

Chapter N 1

GENERAL ACCREDITATION POLICIES FOR
SCHOOLS OF NURSING

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History: Chapter N 1 as it existed on June 30, 1962 was repealed and a new chapter N 1 was created effective July 1, 1962.

N 1.01 Definition of terms. For the purpose of chapter N the following definitions apply: (1) **BOARD.** The board means the Wisconsin state board of nursing.

(2) **ACCREDITED SCHOOL OF NURSING.** Accredited school of nursing, school of nursing and school mean, unless otherwise specified, a school, a program, or a department of nursing which has been accredited under the standards of the board.

(3) **ASSOCIATE UNIT.** An associate unit is a health agency which provides a segment of a professional school's curriculum. The unit provides the instructional staff and the clinical facilities but is not under direct control of the school. The school carries the responsibility for planning and evaluating the educational outcomes to be achieved by such affiliation.

(4) **EXTENDED UNIT.** An extended unit is a health agency which permits the use of its clinical facilities by a school. The instructional program is the complete responsibility of the school's faculty.

(5) **COOPERATING HEALTH AGENCY.** A cooperating health agency is one which provides one or more segments of the practical nursing curriculum. A hospital may provide the instructional staff and clinical facilities but it is not under the direct control of the institution offering the program. The school carries the responsibility for planning and evaluating the educational outcomes to be achieved by such affiliation.

(6) **FACULTY.** Faculty means a group of persons employed full-time or part-time for the purpose of administrative, teaching, and guidance functions for the school.

(7) **REQUIREMENTS.** Requirements are mandatory standards which schools, associate and extended units, and cooperating health agencies shall meet in order to be accredited or approved.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.02 Legal authority. Section 149.01 (3), Wis. Stats., provides that the board shall "establish minimum standards for schools for nurses and schools for trained practical nurses licensed under this chapter, and to make and provide periodic surveys and consultations to such schools." In order to fulfill this mandate, the board accredits schools

and associate units. It approves extended units and cooperating health agencies.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.03 Accreditation. (1) **PURPOSES.** (a) To insure the safe practice of nursing by setting minimum standards for the accreditation of schools which prepare the practitioner.

(b) To help the prospective nursing student and his counselor by providing a list of accredited schools to aid in the selection of a school best suited to the needs of the student.

(c) To promote optimum development of schools by helping with their self improvement programs.

(d) To insure the graduates of schools of their eligibility for admission to the examination for registration or licensure and to facilitate their registration or licensure without examination in other states.

(2) **PHILOSOPHY OF ACCREDITATION.** (a) An institution will be evaluated in relation to the stated purposes of the school, the adequacy of these purposes, and the degree to which the purposes guide the accepted program.

(b) The school will be judged by the total pattern it presents. It is accepted as a principle of procedure that strengths in certain areas may compensate for weaknesses in other areas provided that an area does not show deficiencies which endanger the total program.

(c) Individuality will be recognized provided sound principles of education are maintained.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.04 Initial accreditation procedure. The controlling board of an institution contemplating establishment of a school shall confer with the board early in the planning stage. When a local board of vocational and adult education desires to conduct a program in practical nursing, the consent of the state director of the board of vocational and adult education is required.

(1) **APPLICATION.** The institution desiring to conduct an accredited school shall submit an application, a written plan of organization and any additional information requested by the board. These shall be presented not later than six months prior to the anticipated opening date. The plan shall contain statements setting forth the:

(a) Purpose for establishing the school.

(b) Composition, powers, duties and responsibilities of the governing body of the school.

(c) Financial provisions for supporting the program in nursing.

(d) Philosophy, purpose and objectives of the program in nursing.

(e) Faculty positions, qualifications and duties.

(f) Proposed curriculum and the plan for its administration, including faculty-student ratio.

(g) Clinical facilities.

(h) Plan for student admission, class attendance, promotion and graduation.

(i) Provision for student health and welfare.

(2) **EVALUATION.** The plan of organization and related information will be evaluated and if it appears the institution may be eligible for accreditation, the board will arrange for its representative to visit the institution and submit a written report.

