

Mississippi Delta Community College Division of Health Sciences



Associate Degree Nursing Student Handbook

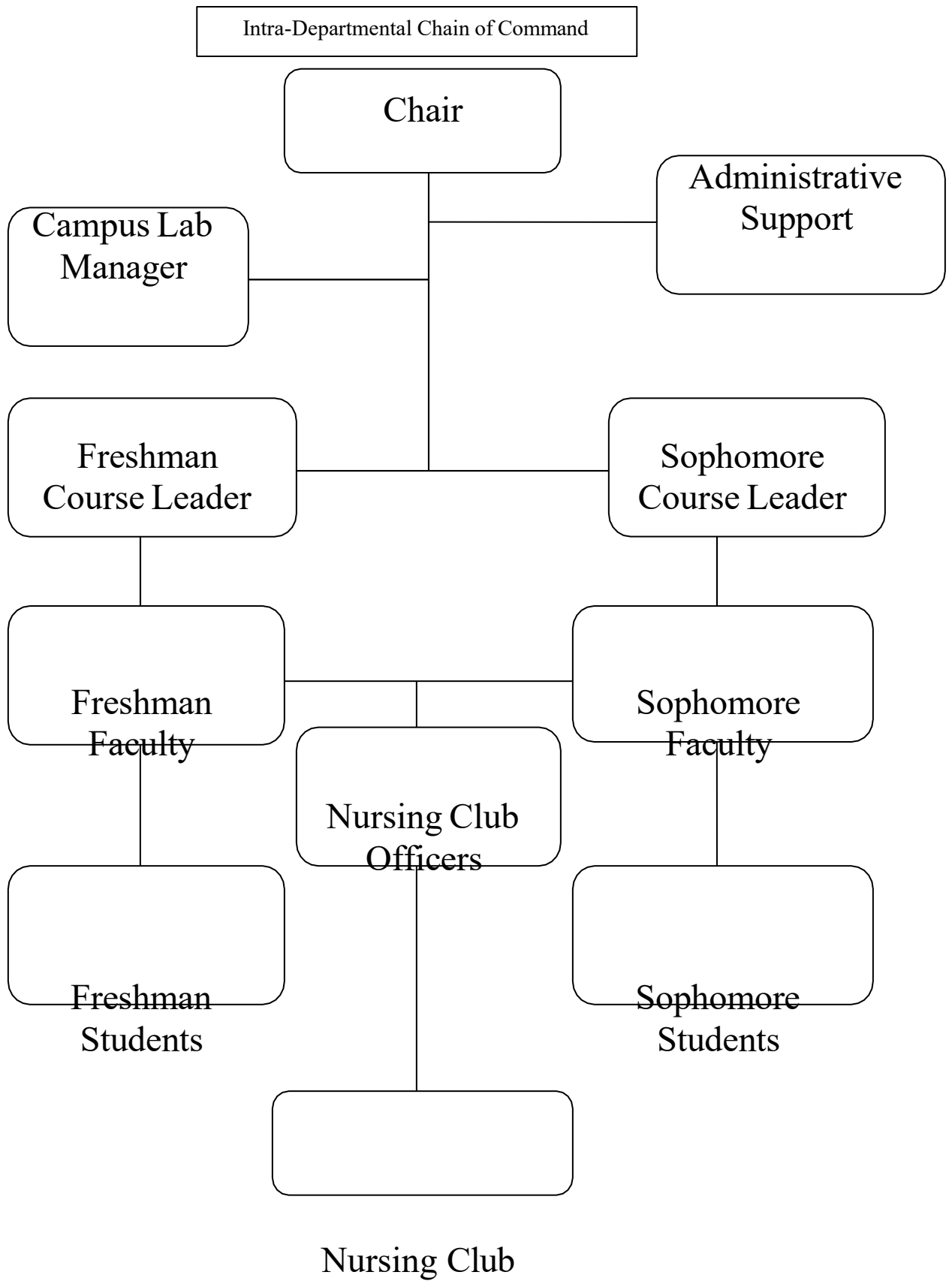
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**MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM**

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MISSISSIPPI DELTA COMMUNITY COLLEGE ASSOCIATE DEGREE NURSING PROGRAM

ADN HANDBOOK OVERVIEW STATEMENT

The Associate Degree Nursing handbook provides students with information, policies, and guidelines to be successful in the program. Students must read and follow the policies set forth. The MDCC Catalog/Student Handbook continues to be the student's resource for student information and policies.

The College reserves the right to alter or change any statement contained herein [MDCC Catalog/Student Handbook] without prior notice.

The ADN program reserves the right to alter or change any statement or policy without prior notice. Written notification to the students is sufficient to effect policy change.

Students will also find specific information and requirements in respective nursing course outlines.

NON-DISCRIMINATION POLICY/ AMERICANS WITH DISABILITIES ACT

In compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Pregnancy Discrimination Act of 1978 and other applicable Federal and State Acts, Mississippi Delta Community College offers equal education and employment opportunities and does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following have been designated to handle inquiries regarding these policies: EEOC Compliance/Non-Discrimination: Waunita Roberts Jones, Executive Director of Human Resources; 662.246.6390 or EEOC@msdelta.edu. Title IX: DeAndre House, Vice President of Student Services, 662.246.6444 or titleIX@msdelta.edu. Disability Support Services: Jalisha Kee, Coordinator of Counseling and Disability Support Services, 662.246.6442 or ADAcompliance@msdelta.edu. The mailing address for the above named representatives is P.O. Box 668, Moorhead, MS 38761.

PROGRAM DESCRIPTION

The Associate Degree Nursing (ADN) Program is designed to provide educational opportunities to qualified students for a rewarding career that will help meet the expanding healthcare needs of the community. The program prepares the individual to practice as a Registered Nurse, according to the State of Mississippi law. Graduates receive an Associate of Applied Science Degree and are eligible to take the NCLEX-RN® exam for licensure.

ACCREDITATION

Mississippi Delta Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate of Arts Degree and the Associate of Applied Science Degree and Certificates.

Southern Association of Colleges and Schools Commission
1866 Southern Lane
Decatur, GA 30033-4097
(404) 679-4500

The Associate Degree Nursing Program maintains state accreditation by the Board of Trustees of State Institutions of Higher Learning and national accreditation by the Accreditation Commission for Education in Nursing. Information regarding the accreditation status may be directed to:

Board of Trustees of State Institutions of Higher Learning
3825 Ridgewood Road
Jackson, MS 39211
(601) 432-6198
www.mississippi.edu/ihl/

Accreditation Commission for Education in Nursing, Inc.
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000

Individuals may contact the applicable accrediting or regulatory agency, when appropriate, regarding concerns related to program accreditation or standard compliance.

MISSISSIPPI DELTA COMMUNITY COLLEGE
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MISSION STATEMENT

The mission of the Associate Degree Nursing Program at Mississippi Delta Community College is to prepare graduates for entry level nursing practice in a variety of healthcare settings.

PHILOSOPHY

The philosophy of the Associate Degree Nursing program is based on the faculty's understanding of **person, environment, health, nursing practice, nursing education**, and the **practice of the associate degree nurse**.

The **person** is a holistic being who has the ability to grow and adapt to the environment. A person has basic physical, safety, psychosocial, and cultural needs and is a product of both heredity and environment.

The **environment** is comprised of internal and external variables that affect development and behavior. The environment may be adjusted to promote comfort and enhance health. The person interacts with a variety of environments which include educational, health care, and community settings.

Health is a dynamic state of well-being and not merely the absence of illness. Illness may lead to interferences with the person's ability to meet basic needs. Health and illness are influenced by the person's life experiences as well as the environment. A component of nursing practice is to assist the person to adapt to their state of health.

Nursing practice is an art and science which utilizes the nursing process to provide care through critical thinking. Nursing practice involves assisting the person to meet basic needs by promoting optimal health throughout the life span. Nursing practice is based on establishing caring and therapeutic relationships.

Nursing education is a process progressing from basic to complex, through which the student attains cognitive, psychomotor and communication skills. Nursing education reflects the changing health care system as guided by current trends and research (evidence-based practice). Nursing curriculum is structured through the organizing concepts of basic needs, nursing process, communication, law/ethics, safety, growth and development, and role of the associate degree nurse. The curriculum fosters creativity, accountable and responsible behaviors, and a sound knowledge base. Evaluation of progress and performance is an integral part of self-direction and learning.

The practical nurse possesses the potential for advanced placement into an associate degree program because of previous basic nursing education. Courses in the associate degree nursing program provide the basis for continued learning in baccalaureate and graduate studies. The curriculum is designed to prepare graduates to practice safe, effective nursing

and function as productive team members after passing the National Council Licensing Examination (NCLEX-RN®).

The **associate degree nurse** utilizes knowledge, research, communication, and technical skills in the provision of care. The associate degree nurse practices within the legal and ethical rules and regulations established by the state board of nursing as determined by the Mississippi Nursing Practice Law (Nurse Practice Act). The associate degree nurse advocates professional and technical enhancement through continued education and participation in professional organizations.

STUDENT LEARNING OUTCOMES

Upon completion of the Associate Degree Nursing Program at Mississippi Delta Community College, the graduate should be able to

1. utilize the nursing process to meet basic physical, safety, psychosocial and cultural needs.
2. provide safe nursing care in a variety of healthcare settings.
3. practice clinical competence within the legal and ethical framework of the role of the associate degree nurse.
4. communicate effectively with clients, families, significant others, and health team members.
5. demonstrate professional responsibility and accountability.
6. participate in the management and coordination of care for individual clients and groups of clients.

PROGRAM OUTCOMES

Program outcomes will be evaluated using the following criteria.

1. The most recent annual pass rate OR the mean pass rate for three most recent years must meet at least one of the following based on the total number of test-takers:
 - 80% or greater for all first-time test-takers; or
 - 80% or greater for all first-time test-takers and repeaters; or
 - at or above the national/territorial mean based on the nursing program type.
2. At least 40% of students in the generic track who enter the program will graduate within 100% of the program length (4 semesters).
 - 60% of LPN Accelerated track students who begin in NUR 1119/1129 will complete within 100% of the program length (3 semesters).
3. At least 90% of graduates will be working as a registered nurse within 1 year of program completion.

