:
Clarkson College Admissions Office
101 South 42 Street Omaha, NE 68131-2739**



Prepare to be the best.

License/Certification Form

PROOF OF LICENSE/CERTIFICATION: RN

I hereby attest the following information to be true and accurate.

The following applicant, _____, holds a current and active license or certification by the state of _____ to practice as a Registered Nurse (RN).

My license/certification number is _____ and it is valid from _____ to _____.

Required evidence of license/certification as part of this application includes the above attestation and a copy of your current and active state license/certification.

APPLICANT SIGNATURE DATE

PROOF OF LICENSE/CERTIFICATION: APRN (IF APPLICABLE)

I hereby attest the following information to be true and accurate.

The following applicant, _____, holds a current and active license or certification by the state of _____ to practice as an Advanced Practice Registered Nurse (APRN).

My license/certification number is _____ and it is valid from _____ to _____.

Required evidence of license/certification as part of this application includes the above attestation and a copy of your current and active state license/certification.

APPLICANT SIGNATURE DATE



Proof of Employment Form

PROOF OF EMPLOYMENT

I hereby certify the following applicant, _____, is a current
APPLICANT NAME, PRINTED
 employee of the below agency.

AVERAGE HOURS OF EMPLOYMENT PER WEEK	AGENCY/FACILITY

SUPERVISOR/MANAGER/DIRECTOR NAME, PRINTED	CREDENTIALS
SUPERVISOR/MANAGER/DIRECTOR EMAIL	PHONE
SUPERVISOR/MANAGER/DIRECTOR SIGNATURE	DATE
APPLICANT SIGNATURE	DATE

EMPLOYMENT AGREEMENT

If enrolled at Clarkson College, it is the student's responsibility to seek and maintain employment throughout his/her enrollment in the program. All Clarkson College students are required to verify employment as a registered nurse annually in the CastleBranch system.

APPLICANT SIGNATURE	DATE
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Prepare to be the best.

Clinical Hour Verification Form
Post-Graduate students only

STUDENT INFORMATION

STUDENT NAME FACULTY ADVISOR

COLLEGE/UNIVERSITY

SPECIALTY PROGRAM ENTRY TO PROGRAM GRADUATION DATE

CLINICAL HOUR INFORMATION

Clinical hours from previous Master of Science degree in Nursing and/or certificate programs:

Table with 3 columns: COURSE NUMBER, COURSE TITLE, CLINICAL HOURS. Includes a row for TOTAL CLINICAL HOURS.

SCHOOL AUTHORIZATION

Please have the appropriate representative verify hours.

SIGNATURE DATE

PRINTED NAME TITLE

SCHOOL SEAL



Prepare to be the **best**.

Professional Reference Form

Graduate program applicants—except for Nurse Anesthesia—use this form to complete professional references as required for your application. Applicants to the graduate nursing programs are required to submit two completed reference forms. Doctoral (Ed.D.) program applicants are required to submit three completed reference forms.

STATEMENT BY APPLICANT (waiver of right to review)

I understand that this letter of reference will be kept confidential in compliance with the Family Education Rights and Privacy Act of 1974. I waive the right to review this letter of reference.

PRINTED NAME

SIGNATURE

DATE

TO APPLICANT REFERENCES

The above individual has applied for admission to a graduate program at Clarkson College. Before an acceptance decision can be made, we request letters of reference—**two** for master’s degree applicants and **three** for Ed.D. applicants—from individuals who can speak to the academic and professional qualifications of the applicant. Please take a moment to answer the questions below and return this completed form to Clarkson College. Thank you for your assistance.

REFERENCE NAME

PHONE

TITLE/POSITION

ORGANIZATION NAME

ORGANIZATION ADDRESS

SIGNATURE

DATE

Rate the applicant in comparison with others of his/her age and position whom you have known.

