

Chapter N 1

GENERAL ACCREDITATION RULES FOR
SCHOOLS OF NURSING

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Note: Chapter N 1 as it existed on January 31, 1983 was repealed and a new chapter N 1 was created effective January 1, 1983.

N 1.01 Authority and intent. (1) The rules in this chapter are adopted pursuant to authority of ss. 15.08 (5) (b), 227.014 and 441.03 (3), Stats.

(2) The intent of the board of nursing in adopting rules in this chapter is to reduce duplication that has existed between the board and national accreditation processes for nursing schools, to clarify requirements, and to develop efficient timelines for the nursing school accreditation process.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.02 Definitions. (1) "Accreditation" means the process by which the board determines whether a school meets standards.

(2) "Board" means the state of Wisconsin board of nursing.

(3) "Educational administrator" means the registered nurse faculty member whose primary responsibility is to administer the educational program in nursing regardless of any title assigned by the governing institution.

(4) "Faculty" means registered nurses meeting standards and employed by the governing institution for the purpose of administration, teaching, evaluation, guidance and research in nursing.

(5) "Full accreditation" means that status of the school upon graduation of the first class after standards have been met.

(6) "Governing institution" means the body, agency or institution which has authority to conduct a school of nursing.

(7) "Initial approval" means permission to admit the first class of nursing students and conduct a nursing program of professional or practical nursing prior to graduation of the first class.

(8) "Practical nursing program" means a school of nursing organized and administered by a vocational, technical and adult education system or an independent school at a post secondary level which awards the graduate a diploma in practical nursing upon meeting requirements of the school.

(9) "Professional nursing program" means a school for professional nurses which includes the following types of programs only:

(a) "Associate degree program" which is offered through a school of nursing organized and administered by a technical college or institute, a college or university which awards the graduate an associate degree in nursing upon meeting the requirements of the institution. This includes associate degree progression programs for the licensed trained practical nurse.

(b) "Baccalaureate degree program" which is offered through a school of nursing organized and administered by a senior college or university that awards the graduate a baccalaureate degree in nursing upon meeting the requirements of the institution. This includes articulation programs for associate degree- and diploma-registered nurses.

(c) "Diploma program" which is offered in a school of nursing organized and administered by a hospital or independent school that awards the graduate a diploma upon meeting the requirements of the school.

(10) "Survey" means a planned visit by a board representative to a school, an institution or agency for the purpose of conferring with administrative, instructional and service personnel; visiting educational and service facilities; and, reviewing and evaluating program plans, activities, records and reports.

(11) "Transcript" means a legible and official copy of the student's original record which bears the seal of the institution or a notarization and the signature of the registrar or educational administrator.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.03 Board accreditation of new nursing programs. (1) **NEW NURSING PROGRAMS.** All new nursing programs not previously accredited or granted initial approval by the board as of the effective date of these rules are required to be accredited by the board under the procedures prescribed in this section.

(2) **ESTABLISHMENT OF A PROGRAM.** An institution planning to establish and conduct a program in professional or practical nursing shall:

(a) Provide for nursing expertise to develop the written proposal.

(b) File an application and submit to the board a written program proposal in accordance with the board's procedures for proposed programs at least 12 months prior to the anticipated opening date for a professional nursing program, or no less than 9 months prior to the anticipated opening date for a practical nursing program.

Note: A copy of the application and procedures for proposed programs may be obtained from the Bureau of Nursing, P.O. Box 8936, Madison, Wisconsin 53708.

(c) Identify in the written proposal the administration and organizational structure of the governing institution and its relationship to the nursing program, the type of program, curriculum design, instructional methods, projected use of clinical facilities and resources, and method of employment of faculty.

(3) **BOARD NOTIFICATION.** The board shall notify the governing institution of the action taken on the written proposal. The notification shall be made within 3 weeks of board action.

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(4) **IMPLEMENTATION OF PROGRAM.** At least 6 months before the planned admission of the first class of nursing students, the institution shall:

(a) Appoint an educational administrator that meets standards under s. N 1.06 (3) (a).

(b) Submit a statement of philosophy, purpose, objectives, and, for professional nursing programs, a conceptual framework. These areas shall be developed by faculty or nursing consultants.

(c) Submit other evidence that the standards under s. N 1.06 will be met.

(5) **INITIAL APPROVAL.** (a) The board shall grant initial approval to the school prior to the admission of the first class of nursing students, if it is satisfied that board standards under s. N 1.06 will be met based upon submission of the following:

1. Evidence that faculty meet standards under s. N 1.06 (3) (b) or (c).

2. Course outlines if they have been substantially revised from the original outlines submitted.

3. Evidence that clinical facilities have been selected according to standards under N 1.06 (2) (d), (e).

4. Evaluation of each course, as it is completed, by instructors teaching the course, including recommendations for change.