ADN PROGRAM CONCEPTUAL FRAMEWORK

The Associate Degree Nursing program demonstrates congruency between its philosophy, conceptual framework, student learning outcomes and curriculum throughout the progression of its courses and promotes achievement of the program outcomes. The sequence of courses is designed to introduce the organizing concepts of basic needs, the nursing process, communication, law/ethics, safety, growth and development, and the role of the associate degree nurse.

The decision making process about course content is guided by the definition of nursing practice as identified in the philosophy. The conceptual framework is based on seven organizing concepts, which include basic needs (physical, psychosocial, and cultural), the nursing process, communication, law/ethics, safety, growth and development, and the role of the associate degree nurse. All nursing courses are structured around basic human needs and interferences with fulfillment of these needs. Objectives in each unit of study utilize the organizing concepts.

Basic Needs

Basic needs are defined as physical, safety, psychosocial, and cultural needs.

Physical Needs: Need for oxygen, fluid and electrolytes, nutrition, elimination, neuronal, mobility, and hormonal

Safety Needs: Need for freedom from threat of physiological interferences and psychological interferences

Psychosocial and Cultural Needs: Need for love, belonging, self-esteem, self-actualization, desire to know and to understand, and aesthetic needs, as well as the need for recognition in each cultural entity

Nursing Process

The nursing process is defined as a method involving a systematic nursing approach to be used in helping the client meet basic needs. Critical thinking is inherent to the nursing process. The nursing process consists of five steps: Assessment, Nursing Diagnosis/Analysis, Planning, Intervention/Implementation, and Evaluation.

Assessment: A process through which data (objective and subjective) is collected and analyzed for the purpose of identifying needs and /or problems

Nursing Diagnosis/Analysis: A statement of the client's potential or actual response to a health problem that the nurse is licensed and competent to treat

Planning: A program of action based on assessment, which includes goals/outcomes for nursing care.

Intervention/Implementation: A process through which actual nursing assistance is provided to clients and family members in order to help meet identified needs. The

degree of intervention depends on the complexity of the situation and the variables involved.

Evaluation: A process of determining to what extent identified goals have been met. Evaluation also gives direction for reassessment, further planning, intervention, and evaluation.

Communication

Communication is the basic element of personal interactions that allows persons to establish, maintain, and improve contacts with other persons. Communication refers to nonverbal and verbal behavior and includes all symbols, signs, and behaviors used by persons in giving and receiving meaning. The ability to communicate effectively is a critical component of nursing practice.

Law/Ethics

Law differentiates nursing practice from the practice of other health care professions. It describes and protects the rights of clients and nurses. Law, as applied to nursing practice, defines the standards of care that nurses must provide. Ethics reflect the principles or standards that govern proper conduct related to professional behaviors. The values of the client, nurse, and society interact to set the environment for ethical behavior.

Safety

Safety is basic to survival and involves the prevention of physical, emotional, or psychological injury and loss. Nursing care directed at health maintenance and illness prevention involves promoting the client's safety in the community or within the health care environment. A safe environment is one through which basic needs are achieved, physical hazards are reduced, and transmission of disease is reduced.

Growth and Development

Human growth and development are orderly, predictable processes beginning with conception and continuing until death. All persons progress through definite phases of growth and development, but the pace and behavior of the progression varies with each individual. The ability to progress through each developmental phase influences health. Nursing practice based on principles of growth and development is organized and directed at promoting health.

Role of the Associate Degree Nurse

The Associate Degree nurse functions as a member of the health care team utilizing knowledge, evidence-based practice, communication, and technical skills in the provision of care. The Associate Degree nurse develops and implements individualized plans of care which promote interaction of the client, family, and members of the health care team in a variety of settings. The Associate Degree nurse utilizes the nursing process to provide care consistent with the standards for nursing practice and licensing laws.

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POLICY ON READMISSION TO ASSOCIATE DEGREE NURSING PROGRAM

1. A student may be considered for readmission to a specific health science program one time only. This applies to courses in any respective health science program, whether at MDCC or at another institution. The only exception:
 - A student who had a passing grade in the classroom and clinical setting, but was forced to withdraw due to illness, accident, pregnancy, or family crisis may be considered for a second readmission.
2. Each student being considered for readmission into a health science program will be considered on an individual basis. Space must be available in the class. No precedent will be set by the decision of the committee.
3. At the discretion of the Dean of Health Sciences with the recommendation of the Admission Committee, a student requesting readmission to a health science program may be required to take a challenge exam to assess placement. It may be necessary that courses be repeated.
4. If an MDCC Health Science student is academically unsuccessful in their program of study and not eligible for readmission, the student may have **one** transfer to an alternate MDCC Health Science program. Students will be held to the readmission policies of the program. OR

If an MDCC Health Science student is academically unsuccessful in their program of study and not eligible for readmission, the student will be eligible for **one** additional consideration of readmission after a waiting period of up-to three (3) years from last date of attendance. This shall not bar those applicants who wish to reapply beyond the aforementioned time-period so long as it is their first readmission application. The student must follow all readmission requirements as outlined in the program's handbook.

Any MDCC student who was unsuccessful and not eligible for readmission due to non-academic dismissal will be eligible for **one** additional consideration of readmission after a waiting period of up-to five (5) years from last date of attendance. This shall not bar those applicants who wish to reapply beyond the aforementioned time-period so long as it is their first readmission application. The student will be held to the program's readmission policies as outlined in the program's handbook.

Any applicant who has ever been accepted and attended a Health Science program at another institution of higher learning and has been unsuccessful more than once will be eligible for **one** additional consideration of readmission after a waiting period of up-to five (5) years from last date of attendance. This shall not bar those applicants who wish to reapply beyond the aforementioned time-period so long as it is their first readmission application. The applicant must obtain a letter of good standing from their former college and/or university program of study's director/dean following the MDCC's program application instructions. The student will be held to the program's readmission policies as outlined in the program's handbook.

READMISSION PROCEDURE

1. The student should request readmission in writing to the ADN Chair.
2. The student should complete an Application for Readmission and specific information requested by the ADN Chair.
3. The student will complete a self-assessment form.
4. The student will meet with the program Admissions Committee.
5. The Admission Committee will make a recommendation for readmission.
6. The student will be notified in writing of acceptance or non-acceptance.

After information is reviewed, every effort is made to readmit students; however, readmission may be denied based on objective data regarding the individual application.

POLICY ON ACCEPTANCE OF TRANSFER STUDENTS INTO ASSOCIATE DEGREE NURSING COURSES

The acceptance of Associate Degree Nursing courses from other colleges for transfer credit is based on the following:

1. Space available in the nursing course being requested
2. Evaluation of college transcript and course materials to include
 - a. appropriate grades in all course work being considered for transfer
 - b. comparable content, semester hours, and clinical experiences in courses being considered for transfer
3. Letter documenting good standing from administrator of the transferring program
4. Ability to meet all MDCC requirements for graduation
5. Individual program guidelines

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Core Performance Standards

The following performance standards provide descriptions of basic cognitive, sensory, affective, and psychomotor requirements for successful associate degree nursing program completion. Applicants and students who cannot meet one or more of the standards will be considered on an individual basis in terms of whether a reasonable modification/accommodation can be made. Reasonable accommodations will be examined in accordance with the Americans with Disabilities Act (ADA) as well as the Core Performance Standards.

In order to successfully complete the associate degree nursing program, an applicant/student must be able to do the following:

1. **Demonstrate critical thinking sufficient for clinical judgment.**

Examples

- prioritize information and identify cause-effect relationships in the clinical setting
- analyze assessment findings and use findings to plan and implement care
- evaluate plan of care and make revisions as appropriate
- make decisions using logic, creativity and reasoning to make sound clinical judgments based on standards of nursing care
- demonstrate arithmetic ability to correctly compute dosages, tell time, and use measuring tools

2. **Display interpersonal skills sufficient to interact with individuals, families, and groups in a variety of settings in the community.**

Examples

- respect differences among clients and exhibit an attitude accepting of clients as individuals
- establish rapport in order to communicate effectively with clients, families, significant others, and health team members
- work effectively in small groups as a team member and a team leader
- recognize crises and institute appropriate interventions to help resolve adverse situations

3. **Demonstrate appropriate verbal and written communication skills.**

Examples

- speak English coherently to clients, families, and other staff members
- clearly explain treatment procedures and initiate health teaching for clients, families, or groups based on assessed needs, available resources, age, lifestyle, and cultural considerations
- provide clear, understandable written client documentation based upon proper use of the English language
- convey critical information to other caregivers through graphic, print, and/or electronic media in an accurate, timely, and comprehensible manner

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4. **Exhibit physical ability sufficient to assist clients to meet health care needs in a variety of settings, including moving from room-to-room, to maneuver in small spaces, and to negotiate stairwells when necessary.**

Examples

- physical mobility and strength sufficient to propel wheelchairs, stretchers, etc. through doorways and close fitting areas alone or with assistance
- stand, walk up to 75% of 6 to 12 hour shifts
- stoop, bend, squat, reach overhead as required to reach equipment and provide nursing care
- lift a minimum of 20 pounds of weight
- transfer/position up to 300 pounds with assistance while lifting, positioning, and transferring clients
- provide for activities of daily living (bed bath, oral hygiene, dressing, etc.)
- perform CPR satisfactorily and respond quickly in an emergency situation

5. **Demonstrate gross and fine motor abilities sufficient to provide safe and effective nursing care.**

Examples

- demonstrate physical dexterity and coordination in delivery of care, treatment, and medications
- hold skin taut with one hand while inserting needle in skin or vein with other hand and perform other procedures requiring the use of 2 hands
- pick up, grasp, and effectively manipulate small objects such as dials, syringes, switches
- calibrate and use equipment
- maintain sterile technique when performing sterile procedures

6. **Display auditory, visual, and tactile ability sufficient to safely assess and care for clients.**

Examples

- hear monitors, alarms, emergency signals, lung/heart sounds, bowel sounds, and cries for help, telephone, intercom interactions, and public address systems (codes)
- perceive and receive verbal communications from clients, families, and health team members
- read written words and information on paper and computer screens, small print, gauges, measuring cups, syringes, and other equipment
- discriminate colors; changes in color, size and continuity of body parts
- discriminate alterations in normal body activities such as breathing patterns and level of consciousness
- observe hazards in environment (water spills, safety rails, restraints) and harmful situations
- perform physical assessment: palpate pulses, feel for heat or cold, tap body surfaces

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Please sign and return this form to the Associate Degree Nursing Program.