CHARACTERISTIC	TOP 10%	TOP 25%	TOP 50%	LOWER 50%	NO BASIS FOR JUDGEMENT
Intellectual ability					
Breadth of general knowledge					
Ability to express self verbally					
Ability to express self in writing					
Ability to work with others					
Ability to perform without directions					



Assessment of Acute Care Skills
MSN & BSN to DNP: Nurse Practitioner

APPLICANT NAME

DATE

PLACE OF EMPLOYMENT

EMPLOYMENT START DATE

EMPLOYMENT END DATE (IF APPLICABLE)

HOW FREQUENTLY DO YOU PERFORM THE FOLLOWING SKILLS? Check the appropriate box.

Skill	Never	Daily	2-3 times/wk	Weekly	Biweekly	Monthly	N/A
Complete hands-on physical assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Obtain health history	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perform patient documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use electronic health record (EHR)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TELL US ABOUT YOUR CURRENT ASSESSMENT SETTING Circle the appropriate response.

Characterize your current work setting.	Acute Care		Long-Term Care		Clinic	
How many years have you worked in your current role? Circle the most appropriate timeframe.	Less than 1 year	1–2 years	2–5 years	More than 5 years	Not applicable	
How many beds are in the setting where you currently work?	1–50 beds	51–100 beds	101–150 beds	151–200 beds	More than 200 beds	Not applicable
Total years of nursing experience:	Less than 1 year	1–2 years	2–5 years	5–10 years	More than 10 years	

WHAT PHYSICAL ASSESSMENT SKILLS DO YOU PERFORM ON A REGULAR BASIS?

APPLICANT SIGNATURE

DATE



Technical Standard Requirements

The candidate for the Clarkson College Graduate Nursing programs should consider the following essential requirements. The following technical standards reflect reasonable expectations of the Master of Science in Nursing (MSN) and Doctor of Nursing Practice (DNP) student for the performance of common advanced practice nursing functions. These standards do not reflect what may be required for employment of the nursing graduate. The nursing curriculum provides the general, technical and clinical education required to enable the student to independently deliver entry-level advanced practice clinical services in an array of health settings.

In adopting these standards, the Clarkson College Graduate Nursing programs are mindful of the patient's right to safe and quality health care. The graduate nursing student must be able to apply the knowledge and skills necessary to function in a broad variety of primary care and clinical situations. The purpose of these functions is to ensure graduate students provide safe, competent and timely care to patients. Each candidate must have the ability to learn and perform the following requirements:

MOTOR COMPETENCIES

The technical standards include the ability to perform or assist with nursing interventions to provide comprehensive general nursing care and treatment in connection with other identified professional nursing student competencies.

Rationale: Graduate nursing student motor competencies include the knowledge, attitude, and skills necessary to provide quality and safe patient care to patients in all health care settings. Candidate must have sufficient motor capabilities and strength to execute the movements and skills required to provide safe and effective nursing care.

Examples of motor competencies include—without limitation—the ability to:

- › The ability to obtain accurate information from patients using gross and fine motor skills appropriate to the technique (e.g., palpation, auscultation and percussion) and the use and calibration of common medical/nursing digital, analog and waveform diagnostic tools and equipment (e.g., sphygmomanometer, otoscope, stethoscope, ophthalmoscope, EKG, IVs) that monitor or obtain physiological phenomena or data.
- › Perform and/or assist with expected graduate nursing student procedures, treatments and medication administration using sterile or clean techniques appropriate to the type of procedure, treatment or medication administration (e.g., drawing medications into syringes in precise measurements; giving a medication IV, IM or subcutaneously using the appropriate syringe or apparatus; performing tracheotomy care and suctioning; inserting urinary catheters; creating sterile fields; sterile and clean dressing changes) and perform advanced patient rescue techniques.
- › Appropriately move, transfer and position patients or equipment under a variety of circumstances with or without assistance or assistive devices during the delivery of general or advanced practice nursing care or in emergency situations.
- › Have the endurance to complete all required tasks during the assigned period of advanced clinical practice in order to carry out the nursing process in the context of patient care delivery.
- › Navigate patients' rooms, work spaces and treatment areas with appropriate precision and speed to carry out the nursing process during the delivery of general nursing care or in emergency situations.