(b) Following graduation of the first class, the following must be submitted to the board:

1. Evaluation of the total program.

2. Planned/anticipated major changes.

(c) Approval to conduct a program in professional or practical nursing may be withdrawn if a class is not admitted within 18 months after the board approves the written program plan.

(6) **FULL ACCREDITATION.** (a) A school with initial approval shall be eligible for full accreditation upon graduation of its first class, if there is evidence that standards have been met. The board bases its decision to grant full accreditation on the following evidence: Self-evaluation report completed by school within 3 months of graduation of the first graduating class, addressing compliance with standards under s. N 1.06, the success rate of graduates on the national council licensure examination, survey report by the board representative, and other facts relating to compliance with board standards.

(b) A certificate of full accreditation shall be issued to an accredited school.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.04 Continuing accreditation of schools on accreditation by a board approved nursing accreditation agency. (1) Schools which have received accreditation from a board-approved nursing accreditation agency whose standards are similar to the standards of s. N 1.06 as determined by the board shall file evidence of initial accreditation with the board,

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and thereafter shall file notice of any change in school accreditation status.

(2) The board shall grant continuing accreditation to schools filing evidence of accreditation under sub. (1),

(3) Schools holding continuing accreditation based on sub. (2) shall be responsible for complying with standards under N 1.06.

(4) Approval under this section may be withdrawn by the board if it finds standards under N 1.06 are not being met, based on, but not limited to any of the following:

(a) Complaints relating to violations of standards under s. N 1.06 which the board has verified;

(b) A success rate by the school's graduates on the national council licensure examination of less than the national average on an annual basis over a 2-year period;

(c) Withdrawal or change of school accreditation status by a board-approved nursing accreditation agency or a general academic accreditation agency;

(d) Change in ownership or organizational structure;

(e) Providing false or misleading information to students or the public concerning the nursing program; or

(f) Violation of any of the rules under this chapter.

(5) The board shall make available recommendations to assist a school to reestablish accreditation under s. N 1.06.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.05 Continuing accreditation of schools based on compliance with board standards. (1) Schools that have not received accreditation from a board-approved nursing accreditation agency shall be responsible for meeting standards prescribed in s. N 1.06.

(2) Schools in sub. (1) shall file self-evaluation reports as the board may require, and shall be resurveyed by the board or its representatives at times the board deems appropriate.

Note: A copy of the report form may be obtained from the Bureau of Nursing, P.O. Box 8936, Madison, Wisconsin 53708.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.06 Standards for school accreditation or continuing accreditation. Except as provided in s. N 1.04, professional or practical nursing schools seeking first-time accreditation or continuing accreditation shall provide evidence of meeting the following standards as prescribed in s. N 1.03 or 1.05:

(1) **CURRICULUM.** The curriculum shall be based on stated program objectives expressed in terms of required student competencies. There shall be established levels of progression in relation to the stated program objectives. Clinical and theoretical learning experiences shall be consistent with the stated program objectives. Curricular content shall reflect

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current nursing practice and instruction shall encompass health needs throughout the life span.

(a) *Professional nursing curriculum.* All professional nursing programs shall include concurrent theory and clinical experience in at least the following areas. These requirements shall not prohibit a flexible curriculum that would provide appropriate integration of the various subject areas:

1. Area of general education. The curriculum in the area of general education shall include:

a. Scientific knowledge basic to nursing practice which includes data and principles from the biological and physical sciences.

b. Human and cultural knowledge which includes currently accepted concepts and principles from the social and behavioral sciences and are basic to understanding motivation and behavior.

2. Area of nursing education. The curriculum in the area of nursing education shall include theory and selected experiences designed to enable students to provide nursing care which shall promote, maintain, and restore physical and mental health of the individual throughout the life span. Upon completion of the program, the graduate shall be able to:

a. Use the nursing process to provide nursing care.

b. Apply knowledge derived from the scientific, human and cultural areas to meet health needs.

c. Individualize nursing care during preventive, maintenance, restorative and terminal phases.

d. Promote health practices.

e. Understand the roles and relationship of the levels of nursing and other health care workers.

f. Plan for health services with individuals, peers, families, communities and health care providers.

g. Practice nursing within the legal and ethical standards of society.

h. Function as a responsible, accountable nursing professional.

i. Identify the need for continued competency.

j. Recognize the impact of historical trends in nursing.