I understand the Core Performance Standards described for the Associate Degree Nursing Program.

Signature _____ Date _____

Please Check (*Completion is optional*): Information provided is not evaluated as part of the admissions criteria.

_____ I do not require special accommodations to meet the performance standards.

_____ I will need the following accommodations to meet performance standards.

Please list

If you require special accommodations, contact the Office of Counseling and Disability Support Services in the Boggs- Scroggins Enrollment Services Center, Office 322 or email jkee@msdelta.edu.

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CODE OF ETHICS

Due to the nature of nursing, students in the associate degree nursing program are expected to conduct themselves in an accountable, responsible and ethical manner. The American Nurses Association (ANA) has developed a Code of Ethics that describes a set of ethical principles that are widely recognized as professional guidelines for registered nurses.

- The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.
- The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.
- The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.
- The nurse has authority, accountability and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to provide optimal patient care.
- The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal and professional growth.
- The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality health care.
- The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.
- The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.
- The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

Source: American Nurses Association.

All students are responsible and accountable for their own actions. Students will be considered for ethical probation and dismissal from the nursing program if evidence indicates violation of the ethical code.

When a student in the course of his/her classroom or clinical learning activities demonstrates a pattern of repeated irresponsible and/or unethical behavior the nursing faculty may recommend to the ADN Chair that the student be placed on ethical probation and/or dismissed from the program. Acts constituting misconduct are listed on the following pages under "Articles of Conduct Which Constitute Violation of the Ethical Code".

When a student in the course of his/her clinical learning activities demonstrates behavior resulting in danger to a patient the nursing faculty may recommend to the ADN Chair immediate dismissal of the student.

Ethical Probation is defined as the period of time designated by the nursing faculty and administration in which the student's behavior must meet criteria set in the terms of probation in order to remain in the program. The purpose of probation is to redirect student behavior toward desired ethical conduct. Probation is considered a warning.

Dismissal is permanent removal from the nursing program. The purpose of dismissal is to enforce the maximum penalty for violation of the ethical code. **Students dismissed from the program for behavior-related issues will not be eligible to reapply for program admission or readmission.**

Specific behaviors which may result in immediate dismissal from the program include, but are not limited to:

- Dishonesty
- Insubordination
- Abusive language or behaviors
- Violation of the terms of any clinical agreement or clinical facility's policies and procedures
- Inappropriate sexual behaviors
- Unexcused and/or excessive absenteeism – refer to attendance policy of this handbook.
- Release of confidential information regarding patients, and/or clinical education site personnel or activities
- Plagiarism

ARTICLES OF CONDUCT CONSTITUTING VIOLATION OF THE ETHICAL CODE

The student:

1. demonstrates characteristics consistent with the suspected use of mind altering substances in the college or clinical area.
2. demonstrates dishonest behavior in assigned written work, testing, falsification of records or any other aspect of the program of study (includes unauthorized study guide, notes, tests, materials, etc.).
3. is convicted of any felony.
4. demonstrates behavior and/or nursing performance that indicates mental or emotional incompetence that endangers the student's and/or the patient's safety.
5. falsifies or alters a patient's record.
6. administers medications and/or treatments in a negligent manner.
7. performs treatments or procedures that are beyond the limit of past or current instruction in the Associate Degree Nursing program.
8. misappropriates drugs, equipment, and/or supplies.
9. leaves a nursing assignment without properly advising appropriate personnel.
10. administers medications and/or treatment without a physician's order or without permission of nursing instructor.
11. violates the confidentiality of information or knowledge concerning a patient and/or his family.
12. discriminates in the rendering of nursing services as it relates to human rights and dignity of the individual.

13. takes articles belonging to another person.
14. participates in inappropriate social networking related to personal and professional behaviors.
15. communicates inappropriately with faculty, students, patients, family members, or healthcare providers
16. fails to follow specific rules and guidelines for each nursing course.
17. fails to follow guidelines as stated in "ADN Student Handbook".

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Procedure for Placing Students on Ethical Probation and/or Program Dismissal

1. A description of the incident(s) will be written by the clinical/classroom instructor, the student, and witnesses (if applicable). If the incident occurs in the clinical setting, the Incident Report will be completed and also documented on the weekly clinical evaluation form.
2. The student will be counseled by the instructor regarding the incident(s) and documentation of the counseling will be made by the instructor. The student will sign a copy of the documentation, stating he/she has read the violation(s) of the code of conduct.
3. The nursing instructor will then meet with faculty members to discuss the incident(s). After review of the documentation, the faculty may recommend probation or dismissal to the Chair.
4. If the Chair approves the recommendation, a statement of probation or dismissal be prepared. The Chair, instructor, and student will meet to review and sign the statement. A copy will be given to the student and a copy will be put in the student's file.
5. The student may be required to meet with the Dean of Health Sciences.
6. If the faculty recommendation is not approved by the Chair, other disciplinary action may be taken.
7. The student may appeal dismissal in accordance with the Student Complaint Process in the MDCC Catalog/Student Handbook.

HEALTH SCIENCES SUBSTANCE ABUSE OR MISUSE POLICY

I. PURPOSE AND GOALS

Mississippi Delta Community College (“MDCC”) and its Health Sciences Department recognize that substance abuse is a significant public health problem in the United States, and that drug overdose is now a leading cause of death among Americans under 50 years of age. Abuse and misuse poses health risks, potential legal violations, and affects many individuals, including health care providers and patients.

Abuse or misuse may affect the ability of a health care provider to deliver safe, high-quality care. This policy promotes and assists the student’s ability to maintain personal and professional integrity and facilitates the student’s success both clinically and didactically. This policy promotes a healthy learning environment for the student. In the clinical and laboratory setting, this policy enhances patient safety and meets the mandated clinical requirements set forth by the clinical facilities utilized by MDCC.

It is the goal of MDCC to maintain an environment that is free from the abuse or misuse of intoxicants that impair mental acuity or physical dexterity in the classroom, lab, and/or clinical settings. It is our belief that a substance/drug free environment benefits the students and employees of MDCC as well as the surrounding community. MDCC Health Sciences will not tolerate abuse or misuse of drugs or alcohol while on any MDCC campus or clinical affiliate or as a student of any MDCC Health Sciences program.

II. PROGRAM ENTRANCE AND OTHER REQUIREMENTS

A satisfactory substance screen is required for admission, readmission, and/or progression in MDCC’s Health Science programs. All testing or screening will be done by certified laboratories who maintain normal chain of custody requirements. Substance screen results must meet all MDCC affiliated clinical agency requirements, and this issue may not be altered or changed by this policy. If a clinical requirement of a provider conflicts with this policy, the clinical agreement shall control.

Substance testing procedures will be carried out under the direction of the Dean of Health Sciences utilizing the college’s designated testing agency. Testing will generally be done by hair or urine, but MDCC reserves the right to use blood testing if the circumstances warrant such testing if deemed necessary by the Dean of Health Sciences in consultation with the collecting/testing agency.

Testing results are submitted directly to the Dean of Health Sciences. The Dean of Health Sciences sends notification of substance testing results to the Program Director. Substance test results for the College of Health Sciences will be securely maintained under the supervision of the Dean of Health Sciences.

III. TESTING REQUIREMENTS

To insure a drug-free workplace and learning environment, MDCC’s College of Health Sciences’ students are required to submit to substance testing prior to program admission, randomly each semester, and for reasonable cause. Pre-admission substance screening is required for all students admitted to the Health Science Programs. Random and/or group substance screening will take place each semester. Any person in the role of a student in a Health Science Program who exhibits symptoms or behavior indicative of being under the influence of mind-altering substances (reasonable suspicion exists) may be required to have a substance and/or alcohol screening performed immediately.

Faculty members, Program Directors, and the Dean of Health Sciences will consult to determine if there is

reasonable suspicion of student impairment due to drug or alcohol use (including over-the-counter or prescribed medications) based upon but not limited to:

unusual or aberrant behavior or patterns of abnormal or erratic behavior; physical symptoms of impairment; arrest or conviction of a drug or alcohol related offense; evidence of drug tampering, drug diversion, or misappropriation; direct observation of drug use or discrepant drug counts; alterations in student clinical, laboratory, fieldwork, and/or didactic performance; school, clinical, or work-related injury or illness; observation of poor judgement or careless acts which caused or had the potential to cause patient injury, jeopardize the safety of self or others, or resulted in damage to equipment. If tested due to suspicion, the student may be suspended pending test results and the student's demonstrated behavior and condition. Refusal by a student to participate in a substance screening is in violation of this policy and will result in dismissal.

All substance screening will be done in a manner to assure verification of an accurate specimen. Collection and testing will be performed by an authorized substance testing agency/laboratory designated by the MDCC Dean of Health Sciences. All students who are tested must be witnessed by an approved MDCC employee or a staff member of MDCC's designated collecting agency. Test results from an outside vendor will not be accepted, except as stated below during any appeal process. If the collected specimen does not meet the necessary testing standards of the collecting agency, the student may be subject to re-collection.

If any student(s) is caught falsifying a specimen or in possession of a falsified specimen, that individual(s) will be immediately re-tested and be subject to disciplinary action by MDCC and the College of Health Sciences. If a student does not report or refuses substance testing at the designated time, or leaves the testing area without giving a specimen, the test will be considered positive and the student will be dismissed immediately from the program.

IV. DUTY TO DISCLOSE

All prescription or other medications taken regularly or as needed should be listed on the student Health Assessment Form. Students are responsible for updating their student Health Assessment record as medications change or are added.

V. TEST RESULTS

All testing will be done by certified laboratories. While MDCC reserves the right to use blood testing, the testing done pursuant to this policy will generally be done by hair or urine testing. If blood testing is used, it will be used in conjunction with a reasonable suspicion analysis and two separate blood samples will be taken and tested before any positive result is reported.