Student initials _____

COMMUNICATION COMPETENCIES

The technical standards include the ability to communicate effectively with a wide variety of individuals.

Rationale: Communication competencies include knowledge, attitude and skills necessary to provide quality and safe patient care in all health care settings. Examples of communication competencies include—without limitation—the ability to:

- › Communicate clearly in English (or to a patient language interpreter if the patient and/or family members/significant others do not speak English) in a professional and sensitive manner with patients and their family members/significant others, health team members, faculty, and peers of diverse ethnic, religious and cultural backgrounds in professional nursing practice settings as well as in the academic setting.
- › Accurately elicit information from patients, family member/significant others, health team members and/or faculty related to a patient's medical history and current status necessary to adequately and effectively evaluate a patient's condition.
- › Use and comprehend standard professional nursing and medical terminology when using and/or documenting a patient's print or electronic health record.
- › Convey appropriate information to patients and the health care team and teach, direct and counsel a wide variety of individuals, including explaining treatment procedures and initiating health education.

Student initials _____

OBSERVATION COMPETENCIES

The technical standards include the ability to make observations in connection with other identified professional nursing student competencies.

Rationale: Graduate nursing student advanced practice observation competencies include the knowledge, attitude and skills necessary to provide quality and safe patient care to patients in all health care settings. Examples of observation competencies include—without limitation—the ability to:

- › Use, calibrate and accurately interpret information obtained from digital, analog and waveform diagnostic tools (e.g., sphygmomanometer, otoscope, stethoscope, ophthalmoscope, EKG, IVs) and other diagnostic tools that monitor or obtain physiological phenomena.
- › Accurately observe a patient during the course of a comprehensive or focused physical assessment to determine signs and symptoms of disease, pain and infection.
- › Accurately observe and interpret a patient's heart and body sounds, body language, color of wounds, drainage, urine, feces, expectoration, and sensitivity to heat, cold, pain and pressure.
- › Ability to observe demonstrations and laboratory exercises related to advanced practice patient care techniques.

Student initials _____

COGNITIVE COMPETENCIES

The technical standards include the ability to demonstrate cognitive abilities in connection with the other identified professional nursing student competencies.

Rationale: Graduate nursing student cognitive competencies include demonstrating the knowledge, attitude and skills necessary to provide quality and safe patient care to patients in all health care settings. Examples of cognitive competencies include—without limitation—the ability to:

- › Demonstrate cognitive abilities related to graduate course and program outcomes, which include intellectual, conceptual, integrative, quantitative, critical thinking and comprehension skills that indicate that the advanced practice student is able to carry out the nursing process in the care of patients.
- › Measure, calculate, reason, analyze and synthesize subjective and objective data to carry out the nursing process in relation to patient assessment, diagnosis, goals, plan of care/interventions and evaluation.
- › Retrieve and critically appraise patient related research to determine the best available research evidence (quantity and quality) to use in a patient's advanced practice nursing plan of care.
- › Comprehend extensive information from written documents, visual and/or oral presentations, and patient computer information systems in order to carry out the nursing process.
- › Analyze and prioritize all aspects of patient care in a prompt and timely fashion.
- › Synthesize objective and subjective findings and diagnostic studies in order to formulate nursing/medical diagnoses.
- › Use synthesized data to initiate an advanced practice nursing plan of care which appropriately integrates patient preferences in order to provide appropriate, quality and safe patient care.

- › Accurately follow course syllabi, assignment directions, patient protocols and any action plan(s) developed by deans, faculty, administrators or health care agency staff.