(b) *Practical nursing curriculum.* All practical nursing programs shall include coordinated theory and clinical experience in at least the following areas. These requirements shall not prohibit a flexible curriculum that provides appropriate integration of the various subject areas:

1. Area of health, growth and development. a. General aspects of human structure and body function.

b. General aspects of health; signs of physical and emotional health and normal development; effects of emotional climate upon the health, attitudes and behavior of individuals; and, the family as a social unit.

2. Area of personal and vocational relationships. a. Basic principles of human relationships.

b. Legal and ethical responsibilities in nursing.

3. Area of nursing education. The curriculum shall provide content with experiences in meeting basic nursing needs of the individual throughout the life span. Upon completion of the program, the graduate shall be able to:

- a. Identify basic needs of a patient.
- b. Employ common nursing measures to meet basic needs of patients.
- c. Observe and report relevant data regarding a patient's health status.
- d. Use communication techniques to assist patients to achieve identified goals.
- e. Establish positive relationships with patients and other health team members.
- f. Assume responsibility for own actions in providing care to patients within the legal scope of practical nursing.

g. Identify the need for continued competency.

(2) INSTRUCTION. Instruction shall be based on written objectives which give direction to planning student experiences.

(a) A variety of teaching methods shall be used to facilitate student learning.

(b) Criteria based on written objectives shall be used in the evaluation of student learning.

(c) Clinical laboratory experience is required and shall be supervised by nursing faculty meeting standards prescribed under sub. (3).

(d) Standards used in the selection of clinical facilities shall include the following:

1. Identification that the clinical experience to be gained from the clinical facility is consistent with the nursing program objectives;

2. Willingness on the part of the clinical facility and nursing program to cooperate in promoting the nursing program clinical objectives as demonstrated in a formal written agreement between administrations; and

3. Identification by the school that the practice of the registered nurse and the licensed trained practical nurse at the clinical facility is within the legal scope of practice under s. 441.11 (1) and (2), Stats.

(e) Evidence of meeting standards shall be documented on forms provided by the board and kept on file in the school of nursing office. The forms shall be made available to the board upon request.

Note: A copy of the form may be available from the Bureau of Nursing, P.O. Box 8936, Madison, Wisconsin 53708.

(3) FACULTY. A faculty member appointed prior to the effective date of these rules shall be considered to meet standards under par. (a), (b) or (c) unless a change in appointment occurs. Faculty members appointed on Register, March, 1984, No. 339

or after the effective date of these rules shall have the following qualifications for approval:

(a) The educational administrator of a professional or practical nursing education program shall hold a current license to practice as a registered nurse in Wisconsin, have 5 years nursing experience in practice or education within the last 10 years, hold a baccalaureate degree with a major in nursing, and hold a master's degree with a major in nursing or a related field.

(b) A nurse faculty member of a professional nursing program shall hold a current license to practice as a registered nurse in Wisconsin, have at least 2 years experience as a practicing nurse, hold a baccalaureate degree with a major in nursing, i.e., a BSN, and hold a master's degree with a major in nursing or a related field. A faculty member holding a BSN degree and actively engaged in a program of study leading to a masters degree in nursing or a related field may instruct in the program provided adequate guidance and supervision is available. The masters degree shall be completed within 5 years of admission to the masters program. The ratio of master's prepared to BSN prepared faculty members shall be at least 1:1.

(c) A nurse faculty member of a practical nursing program shall hold a current license to practice as a registered nurse in Wisconsin, have at least 2 years experience as a practicing nurse, and hold a baccalaureate degree with a major in nursing.

(d) The ratio of students to faculty in the clinical area shall allow for meeting clinical course objectives and safe patient care.

(e) The educational administrator of the nursing education program shall be responsible for ensuring that individual faculty members are academically and professionally qualified, and that faculty staff is adequate to carry out program objectives.

(f) Evidence of meeting faculty standards shall be on file in the school of nursing office and available to the board upon request.

(g) An educational administrator who desires to hire a nurse faculty member who does not fit the specific requirements of this chapter shall apply to the board under s. N 1.08.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.07 Changes requiring notification to the board. Schools accredited under this chapter shall notify the board of any of the following changes:

- (1) Voluntary or involuntary closure of the school;
- (2) Major program changes; or
- (3) Change in ownership or organizational structure.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.08 Closure of accredited school. Upon voluntary or involuntary closure of a school, the school shall:

- (1) Make provisions for students to complete their nursing education;
- (2) Assure continuing access to records by former students and graduates; and

(3) Surrender the certificate of accreditation to the board.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.

N 1.09 Exceptions. Requests for exceptions to the rules under this chapter may be considered by the board.

History: Cr. Register, January, 1983, No. 325, eff. 2-1-83.