For hair testing, at the time of collection, two separate hair collections for each student will occur subject to customary chain of custody requirements. If the initial screening of the first sample shows a negative result, the test will be reported as negative. If the initial screening of the first sample shows a positive result, the same sample will be confirmed by Gas or Liquid Chromatography and Mass Spectrometry ("GC/LC-MS") testing. If that confirmation process shows a negative result, the result will be reported as negative.

If the confirmation process of the first hair specimen shows positive, the student may challenge the result by having the collected, second sample tested under the direction of the initial testing company at a different, certified laboratory of the same equivalency, at the student's cost. The request for the second sample specimen testing must be made in writing within twenty-four (24) hours of the notification of the positive result, or the test will be reported as positive, subject to the MRO's actions stated below. A copy of the submission of payment within 5 business days must be submitted to the program director (U.S. mail, whether first class, certified, or otherwise, or FedEx, UPS, wire, or the exact transmittal.) If either of the results of the initial or confirmation testing of the second sample show negative, the test will be reported as negative. If both the initial and confirmation screenings for the second sample show positive, then a positive result will be reported, subject to the Medical Review Officer's ("MRO") actions stated below.

For urine testing, a specimen will be collected by split specimen, and placed into two bottles by the collecting agency, bottle A and bottle B, which is sent to a certified lab by proper chain of custody. If the testing of the specimen in Bottle A yields a negative result, the test will be reported as negative. If the testing of the specimen in Bottle A shows a positive, confirmed result, the student may challenge that result by having Bottle B tested under the direction of the initial testing company at a different, certified laboratory of the same equivalency, at the student's cost. The request to test the Bottle B specimen must be made in writing within twenty-four (24) hours of the notification of the positive result, or the test will be reported as positive, subject to the MRO's actions stated below. A copy of the submission of payment within 5 business days must be submitted to the program director (U.S. mail, whether first class, certified, or otherwise, or FedEx, UPS, wire, or the exact transmittal.)

If a student is confirmed positive by the certified laboratory, the MRO from the testing laboratory will contact the student to request verification/documentation of any controlled or prescribed drug. The MRO will make multiple attempts to contact the student. Failure of the student to respond to the MRO will result in a positive drug screen result. The MRO will review the information provided by the student. If the information provided to the MRO satisfies the requirements to report a negative drug screen, the MRO will issue a negative drug screen result.

Students with prescriptions must provide to the MRO acceptable documentation of prescriptions within 24 hours after notification of a positive test result. If the information provided by the student to the MRO does NOT satisfy the requirements to report as a negative drug screen, the MRO will issue a confirmed positive drug screen result.

VI. POSITIVE TEST RESULTS AND DISCIPLINARY ACTION

Students who test positive—as reported by the MRO/testing agency or laboratory—will be immediately removed from all clinical, lab, and hands on activities or sessions. The student will be allowed to attend classroom lectures only, subject to the appeal procedures stated below. This includes positive tests reported to the College by an MRO or testing agency for employment purposes, law enforcement purposes, or school purposes. Nothing in this policy shall prohibit reporting of positive test results as required or allowed by law, subject to the Family Educational and Privacy Rights Act (“FERPA”). Prior to any report being made, an individual assessment of the facts and circumstances must be made regarding the specific student at issue.

Students who wish to file an appeal of a positive drug testing result must do so within forty-eight (48) hours of MDCC receiving the positive result. The appeal must be in writing and must be hand-delivered to the Dean of Health Sciences. The student's appeal will be heard within three (3) working/business days of the receipt of the appeal by the Dean. MDCC will create an appeal committee, chaired by the Dean of Health Sciences, to hear the appeal. The members of said committee will be knowledgeable of this policy and have no direct involvement or relationship with the student. This is the sole and exclusive appeal remedy for any Health Sciences student.

The appeal committee will not be bound by any formal rules of evidence or law and will use its best judgment, in its discretion, to receive evidence, information, and testimony during any appeal hearing. The committee shall have the authority to limit the time of and information received during any hearing. The committee shall have the authority to accept the positive result, not accept the positive result if the facts and circumstances warrant a rejection in the committee's discretion, or make any remedy it believes is necessary based on the information presented during the hearing.

The student will be allowed to present any information the student believes to be relevant, subject to the above limitations as established by the committee. The student will be allowed to have one advisor present during the hearing; however, the student should be aware that it is unlikely MDCC will have legal counsel present during the hearing. The committee will want to hear from the student (not the advisor), and the committee has the discretion to limit the involvement of the advisor during any hearing. There will be no exceptions made to the rule of only one advisor per student during any hearing.

The committee will hear the information presented during the hearing and any other information it considers relevant and render a decision to the student within twenty four (24) hours of the conclusion of the hearing. The committee's decision will be final, subject to an appeal directly to the College President. Any appeal to the College President

must be made in writing and within twenty four (24) hours of the committee providing notice of its decision to the student. The appeal to the President will be solely in writing, and the President will render a decision within forty eight (48) hours of receiving the student's appeal. The student must also copy the committee chairperson on any appeal. The failure by the student to meet any of these timelines will result in dismissal of the appeal.

Any missed clinical, lab, or hands on work or assignments during the appeal process shall not be the liability or responsibility of MDCC. Further, MDCC shall not— and cannot—alter any clinical or laboratory requirements because of or due to any appeal.

Students who are dismissed due to a positive drug screen will be given an opportunity to meet with the Program Director and the Dean of Health Sciences for possible consideration of readmission the following year. The student may be considered for probationary re-admission (ONE time only) following completion of a chemical dependency program approved by the Health Science Program at the student's expense. Once completed, the student is then eligible to be considered for re-admission into the Health Science program.

Any student being considered for re-admission into a Health Science program will be considered on an individual basis. Space must be available in the class and no precedent will be established based on any individual decision. At the discretion of the Dean of Health Sciences with the recommendation of the Admission Committee, a student requesting re-admission to a Health Science program may be required to take a challenge exam to assess placement. It may be necessary that courses be repeated. If probationary re-admittance is granted, after-care monitoring will be required for the duration of the course of study at the student's expense. The re-admitted student must meet and follow all policies of re-admission as outlined by the program.

I, _____, have read, understand, and shall abide by the substance abuse and misuse policy of Mississippi Delta Community College. I grant permission for drug and alcohol testing of myself and acknowledge consent by this signature affixed hereto. I grant permission for the laboratory facility or testing agency to release lab results to Mississippi Delta Community College.

Student Signature

Date

Signature of Parent/Guardian
(If under the age of 18)

Date



MISSISSIPPI DELTA COMMUNITY COLLEGE
DIVISION OF HEALTH SCIENCES

MEDICAL CANNABIS POLICY

It is the goal of Mississippi Delta Community College to maintain an environment that is free from the effects of intoxicants that impair mental acuity or physical dexterity in the classroom, lab, and clinical settings. The College of Health Sciences has a zero tolerance of illegal substance use/abuse and misuse of legal substances.

Mississippi Medical Cannabis (Marijuana) Act allows for the controlled use of medical cannabis in the State of Mississippi. Thus, Mississippi citizens may legally obtain a medical cannabis (marijuana) ID card from the Mississippi Department of Health.

Despite the passage of this legislation, the College will continue to schedule drug screens by department/program as outlined in the MDCC Health Sciences Substance Use Policy.

1. If the student is taking a prescribed substance, they are required to disclose the prescription information on the Health Sciences' Health Assessment Exam Form. The student must notify and provide written proof of any medications which may affect behavior to the program director.
2. Students subsequently must also provide written documentation from their licensed health care provider to the drug testing agency that performed the screen indicating there is a medical necessity for the medication within two business days of notification.
3. Failure to submit appropriate documentation from a licensed health care provider for medical necessity for the medication will result in the test being considered a "positive" result.
4. Despite a medical necessity for taking Medical Cannabis (Marijuana), the student may not be able to participate in class/lab/clinical/internships/externships/fieldwork experiences if:
 - a. This medication impairs the student's ability to appropriately function and meet the physical and cognitive functioning required for the safety of the student, classmates, faculty, and/or patients. This determination may be made by MDCC employees and/or clinical site if impairment is observed or suspected.
 - b. If impairment is suspected per MDCC Substance Use Policy: *Any person in the role of a student in a Health Science Program who exhibits sensory symptoms or behavior indicative of being under the influence of mind altering substances (reasonable suspicion exists) may be required to have a drug and/or alcohol screening performed immediately. If tested due to suspicion, the student will be suspended pending test results. If a student does not report or refuses substance testing at the designated time, or leaves the testing area without giving a specimen, the test will be considered as a positive test and the student will be dismissed immediately from the program.*
 - c. If the clinical facility does not permit students with a legal medical cannabis (marijuana) ID card to participate in clinical experiences at their particular location, the student will not be able to complete the required clinical contact hour requirements. There will be no accommodations made to ensure a student is placed at a clinical affiliate due to prescription use of this substance.
5. A decision regarding the student's ability to participate in clinical/internship/fieldwork experiences will be made at the program level utilizing each department's/program's current student review process.
6. Students are able to request a medical leave of absence if they believe that a medication condition and its subsequent treatments would prohibit them from appropriately functioning in their role as a student and/or health care provider.

By Mississippi’s Medical Marijuana Law Statutory exemptions include:

1. This Law shall not: require any employer to permit, accommodate, or allow the medical use of medical cannabis, or to modify any job or working conditions of any employee who engages in the medical use of medical cannabis or who for any reason seeks to engage in the medical use of medical cannabis;
2. This Law shall not: prohibit or limit the ability of any employer from establishing or enforcing a drug testing policy;
3. Authorized individuals can impose civil, criminal, or other penalties for individuals engaging in the following while under the influence of medical marijuana: Acting with negligence, gross negligence, recklessness, in breach of any applicable professional or occupational standard of care, or to the effect an intentional wrong as a result, in whole or in part, of that individual’s medical use of medical cannabis

MDCC will follow the clinical affiliations’ guidelines and the MDCC Substance Use Policy at all times.

I, _____, have read and understand the Medical Cannabis policy of Mississippi Delta Community College. I grant permission for substance testing of myself and acknowledge consent by this signature affixed hereto. I grant permission for the laboratory facility to release lab results to Mississippi Delta Community College.

I understand that I am responsible for providing written documentation from my physician regarding controlled substances that I am taking that could be positively identified in a substance profile.