Student initials _____

BEHAVIORAL & SOCIAL ATTRIBUTES COMPETENCIES

The technical standards include the ability demonstrate behavioral and social attributes in academic and in on-campus clinical and off-campus clinical settings in connection with identified professional nursing student competencies.

Rationale: Graduate nursing student behavioral and social attributes competencies include the knowledge, attitude and skills necessary to provide quality and safe patient care in all health care settings. Examples of behavioral and social attributes competencies include—without limitation—the ability to:

- › Communicate in a mature, professional, culturally sensitive, therapeutic, accurate and effective manner with patients, patients' family members/significant others, members of the health care team, faculty, staff, and peers.
- › Maintain effective, appropriate and sensitive relationships with patients, patients' family members/significant others, peers, faculty, staff and other health care professionals.
- › Uphold professional nursing standards, including punctual attendance at on-campus clinical simulation and off-campus clinical settings.
- › Conform to the Clarkson College clinical dress code and requirements of all clinical settings.
- › Work cooperatively and with honesty and integrity with peers, faculty and members of the health care team.
- › Adapt to changing environments and exhibit flexibility and composure in the face of uncertainties inherent in the clinical problems of many patients.
- › Use conflict resolution strategies effectively in College and clinical settings and integrate constructive criticism received in College and clinical settings.
- › Correctly judge when a nursing intervention requires additional assistance and seeks help from a College-approved preceptor.

Student initials _____

OTHER SKILLS

Candidate must possess the abilities to deal with issues and conditions specific to the graduate nursing environment that may include any of the following:

- › Exposure to harmful radiation.
- › Working in confined places such as surgical suites, emergency rooms, etc.
- › Handling and disposing of body secretions such as blood, stool, urine, etc.
- › Exposure to disease may occur on a daily basis while in clinical education, as students care for patients with known and unknown risk factors and potential infections or harmful diseases.

Student initials _____

COMPLIANCE WITH TECHNICAL STANDARDS

An applicant—BSN or MSN student who is considered—in the judgment of the program officials, to be unable to meet the technical standards of the program must provide the school with verification of compliance with these technical standards in order to be considered for admittance or continuance in the Clarkson College Nursing program.

Student initials _____

CLINICAL REQUIREMENTS

This graduate nursing educational program includes clinical hours in various clinical settings under the supervision of a College-approved preceptor. The candidate must have the capacity to complete clinical hours that may involve a four to 12-hour clinical day which may also include evenings or weekends.

Student initials _____

STUDENT AGREEMENT

I, the undersigned, attest that I have read and understand the essential requirements for the Graduate Nursing program at Clarkson College. I believe to the best of my knowledge that I have the ability to learn and perform the mentioned requirements.

 APPLICANT SIGNATURE

 DATE

 APPLICANT PRINTED NAME
ACCOMMODATIONS

Clarkson College is committed to providing educational opportunities to otherwise qualified students with disabilities to afford such students an opportunity equal to that provided to non-disabled students to achieve a desired educational outcome. A “qualified individual” with a disability is one who, with or without reasonable accommodations, meets the Clarkson College academic requirements and these technical standards. Students with disabilities are not required to disclose their disability to Clarkson College. However, students wishing to request reasonable accommodations should contact the Accommodations office at 402.552.2693.

The Accommodations office determines qualified disability status and assists students in obtaining appropriate accommodations and services. Decisions regarding reasonable accommodation are determined on a case by case basis taking into consideration each student’s disability-related needs, disability documentation and program requirements. While the process for requesting reasonable accommodations may be started at any time, reasonable accommodations may not be implemented retroactively.

It therefore is important that graduate students allow ample time for their accommodation requests to be processed. While Clarkson College will make every effort to work with students with disabilities to accommodate their disability-related needs, the College is not required to provide accommodations that fundamentally alter or waive essential program requirements.

**Return application materials to:
 Clarkson College Admissions Office
 101 South 42 Street Omaha, NE 68131-2739**