(3) **SURVEY.** The representative of the board will submit a written report of findings. If the report indicates the institution is able to provide a sound program of instruction and laboratory practice the report will be approved and copies of it will be sent to the institution's administrative officer. When the program is associated with a school of vocational and adult education, a copy of the report will be sent to the state director of the board of vocational and adult education.

(4) **STATUS OF NEW SCHOOL.** The school may be granted initial accreditation.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.05 Types of accreditation. (1) **INITIAL.** A school or associate unit shall be granted initial accreditation upon the admission of the first class provided the date of admission is within one year after the application for accreditation is approved by the board. If the operation of the program is not satisfactory to the board during this period of initial accreditation it will withdraw accreditation.

(2) **FULL.** A school shall be granted full accreditation upon satisfactory operation culminating in the graduation of the first class. An associate unit shall be granted full accreditation after satisfactory operation for one year.

(3) **CONDITIONAL.** A school or associate unit with full accreditation shall have its accreditation changed to conditional accreditation at any time it is not meeting the rules of the board. If the defects are not corrected within the time specified by the board the school or associate unit may be removed from the accredited list.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.06 Certificates of accreditation. (1) **OWNERSHIP.** Certificates remain the property of the board and may be recalled whenever the school or associate unit fails to meet the minimum standards outlined in chapter N.

(2) **INITIAL.** A certificate of initial accreditation shall be issued upon admission of the first class of students provided the date of admission is within one year after the application for accreditation is approved by the board.

(3) **FULL.** A certificate of full accreditation shall be issued following the graduation of the first class admitted to the school if all provisions of chapter N have been met. A certificate shall be issued to an associate unit at the end of the first year if all provisions have been met.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.07 Resurvey. A school or associate unit will be resurveyed periodically. An accredited school or associate unit which is not meeting the minimum standards outlined in chapter N will be warned in writing of its weaknesses and the time granted for their removal. If the school or associate unit does not show definite evidence of having met the standards, a hearing will be scheduled to determine whether the school or associate unit should be removed from the accredited list.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.08 Removal from accredited list. A school or associate unit with full accreditation may be removed from the list at any time it is evi-

dent that minimum standards are not being maintained or a class has not been admitted for one year. A school which has notified the board that it wishes to close will be governed by section N 1.10. A school will not be removed from the list without a hearing.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.09 Accreditation by other organizations. An institution which conducts a school or which serves as an associate or extended unit or a cooperating health agency shall be approved or accredited by recognized agencies.

(1) **NORTH CENTRAL ASSOCIATION OF COLLEGES AND SECONDARY SCHOOLS.** The college or university conducting basic programs in nursing shall be accredited by the north central association of colleges and secondary schools. Such accreditation is also required for a college or university which provides courses for students of schools of nursing conducted by other institutions.

(2) **JOINT COMMISSION ON ACCREDITATION OF HOSPITALS.** A hospital which provides one or more of the 5 major clinical fields (medical, surgical, pediatric, obstetric, and psychiatric) shall be accredited by the joint commission on accreditation of hospitals.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.10 Closing of an accredited school or associate unit. (1) **NOTICE.** When the controlling board of an institution contemplates the closing of an accredited school or associate unit it shall confer with the board. If it decides to discontinue the school or associate unit the institution shall notify the board in writing.

(2) **CONTINUATION OF ACCREDITATION.** The board will continue the accreditation of the school until the enrolled students have been graduated provided the educational program is safeguarded.

(3) **TRANSFER.** If students are to be transferred to another accredited school, the transfer shall be cleared with the board.

(4) **REMOVAL FROM LIST.** The name of the school will be removed from the accredited list when the last student is graduated.

(5) **RECORDS.** An institution closing a school shall provide for safe storage of vital records and should confer with the board about this.

(6) **RETURN OF CERTIFICATE.** The certificate of accreditation shall be surrendered to the board.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.11 Change of ownership or organization. When an accredited school changes ownership or its pattern of organization it is required to make application for initial accreditation.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.12 Publication of accredited list. The board publishes a list of accredited schools of nursing with pertinent facts characteristic of each school.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.

N 1.13 Consultation. The board will provide consultation service upon written request. The purpose for which assistance is requested shall be identified.

History: Cr. Register, June, 1962, No. 78, eff. 7-1-62.