Student Signature

Date

Signature of Parent/Guardian (if under age of 18)

Date

MISSISSIPPI DELTA COMMUNITY COLLEGE
COLLEGE OF HEALTH SCIENCES

POLICY AND PROCEDURE FOR BACKGROUND RECORD CHECK

All Health Science students who will be providing direct patient care in health care institutions regulated by the MS Department of Health should be aware that Mississippi law requires background checks for individuals seeking employment in a health care facility. All MDCC Health Science programs are required to meet clinical facility and state requirements for criminal background check.

Pursuant to Section 37-29-232 of the Mississippi code of 1972 and Section 43-11-13 of the Mississippi Code of 1972, all Health Science students must submit to a fingerprint background check prior to admission and/or any clinical activity. Each student must receive a clear or acceptable criminal background check in order to be fully admitted and progress in a MDCC Health Science program.

According to Mississippi Code 43-11-13, an individual may not be eligible for employment if the criminal history record check discloses a felony conviction, guilty plea or plea of nolo contendere to a felony of possession or sale of drugs, murder, manslaughter, armed robbery, rape, sexual battery, any sex offense listed in Section 45-33-23(h), child abuse, arson, grand larceny, burglary, gratification of lust, aggravated assault, or felonious abuse and/or battery of a vulnerable adult that has not been reversed on appeal or for which a pardon has not been granted.

The background check is conducted through the submission of fingerprints by the MDCC College of Health Science office to the Mississippi Department of Health (MSDH) via the Mississippi Screening Assurance for Employee Enrollment and Registries (SAFER) system. The student is responsible for the fingerprinting fee. The background check **MUST** be completed before admission to a Health Science program and prior to clinical experiences, as defined by the program. Students with a current background clearance letter processed through a Mississippi clinical agency and the Mississippi State Department of Health may submit that documentation to the program Chair/Director. If the background clearance expires during a student's program of study, the student must undergo the background check again. It is the responsibility of the student to immediately report any allegations or charges of misdemeanor(s) or felony(s) that occur after the criminal background check has been originally submitted.

Students may be required to repeat the background record check based on clinical agency requirements, changes in Mississippi law, rules or regulations, or any reasonable suspicion of criminal behavior. Students admitted to Health Science Programs may also need to complete additional paperwork and pay additional fees related to the background check requirement. Some agencies may also require additional background checks to comply with specific clinical agency contracts, which may include criminal record checks, credit checks, driving history checks, and license checks.

No disqualifying events:

Effective July 1, 2026, the Mississippi State Department of Health (MSDH) Background Check Unit will consider a background check result returned as 'OK' in the SAFER system as indicating no disqualifying events; the student will be issued a notarized clearance letter from the Dean of Health Sciences that is good for two years, as long as the student is continuously enrolled. These letters are to be used for school purposes only.

May have a disqualifying event: If the student's report is returned as "may have a disqualifying event" Effective July 1, 2026, the Mississippi State Department of Health (MSDH) Background Check Unit will review all healthcare background reports and make final employment eligibility determinations. If the MSDH legal team identifies a disqualifying offense as outlined in Mississippi Code §43-11-13, the background report will be mailed directly to the student. MDCC shall defer disqualification determinations to MSDH. The student should retain the

MSDH background report for their records.

If a disqualifying event is identified, MSDH will issue a “NO” determination through SAFER. Students receiving a “NO” determination will be ineligible for admission to, and/or continuation in, the program.

If the student disagrees with MSDH’s rendering the student has the right to request an appeal. Students who wish to file an appeal must do so within forty-eight (48) hours.

To appeal the decision and submit any relevant legal documentation to the MSDH background check unit.

- If legal documentation is provided proving the applicant was found not guilty, charges were dropped, and/or the case was dismissed, the MSDH Criminal History Fingerprint Unit will issue an “OK” letter in SAFER.
- If the applicant is unable to provide sufficient legal documentation, the MSDH Background Check Unit will issue a “NO” letter in SAFER.

Please note that the use and creation of waiver letters will be discontinued under this new process for any new healthcare rap sheets processed on or after July 1, 2026.

Students must be able to attend clinical agency sites in order to meet the requirements of their specific Health Science Program. Therefore, if a student is barred from any clinical agency, they will lose the ability to progress in a program and will not be able to continue.

In addition to educational requirements, licensure and certification boards may require a criminal background check or background check compliance statement prior to licensure/certification exam testing, and at their discretion, may deny any application to sit for the exam or application for licensure due to, but not limited to, conviction of a felony, or commission of fraud or deceit in the application process.

MDCC College of Health Sciences Procedure for Background Record Check:

1. Students will register for a time to be fingerprinted by the College of Health Sciences. Students will receive instructions for appointment registration before or during the Allied Health/ADN new student orientation. Fingerprinting will be conducted in the Allied Health or Horton Buildings as determined by the Program Director/Chair. Failure to attend assigned time may deter a student’s admission into a program. Students WILL NOT be fingerprinted without an assigned time.
2. Student must complete a Criminal History Background Application Information form prior to assigned fingerprinting time. This form will be provided to the students at or after new student orientation.
3. At the assigned time of fingerprinting, the student MUST bring a current, non-expired photo ID (driver’s license or passport).

MISSISSIPPI DELTA COMMUNITY COLLEGE
DIVISION OF HEALTH SCIENCE

CONFIDENTIALITY GUIDELINES

In compliance with the Health Insurance Portability and Accountability Act (HIPAA), information has been provided on maintaining confidentiality regarding patient privacy and data security as it relates to healthcare workers.

Each student is to view the specific guidelines of the appropriate field of study.

All patient medical and financial records and any other information of a private or sensitive nature, are considered confidential. Confidential information should not be read or discussed by students unless pertaining to his or her learning requirements. Under HIPAA Regulations, you can only discuss patient information if it is directly related to treatment, and even then students must limit the disclosure of any patient information to the minimum necessary for the immediate purpose. Discussion of confidential information must take place in private settings. Students must not discuss confidential information with family members or friends, or other parties who do not have a legitimate need to know. Disclosure of the patient's presence in any health care agency may violate confidentiality.

Any unauthorized disclosure of protected health information may subject the student to legal liability. Failure to maintain confidentiality may violate the Code of Ethics Policy and thus be grounds for disciplinary action.

Each student must sign a confidentiality statement and agree to abide by these guidelines.

For freshmen students, the signature page is to be signed at a later date after further instruction.

MISSISSIPPI DELTA COMMUNITY COLLEGE
DIVISION OF HEALTH SCIENCE

AGREEMENT TO MAINTAIN CONFIDENTIALITY GUIDELINES

I acknowledge that I have been instructed on the guidelines regarding patient protected health information and the HIPAA guidelines as it relates to healthcare workers.

I agree to abide by the confidentiality guidelines. I understand that in meeting the requirements of my education I will have access to protected health information. I understand I must maintain confidentiality of this information unless it relates to the performance of my assigned responsibilities.

I understand that health care agencies may require additional instructions on specific HIPAA policies and matters of confidentiality as it relates to their agency.

Student Name (Print)

Student Signature

Witness Signature

Date

MISSISSIPPI DELTA COMMUNITY COLLEGE

INFORMATION NETWORK RESOURCE

STUDENT / PATRON USE AGREEMENT

I hereby agree to the following conditions with regard to use of the college network resources. Specifically, I ***will not***:

1. use the college network or any device connected to the college network for any purpose other than course related assignments and research. I will not use the network for illegal purposes, profit-making activities, political activities, or to harass anyone or any organization.
2. access sites which contain pornography and other sexually explicit material.
3. reveal my system password to anyone, or make it possible for anyone to access it by posting it or by the careless handling of it.
4. access, view, alter or attempt to access, view or alter college information except that which is permitted by my password.
5. allow or assist any unauthorized individual to access, view or alter college information, or share such information with them.
6. use a modem in a college networked computer to connect to any external site (for example, the Internet or an off-campus computer).
7. connect any electronic device to, remove any electronic device from, or alter any electronic device which is connected to the college network.
8. relocate or disturb any of the network infrastructure (including wiring, hubs, switches, connectors, etc.).
9. move a college network device (microcomputer, printer, etc.) from its assigned location.
10. load any file which has not been scanned for viruses to a networked computer.
11. install any software on a computer, and will not duplicate copyrighted or licensed software or other materials unless specifically permitted to do so by author or publisher agreement.
12. store on college media (disks, tape, etc.) any materials which violate sexual harassment or civil rights policy.
13. access Internet e-mail using network computers not designated for that purpose.

I understand my responsibility with respect to ensuring appropriate security, confidentiality, and use of the college network. I also understand that the college is not responsible for any consequences or legal actions that may result because of my misuse of the college network resources. I have read and do understand the above conditions. I realize that failure to comply with any of the above conditions can result in disciplinary action against me as described in the college's Student Handbook.

Student Name (Print)

Student Signature

Witness Signature

Date

MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING

GENERAL INFORMATION FOR NURSING STUDENTS
Regulations, Policies, and Procedures

ABSENTEE POLICY

The following adaptation of the Mississippi Delta Community College absentee policy has been made for the purposes of maintaining the standards of the nursing program:

Classroom Absences

1. Each hour of class missed is considered as one class absence. (Example: If a student missed a 3 hour class, it counts as 3 absences.)
2. Classroom absences are not to exceed the following guidelines:
 - a. NUR 1119 - 12 hours
 - b. NUR 1129 - NUR 2119 - 10 hours
 - c. NUR 2120 - 12 hours
 - d. NUR 2211, NUR 2221 - 2 hours
 - e. NUR 1313, NUR 2313, NUR 1323, NUR 2321 – 80% of scheduled classes.
3. Students having ½ or more of allowed absences from class may be given special assignments at the discretion of the instructor.
4. At the beginning of the scheduled class time, the classroom door will be closed. Students are not allowed late entry until the next break.
5. Absences from campus labs must be made up. The student is responsible for making an appointment with the instructor who taught the lab.

Clinical Absences

Clinical learning is described as all assigned off campus clinical experiences.

1. The first clinical absence must be made-up with a clinical instructor.
2. The second clinical absence will be a case study or other activity as determined by the clinical instructor.
3. The third clinical absence will result in a failing grade for the course.
4. Students who are more than 30 minutes late for a clinical learning experience will be considered absent.
5. Students anticipating unavoidable absences should plan ahead with the clinical instructor to make up clinical time prior to absence, if possible.

Students who have officially cut out of the course may appeal to the Dean of Health Sciences for consideration of readmission to class according to the procedure outlined in the MDCC Catalog/Student Handbook.

CLINICAL REGULATIONS

Placement of nursing students at their designated clinical sites is at the sole discretion of the School of Nursing. We carefully consider individual student needs, clinical site availability, and educational objectives to ensure each student receives a comprehensive and enriching learning experience. Students who are employed or have family members employed at clinical facilities must disclose this information to the course leader and clinical instructor. The student will not be placed in a clinical learning experience where they are employed or where their family members are employed, unless it is approved by the Director of Nursing.

Students are responsible for

1. picking up their clinical assignments prior to clinical experience, as directed by their clinical instructor.
2. notifying the instructor if it is necessary to be absent or late for any off campus clinical activity.
3. adhering to established learning outcomes for clinical learning experience.
4. reporting to the charge nurse and instructor upon completion of assignment. All patient records must be

signed according to hospital policy.

5. organizing their time and being prepared to provide safe, quality care for assigned clients.
6. adherence to the clinical dress code. It is strictly enforced.
7. Correctly calculating any dosage calculations and have instructors check the math.
8. notifying the instructor if
 - a. conflicts occur with anyone (nursing staff, physicians, students, etc.).
 - b. anything UNSAFE occurs.
 - c. you are unsure of ANYTHING!
 - d. you injure yourself in any way.

Students may **not**

1. chew gum, use tobacco products or e-cigarettes in any clinical facility.
2. perform any nursing procedures or administer any medications without the authorization of the clinical instructor.
3. leave the floor for any reason without express permission of the clinical instructor.
4. take verbal orders from a doctor.
5. eat, drink, or use electronic devices except in designated areas of the clinical facility.

Students will be assigned to clinical agencies by the course leaders.

The school and clinical facility assume no responsibility for loss of money, books, or personal articles.

UNIFORM REGULATIONS

1. Uniform consists of black pants, white top, white lab coat, white socks or hose, and white leather shoes. Only the approved manufacturer/style of uniforms will be allowed. Shoes must be acceptable to the clinical instructor.
2. Jewelry is limited to wedding band, watch, and earrings (single stud only).
3. Body Piercing- Visible body piercing other than earrings is not permitted; this includes tongue piercing, eyebrow piercing, and nose rings.
4. All tattoos or body art must be covered at all times during clinical experiences.
5. Nails should be kept short. No nail polish or artificial nails are allowed.
6. Hair should be pulled back out of the eyes and off the front of the collar. Hair barrettes/combs should be plain, simple, and non-ornamental. Hair should also be clean and worn in a manner that is neat and will not create a health hazard for you or the patient. Extreme hairstyles, unnatural hair color, and accessories are considered unprofessional. This is at the discretion of the faculty.
7. All students must have the following articles at each clinical experience:
 - a. watch with second hand
 - b. pen light
 - c. bandage scissors
 - d. stethoscope
8. Good personal hygiene should be maintained. Perfume cannot be worn during clinical.

In addition to items 1-8, students must comply with the dress code of the agency in which they are assigned for clinical.

CLASSROOM DRESS CODE

1. Red, black, or white scrubs must be worn while on campus.
2. Body Piercing- Visible body piercing other than earrings is not permitted; this includes tongue piercing, eyebrow piercing, and nose rings.

FAILURE TO ADHERE TO DRESS CODE WILL RESULT IN DISCIPLINARY ACTION

CAMPUS REGULATIONS

1. Students must wear MDCC student ID at all times with the name must be clearly visible.

2. No smoking or use of tobacco is allowed in compliance with MDCC policy for a tobacco free campus. This includes electronic cigarettes.
3. No children are allowed on campus.
4. Students may be allowed to bring food and drinks into the classroom at the instructor's discretion.
5. Students are not allowed to use the campus lab for lounge purposes, only for planned laboratory experiences.
6. The campus laboratory must be kept clean and neat at all times. Students are responsible for cleaning their unit and returning equipment to its proper place after use.
7. Students can schedule appointments to meet with instructors: however, students **must not** enter an instructor's office if they are not present, on the phone, or have someone in their office.
8. Scheduled evaluations will be planned with each instructor. If the student desires an additional conference, the student may contact the instructor to schedule an appointment.
9. Students should be quiet on breaks, as break times do not always coincide with other classes.
10. The use of cell phones and other electronic devices is not allowed in classrooms, labs, clinical, or other venues where teaching or testing is taking place, unless permitted by the instructor. This includes texting and/or earphone devices. **First offense:** A warning will be issued if the device is used in the course of a teaching session. **Subsequent infractions** during teaching sessions will result in the student receiving appropriate disciplinary action, including but not limited to, being counted absent and possible withdrawal from the course. If such a device is used in the course of graded work, the work will be confiscated, and the instructor has the responsibility of assigning an appropriate penalty in accordance with the instructor's course policy. This may include failure of the assignment, failure of the course, or dismissal from the institution.
11. Students should provide others with the ADN Department phone number (662-246-6407), the Vice President of Student Services Office (662-246-6442), or the Campus Police (662-246-8011). These numbers are for use in the case of an emergency.
12. No caps or hats are allowed to be worn in classroom or campus lab.
13. All students are expected to adhere to the ADN dress code and be well groomed. Inappropriate dress includes: no shoes and shirt, sagging pants or shorts, head coverings, exposed underwear, short shorts, halter or midriff tops, low cut tops, hats in buildings, unreasonably short dresses, and pajamas.
14. Students are encouraged to participate in on-campus activities. Students are admitted to most campus activities by presenting their student I.D.
15. Students involved in healthcare delivery have a responsibility to protect the privacy of patients at all times. Confidential information should not be discussed with anyone not directly involved in the care of the patient. Any information the student obtains regarding patients is confidential information and protected under HIPAA whether discussed through traditional communication channels or through social media. Students who reveal confidential information or post unprofessional comments (such as offensive or defamatory remarks) in regard to professional and personal relationships will be disciplined and/or dismissed from the program according to program guidelines.
16. Students are required to adhere to the following social media policy:

SOCIAL MEDIA

Social media includes, but is not limited to, blogs (Blogger, Blogspot, Wordpress, etc.), photo and/or video-sharing sites and apps (YouTube, Flickr, Instagram, SnapChat, TikTok, Vine, etc.), e-zines (digital magazines), wikis (Wikipedia), social networks (Facebook, Twitter, LinkedIn, Pinterest, etc.), video and audio podcasts (posted to the web or hosted by applications (ex.: iTunes), ratings sites and apps (Urbanspoon, Yelp, Rate My Professor, etc.), and discussion sections of web pages or applications (comment section under articles on news or information websites).

While social media is an important and timely means of communication, those who use social media must be aware that posting certain information is illegal. Offenders may be subject to criminal and civil liability, and adverse institutional actions. Students must make every effort to present themselves in a mature, responsible, and professional manner when utilizing social media. Communications must always be civil and respectful.

Please be aware that no privatization measure is perfect and undesignated persons may still gain access to your networking site. Furthermore, posting, sharing, or even “liking” questionable or inappropriate posts publishes them to your newsfeed for circulation in your name. Litigation involving such issues is complex, as the content on social media sites is easily misconstrued, permanent, discoverable by courts, and utilized in these adversarial proceedings. Although posted information can be removed from the original site, exported information cannot. Any digital exposure can “live on” beyond its removal from the original website and continue to circulate in other venues.

Even when you are using your own personal social media account, if MDCC is in your profile or comments other users will naturally associate you with the college. Think carefully before you post. **For all Health Science students, all social media postings must be made with consideration of the following: program, division, state and national Code of Conduct; Professional Behavior, Professional Ethics and Confidentiality; Safe/Unsafe Clinical/Practicum policies outlined in the program specific student handbook.** Any violations of the above referenced policies through the use of social media platforms or portable electronic communication devices will result in disciplinary action which may include placement on probation, failure in a course and/or dismissal.

Therefore, think carefully before you post any information on a website or application, and consider your goals in participating. The following best practices are encouraged:

Be Aware of Liability

You are personally responsible for the content you publish.

- Do NOT post the personal information or photograph of any patient/client at clinical sites. 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, types of treatment, or the use of a highly specific medical photograph (such as a before/after photograph of a patient having surgery or a photograph of a patient from one of the medical outreach trips) may still allow the reader to recognize the identity of a specific individual. Posting of patient/client information could violate state or federal laws such as the Health Insurance Portability and Accountability Act (HIPAA).
- Do NOT represent yourself as another person, real or fictitious, or otherwise attempt to obscure your identity as a means to circumvent the prohibitions included in this policy.
- Do NOT share, post, or otherwise disseminate any information, including images of you or others participating in a clinical site experience/practicum unless you obtain written approval
- Maintain professional boundaries in the use of electronic media. Online contact with patients/clients or former patients/clients blurs the distinction between a professional and personal relationship. You should not have any online contact with a current patient/client outside the communication methods allowed within the clinic/program.
- Do NOT post vulgar, false, obscene, harassing statements, or statements disparaging the race, religion, political, age, sex, sexual orientation or disability of any individual with whom you come into contact as a result of your role in an MDCC Health Science program.
- Do not post copyrighted content
- Obtain written permission from faculty and fellow students to videotape or audio tape conversations, lectures or any other communication.
- Obtain permission from fellow students prior to posting any personal information or photographs related to MDCC activities.

Maintain Transparency

Make it clear in your post when sharing your views that you are speaking for yourself and not MDCC or a specific program. Even with this declaration readers will associate you with this institution and the program you are enrolled.

- You may **NOT** represent yourself as an official representative or spokesperson for the college on your personal social media outlet.

Take the High Ground

- Discuss ideas and situations civilly. Do not pick fights online.
- Make sure posts are relevant and accurate.
- Do not display vulgar language.
- When commenting on others individual's post refrain from posting potentially inflammatory or unflattering material.

Respect Your Audience

Do not use any ethnic slurs, personal insults, obscenity, or engage in any conduct that would violate your professional Code of Conduct. Show proper consideration for others' privacy and for topics that may be considered sensitive, such as politics and religion.

- Do not display language or photographs that imply disrespect for any individual or group.
- Refrain from the presentation of personal photographs or photographs of others that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity.
- Do not verbally attack the college, faculty, staff, or students.
- Do not use social media to harass, threaten, insult, defame or bully another person or entity.
- Do not spread gossip or rumors of other unverified information NOT: everything posted on social media is true.

Monitor Comments

Respect the view of others even if you disagree. Carefully consider the accuracy, clarity, length and tone of your comments before posting them. Remain in professional tone and in good taste. Remember, your posts may last forever.

Does it Pass the Publicity Test?

If the content of your message would not be acceptable for a face-to-face conversation then DO NOT post it. You should make every effort to present yourself in a mature, responsible, and professional manner. Note that nothing is perfectly protected and that persons may still gain access to your post including future and/or current employers.

NOTICE: All activities in the Horton building are monitored by video camera.

STUDENT SUPPORT SERVICES

ADN students have access to all MDCC support services as outlined in the MDCC Catalog/Student Handbook. These include, but are not limited to,

1. Financial Aid
2. Academic Advisement
3. Counseling
4. Career Placement
5. Tutoring
6. Disability Services
7. Campus Police
8. Food Service
9. Bookstore
10. Library Services

Test Administration

1. Unit tests and final exams are taken on computer and are proctored by faculty in person using Respondus LockDown Browser or remotely using Respondus LockDown Browser and Respondus Monitor.
2. Students may have calculators and scratch paper provided by faculty. Students may also bring pencils to the testing area.
3. If a student is tardy for a test, the faculty will determine if the student will be allowed to enter or be required to make up the test at another time.
4. Test instructions are reviewed with students prior to each test.
5. Students are assigned seats when testing.
6. Students are required to have a laptop (no chromebook) with a microphone and webcam for testing purposes.
7. No purses, books, backpacks, or personal items are allowed on the desks when tests are being given.
8. Students are not allowed to have cell phones, smart watches, or other wearable technology at their desk or on their person during testing.
9. No one is allowed to leave the testing area once testing has begun and must remain until all students have finished testing.

Test Review

1. Unit tests are not reviewed except at course leader or the chair's discretion.
2. Students who wish to discuss a specific content area of the test must make an appointment with the instructor who taught the content. Specific test questions will not be discussed.
3. Partial credit for alternate style questions (e.g. select all that apply, ordered response) is not given.
4. Final exams will not be reviewed.

Grade Policy and Progression

MDCC maintains the highest level of academic integrity. Any student who chooses to compromise this integrity through cheating on coursework, exams, plagiarism, etc. will receive an "F" on the work and/or dismissal with a final grade of "F." Depending on the severity of the infraction, the student may be given a warning, placed on probation, or dismissed from the program.

1. All lecture/lab and clinical education courses must be taken in sequence. A minimum grade of "C" (75) is required in all nursing courses.
2. The following criteria must be met to progress through each semester: a minimum of a 75 in each nursing course, pass all skill check-offs, receive satisfactory clinical performance, and maintain appropriate professional behaviors. Failure to meet these criteria will result in a failing grade in the course. If a student's unsatisfactory rating in clinical or classroom is due to documented unsafe, unethical, or illegal behavior, the student will receive an "F" for the course, will not be allowed to continue in the program, and will be ineligible for readmission.
3. Grades on unit tests and final exams are made available to each student in a confidential and timely manner in *Canvas*.
4. A summary of all grades are made available to each student at midterm, before the final exam, and after the final exam. One copy is given to the student and one signed copy is placed in the student's file.
5. Final grades are posted in *My Banner* at the end of each semester. Students access grades in *My Banner* utilizing their student ID and password.

MDCC grading scale is as follows:

A=93-100; B=84-92; C=75-83; D=68-74; F=below 68

Complaints and Appeal Procedures

The ADN program adheres to the MDCC Student Complaint Procedure as outlined in the MDCC Catalog/Student Handbook. A student with a complaint should follow the ADN department organizational chart, which begins with the faculty member, then the course leader, followed by the Chair of the program.

Hazardous Weather Policy

In the event that MDCC classes are canceled, clinical learning experiences are also canceled. If classes are not cancelled, but hazardous weather conditions exist in the area to be traveled, the clinical instructor may cancel clinical. If clinical is not canceled, students are urged to evaluate road conditions carefully and to avoid taking unnecessary risks in traveling to the clinical agency or to the college campus on designated days. Students should follow usual procedures in notifying the clinical instructor prior to absence from clinical.

MDCC Alerts: This is Mississippi Delta Community's College's alert system provided through e2Campus. This service will send you instant alerts and time-sensitive messages, including up-to-date information on emergencies and campus closings. Messages can be sent to your cell phone via text message and to your email account.

Registration is free. It is important that all students register to receive emergency alerts.

MOBILE REGISTRATION:

Text the keyword *MDCCALERTS* to the number 79516 to subscribe (use the exact keyword, no spaces, when sending the text message). You'll receive a text message confirming your registration.

WEB REGISTRATION:

Signup from a computer by visiting <http://alerts.msdelta.edu> and creating an account. Need help? Visit <http://alerts.msdelta.edu> and submit a technical support ticket.

State of Mississippi Law and Rules and Regulations

All nursing students should be advised that according to the State of Mississippi Law and Rules and Regulations regulating the Practice of Nursing in Mississippi, an individual's application to write the NCLEX-RN® may be refused if the applicant has been convicted of a criminal offense. Any questions regarding a past conviction should be directed to the Mississippi Board of Nursing; 601-957-6300; www.msbn.state.ms.us.

All nursing students will be required to comply with MS State Laws on criminal background checks, Section 37-29-232, MS Code of 1972. According to the MS State Law, "If the fingerprinting or criminal history record checks disclose a felony conviction, guilty plea or plea of nolo contendere to a felony of possession or sale of drugs, murder, manslaughter, armed robbery, rape, sexual battery, sex offense listed in Section 45-33-23 (f), child abuse, arson, grand larceny, burglary, gratification of lust or aggravated assault, or felonious abuse and/or battery of a vulnerable adult that has not been reversed on appeal or for which a pardon has not been granted, the student shall not be eligible to be admitted to the health care professional/technical academic program of study."

Students may also be required to have additional background checks to comply with clinical agency contracts which may include criminal records check, credit check, driving history check and license check.

Pregnancy Policy

A student who is pregnant should immediately notify the Chair of the Nursing Program and obtain the forms to be completed by her physician. One form must be completed and on file as soon as the pregnancy is known to the student. The other is required upon return following the student's pregnancy.

Modifications/accommodations will be made on an individual basis in order to prevent unnecessary exposure of mother and fetus to environmental effects that could be harmful. Confidentiality will be observed

Policy on Medical Release after Absences Due to Illness, Physical Injury, or Pregnancy

Any student absent from classroom, campus lab, or clinical setting due to pregnancy, childbirth, surgery, accident, or a medical condition that may limit a student's ability to meet the requirements of the course must bring a medical release from the student's healthcare provider. This release must include a statement indicating that the student is cleared to return to required activities of the nursing program. These activities may include, but are not limited to: walking stairs, physical activities of practicing skills in campus lab, participating in patient care activities, moving and lifting patients, and standing for long periods of time.

Reasonable accommodations will be made on an individual basis by the Dean of Health Sciences.

LATEX ALLERGY

Approximately 3 million people in the U.S. are allergic to latex. Latex is used in more than 40,000 industrial, household, and medical products. Exposures to latex may result in skin rashes, hives, flushing, itching; nasal, eye, or sinus symptoms, asthma, and (rarely) shock. Reports of such allergic reactions to latex have increased in recent years—especially among healthcare workers. This statement is provided to notify students of the possible risk of latex allergies. It is important to notify the program if you are or become allergic/sensitive to latex products.

Students who have a latex sensitivity or a latex allergy must have documentation of such from their physician or other health care practitioner. Students should present this documentation to their program adviser the first week of the school term. If an allergic condition develops while in the program, the student must notify his/her instructor immediately. Please be aware that Mississippi Delta Community College cannot provide a latex-free

environment to students in either the clinical practice laboratories on campus or clinical placement sites off campus. Applicants/Students who have a known latex allergy/sensitivity are encouraged to consult their personal health care provider prior to entering a health care profession.

Latex products are common in the medical environment. Our facility in the College and Health Professions has an open clinic design. Therefore, an individual with latex allergy/sensitivity wearing alternative vinyl or nitrile gloves is still exposed to latex residue of others working in the area or to latex present in the equipment, models, or manikins. No additional accommodations for latex allergy are available.

**MISSISSIPPI DELTA COMMUNITY COLLEGE
HEALTH SCIENCE PROGRAMS**

**BLOODBORNE PATHOGENS & OTHER COMMUNICABLE DISEASES
INSTRUCTION VERIFICATION & WAIVER OF LIABILITY**

HEALTH SCIENCE STUDENTS

During the course of study as a Health Science student, the student may come in contact with patients who have communicable diseases, including HIV and Hepatitis. The student will also be handling blood or other potentially infectious materials.

Current information concerning communicable diseases, their transmission, and standard (universal) protective precautions to be used while caring for patients or handling potentially infectious materials will be taught.

The risk of an un-vaccinated individual contracting Hepatitis B is greater than the risk of contracting human immunodeficiency virus (HIV). Therefore, recommendations for the control of Hepatitis B infection will also prevent the spread of HIV. The student will be expected to assume the responsibility for using standard precautions to minimize risk of disease transmission. Failure to adhere to safety procedures may result in disease for the student and others. Habitual disregard for safety may result in dismissal from the program.

Because the student is at risk of acquiring hepatitis B virus infection, it is strongly recommended that the student be vaccinated with hepatitis B vaccine prior to contact with patients or body fluids capable of transmitting disease.

PREGNANT HEALTH SCIENCE STUDENTS

Pregnant health science students are not known to be at greater risk of contracting HIV than students who are not pregnant. However, if during pregnancy a student becomes infected with HIV, the infant has an increased risk of infection through prenatal or perinatal transmission. Because of this risk, pregnant students should be especially familiar with precautions for preventing the transmission or acquisition of HIV.

HIV-POSITIVE STUDENTS

1. Health science students who are HIV-positive who are not involved in invasive procedures need not be restricted from work unless they have some other illness for which any health care worker would be restricted.
2. For health care students who are HIV-positive, there is an increased danger from infection due to diseases they may come in contact with at class or in the workplace. HIV-positive students, who have altered immunity, are at risk of acquiring or experiencing serious complication of such disease. Of particular concern is the risk of severe infection following exposure to patients with infectious disease(s) that are easily transmitted if appropriate precautions are not taken, (e.g. tuberculosis or chicken pox). HIV-positive students should discuss with their physician the risks associated with exposure to or taking care of patients with transmissible infections and should continue to follow infection control to minimize their risk of exposure to other infectious agents.
3. The health science student's physician in conjunction with the appropriate College officials will determine on an individual basis whether the HIV-positive student can adequately and safely perform patient care duties.

I have read and understand the above statement. I understand that I may be caring for patients with communicable diseases and may be exposed to potentially infectious materials.

My signature verifies that my instructor or a designated representative has explained and I understand the expectations relative to the OSHA Bloodborne Pathogen Standard as they relate to occupational exposure in the health care setting. The training I received included:

- an explanation of the epidemiology, modes of transmission, and symptoms of bloodborne diseases
- an explanation of the health care facility's exposure control plan
- discussion of tasks which may include exposure to blood, and methods to reduce exposure through use of engineering controls, work practices ("standard blood and body fluid precautions"), and personal protective

equipment

- information on the types, proper use, location, removal, handling, decontamination, and disposal of personal protective equipment
- information on the hepatitis B vaccine, including its efficacy, safety, method of administration, benefits of vaccination, and how to obtain the vaccine

I have been given the opportunity to ask questions and I understand that compliance with the requirements is mandatory and that the failure on my part to comply may result in removal from the program. I assume the risk, including financial responsibility, of infection inherent to the profession I have chosen.

I understand if I choose to not take the Hepatitis B vaccine series, I will sign and submit a declination statement.

In addition, I HEREBY RELEASE the Mississippi Delta Community College, the Clinical Affiliates, their administration, and instructional staff from any and all liability resulting therefrom.

Student's Signature

Date

Instructor's Signature

Date

Parent/Guardian Signature (STUDENTS UNDER 18)
MUST BE NOTARIZED

Date

***** PLACED IN THE STUDENT'S PERMANENT FILE *****

MISSISSIPPI DELTA COMMUNITY COLLEGE
DIVISION OF HEALTH SCIENCE

STUDENT INCIDENT/EXPOSURE REPORT

Complete as soon as there is a known incident, even with no injury, and return to the instructor.

1. Name of Student: _____
2. Class _____
3. Date of injury, illness or exposure _____ Time _____
4. Date report completed _____

5. Check appropriate category:

- _____ A. **INJURY** – Any incident that results in harm, wound or impairment.
- _____ B. **EXPOSURE** – Any undesirable exposure that causes injury or may cause harm or loss to you.
- a. Needle stick with contaminated needle to _____
 - b. Piercing of skin with contaminated sharp to _____
 - c. Splashing/spraying of blood or other potentially infectious material to _____
 - d. Other (describe) _____
- _____ C. **OTHER**

6. Description of the student's duties relating to the exposure incident:

7. Describe circumstances of incident and be specific: (Name objects, substances, equipment, what you were doing when injured or exposed.)

8. Have you had the Hepatitis B vaccine? Yes _____ No _____

9. Names of witnesses: _____

10. Student was advised to see:

- _____ 1. Dean of Students
_____ 2. Personal Physician
_____ 3. Public Health
_____ 4. Other _____

If you have any complications or problems from this incident, notify your physician.

11. Immunizations recommended:

ISG () HBIG () Hepatitis () Diphtheria/Tetanus () Tdap ()

Other _____

12. Follow-Up: Contact source known () Contact source unknown ()
 Date of follow-up: _____ Procedure: _____
 Date of follow-up: _____ Procedure: _____

13. The following remedial action may minimize the likelihood of future exposure.

SAFETY

14. If equipment was involved, was it removed from service and/or sent for repair?
 Yes _____ No _____ Date _____

15. Identify equipment: _____

16. Follow-up needed for:

Training _____ In-service _____ Equipment modification _____

Policy Change _____ Personal Protection _____ Technique Change _____

17. General Comments: _____

18. Student's Signature: _____

19. Action was instituted (Date): _____

20. Report completed by: _____

21. Reviewed with instructor (Date): _____

22. Instructor's Signature: _____

Medical Services: If medical attention is required, appropriate care will be recommended. If laboratory tests (Anti-HBs and HIV screen) are required following a blood/body fluid exposure incident, the request must include the signature of a Physician or Nurse Practitioner. Obtaining follow-up testing at three (3) months and at six (6) months is the Student's responsibility.

Financial Responsibility: Primary financial responsibility rests with the student. If the student is covered by medical insurance, a claim is filed on the student's insurance. Mississippi Delta Community College provides a secondary policy that covers any expenses not covered by the student's primary policy. See the program director for information regarding insurance coverage.

MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM

DATA SHEET

Date _____

1. Name _____ Fresh _____ Soph _____
2. Complete Mailing Address _____
MDCC E-Mail Address _____
3. Telephone Number _____ Cell Number _____
4. Emergency Contact: _____ Phone: _____
5. MDCC Student I.D. Number: _____
6. Age _____ Sex: M _____ F _____ Marital Status: S _____ M _____ W _____ D _____
7. Children Yes _____ No _____ Ages _____
8. Dorm _____ Commute _____ Average number of miles traveled to campus _____
9. LPN: _____ EMT: _____ CNA: _____
10. Previous College Degree Earned _____
11. Financial Assistance for Education: Check in the spaces which apply to your situation.
 - a. No assistance needed _____
 - b. Pell Grant _____ (Check even if applied but not received final approval)
 - c. Hospital or Nursing Home Sponsored Loan/Scholarship _____
Name of Agency _____ Location _____
 - d. WIOA (Workforce Investment Act) _____ Location _____
 - e. Other scholarship(s) or Loan(s): Please list _____

 - f. Will work while in college _____ Hours/week _____
 - g. Is it necessary to work in order to meet financial obligations or is working optional?
Necessary _____ Optional _____

MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM

In the space to the right of each course write:

- “C” if you have completed the course
- “Fall ‘26” if you plan to take a course with nursing
- “Spring ‘27” if you plan to take a course with nursing
- “Summer ‘27 if you plan to take a course next summer
- “Fall ‘27 if you plan to take a course with nursing
- “Spring ‘28 if you plan to take a course with nursing

Pre-requisite courses

BIO 2513/2511Anatomy and Physiology	4 hours _____
BIO 2523/2521 Anatomy and Physiology	4 hours _____
BIO 1613 Nutrition	3 hours _____
BIO 2923/2921 Microbiology	4 hours _____

***No more than 9 hours of co-requisite courses can be left to take during the second year of the program.**

Completion required for graduation

ENG 1113 English Composition I	3 hours _____
**ENG 1123 English Composition II	3 hours _____
**PSY 1513 General Psychology	3 hours _____
SPT 1113 Public Speaking I	3 hours _____
PSY 2533 Human Growth and Development	3 hours _____
**Humanities/Fine Arts Elective	3 hours _____
<i>(History, Literature, Art Appreciation, or Music Appreciation)</i>	

****Recommended courses if you must take course(s) during the second year of the program.**

It is the student’s responsibility to be sure that the Admissions Office has all courses on file, especially those taken from another college or university.

A minimum grade of “C” or above is required on A & P I & II Lab and Lecture, Microbiology Lab and Lecture, and Nutrition.

I have read and understand the above requirements for graduation.

Name (Please Print)

Signature of Student

Date

MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM

In the space to the right of each course write:

“C” if you have completed the course

“Fall ‘26” if you plan to take a course with nursing

“Spring ‘27” if you plan to take a course with nursing

“Summer ‘27” if you plan to take a course next summer

“Fall ‘27” if you plan to take a course with nursing

“Spring ‘28” if you plan to take a course with nursing

Pre-requisite courses

BIO 2513/2511 Anatomy and Physiology 4 hours _____

BIO 2523/2521 Anatomy and Physiology 4 hours _____

BIO 1613 Nutrition 3 hours _____

BIO 2923/2921 Microbiology 4 hours _____

***No more than 9 hours of co-requisite courses can be left to take during the second year of the program.**

Completion required for graduation

ENG 1113 English Composition I 3 hours _____

**ENG 1123 English Composition II 3 hours _____

**PSY 1513 General Psychology 3 hours _____

SPT 1113 Public Speaking I 3 hours _____

PSY 2533 Human Growth and Development 3 hours _____

**Humanities/Fine Arts Elective 3 hours _____

(History, Literature, Art Appreciation, or Music Appreciation)

****Recommended courses if you must take course(s) during the second year of the program.**

It is the student's responsibility to be sure that the Admissions Office has all courses on file, especially those taken from another college or university.

A minimum grade of “C” or above is required on A & P I & II Lab and Lecture, Microbiology Lab and Lecture, and Nutrition.

I have read and understand the above requirements for graduation.

Name (Please Print)

Signature of Student

Date

STUDENT COPY

MISSISSIPPI DELTA COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM

2026-2027

I have read and do understand all materials provided in the Associate Degree Nursing Program Student Handbook at Mississippi Delta Community College. These materials include the following:

1. Overview Statement
2. ADN Mission Statement and Philosophy
3. ADN Educational Objectives and Program Objectives
4. ADN Conceptual Framework
5. Required Course Listing
6. Policy on Readmission and Policy on Transfer
7. Core Performance Standards for Admission and Progression
8. Code of Ethics
9. Substance Use Policy
10. Confidentiality Guidelines
11. MDCC Student/Patron Use Agreement
12. Information Release Permit
13. Standardized Achievement Test Requirement
14. General Information for Nursing Students
15. Student Incident/Exposure Report
16. Data Sheet

Printed Name of Student

Signature of Student

Date of Signature

***To be completed after reading the handbook completely.**