



U N I V E R S I T Y O F  
**SOUTH CAROLINA.**

# Masters in Nurse Anesthesia **Program Manual**

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**PALMETTO HEALTH**  
**RICHLAND**



**GREENVILLE**  
**HEALTH SYSTEM**

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## **PURPOSE**

The purpose of this manual is to provide guidance and pertinent information to students and faculty of the USC / PRMH Graduate Program in Nurse Anesthesia. It is used as a component of the basic orientation to the educational program. The program reserves the right to revise statements, policies, curriculum, fees and calendar as necessary. This manual is not a contract.

University of South Carolina registration assumes the student's acceptance of all published regulations, including both those which appear in this manual and those in the official university publications: Bulletin for Graduate Studies and the Carolina Community. When two or more regulations contained in university publications appear to be inconsistent, the regulations appearing in the Graduate Studies Bulletin (<http://bulletin.sc.edu/index.php?catoid=90>) shall pertain.

## **USC/PRMH Graduate Program in Nurse Anesthesia**

The USC/PRMH Graduate Program in Nurse Anesthesia is a collaborative effort of the University of South Carolina School of Medicine, Palmetto Health Richland and Greenville Health System. The Program is housed in the Department of Pharmacology, Physiology, and Neuroscience at the University of South Carolina, School of Medicine and provides basic science education, academic oversight and support, and confers the Master of Nurse Anesthesia degree. The University of South Carolina provides administrative support of the Program, and Palmetto Health Richland serves as the primary clinical training site for Columbia based students. Greenville Health System, with assistance from the School of Medicine Greenville, provides administrative support and serves as primary clinical training site for Greenville based students.

## **PROGRAM HISTORY**

The School of Nurse Anesthesia, at what was originally known as Richland Memorial Hospital, was established by Donald H. Harwood, MD, as an 18-month program in March 1969. Over the next several years, it was expanded to a 24-month program. In June of 1993, a cooperative agreement was signed between Richland Memorial Hospital and The University of South Carolina Graduate School and School of Medicine that established a 27 month Masters Degree Program in Biomedical Sciences with an emphasis in Nurse Anesthesia. The official degree title of the program was changed in 1998 to offer a Masters of Nurse Anesthesia Degree.

Richland Memorial Hospital was renamed Palmetto Richland Memorial Hospital in February 1998 when it joined with Baptist Hospital System to form the Palmetto Health Alliance and is now called Palmetto Health Richland.

In October 2009, the program received approval from the Council on Accreditation to offer a portion of the didactic course work via distant education and to provide an additional primary clinical training site at Greenville Hospital System University Medical Center in Greenville, South Carolina. The system changed its name to Greenville Health System in

## PROGRAM PHILOSOPHY

The Graduate Program in Nurse Anesthesia strives to maintain high standards in educating registered nurses in the field of nurse anesthesia by providing the student with a solid foundation of knowledge and clinical skills. The program's purpose is to insure that graduates emerge prepared to certify as nurse anesthetists and to provide high quality, safe anesthesia care in multiple practice settings.

## PROGRAM GOALS

The Nurse Anesthesia Program efforts are directed toward accomplishing the following goals:

1. To provide education and training in nurse anesthesia that prepares students for professional competency.
2. To provide a service to the public by educating competent nurse anesthetists to sustain the nurse anesthesia workforce.
3. To integrate basic and clinical sciences to enhance the development of sound judgment and reasoning required for nurse anesthesia practice.
4. To instill a desire to pursue an evidence basis for current and future practice.
5. To cultivate a commitment to continuing education and professional advocacy.

## PROGRAM PARTNERS

### University of South Carolina School of Medicine

The mission of the University Of South Carolina School Of Medicine is to improve the health of the people of the state of South Carolina through the development and implementation of programs for medical education, research, and the delivery of health care. School of Medicine programs will be developed in collaboration with affiliated institutions, and allocation of resources will be based upon the physician manpower and health care needs of South Carolina, the effectiveness and efficiency of specific programs, and the accreditation requirements of all appropriate organizations.

**Education** - Medical education and graduate education at all levels are conducted in a highly personal atmosphere, which emphasizes a balance among scientific disciplines, humanistic concerns, and societal needs.

**Research** - Research in the basic biomedical sciences, in the clinical sciences, and in the delivery of health care is pursued for excellence in medical education, for development and application of new knowledge, and for nurturance of intellectual curiosity among faculty and trainees.

**Service** - Faculty service is developed in order to maintain superior clinical skills, to enhance educational programs, to make comprehensive outpatient and inpatient care available to patients, to secure resources necessary to support education and research, and to provide consultation to physicians, other health care professionals, and affiliated health care agencies and institutions.

## **Palmetto Health Richland**

Palmetto Health Richland serves as the primary clinical training site for Columbia- based students. It is a public, not-for-profit regional community teaching hospital with 649 inpatient beds devoted to medical, surgical, pediatric, cardiac, psychiatric, and obstetric and gynecologic care. The hospital also supports the Level One trauma center for the region, a neonatal intensive care unit, and special care and newborn nursery units, as well as Palmetto Health's South Carolina Cancer Center. Palmetto Health Richland's affiliations with the Dorn Veterans Affairs Medical Center and the William S. Hall Psychiatric Institute support diversified residency training programs in dental education, emergency medicine, family medicine, internal medicine, general surgery, obstetrics and gynecology, ophthalmology, pediatrics, medicine/pediatrics, general psychiatry, child/adolescent psychiatry and fellowship programs in emergency medicine ultrasound, endocrinology, forensic psychiatry, geriatric psychiatry, geriatrics, pulmonary medicine, sports medicine, and surgical critical care.

In February 1998, Richland Memorial Hospital and Baptist Healthcare System combined their resources and facilities in Columbia to create one integrated health care system, Palmetto Health, the largest health care system in South Carolina.

Palmetto Health Richland currently has 8 affiliations for clinical training in the Nurse Anesthesia Program. These include: Moncrief Army Hospital, Lexington Medical Center, Palmetto Health Baptist – Columbia, Anderson Area Medical Center, Bon Secours St. Francis – Greenville, Conway Medical Center, Greenville Health System Oconee Medical Campus, and The Regional Medical Center of Orangeburg. Clinical affiliations and training sites may be added or deleted during any given student's educational experience. Students may be expected to rotate to any or all clinical affiliated sites during the course of the program.

### **Mission and Vision**

**Palmetto Health Richland** is committed to improving the physical, emotional and spiritual health of all individuals and communities we serve; to providing care with excellence and compassion; and, to working with others who share our fundamental commitment to improving the human condition.

#### **Vision**

To be remembered by each patient as providing the care and compassion we want for our families and ourselves.

At Palmetto Health Richland, quality services for patients and their physicians are relentlessly pursued. Our commitment to community health and wellness guides our services, partnerships and investments. Our health care professionals, employees and volunteers are valued and recognized for their unique contributions, and an environment of trust, integrity, and the highest ethical standards are maintained at all levels.

## **Greenville Health System**

Greenville Health System serves as the primary clinical training site for Greenville- based students. It is a not-for-profit academic health organization located in Greenville, approximately 100 miles from Columbia. Its seven campuses provide integrated healthcare to communities across Greenville County and beyond through a tertiary referral and education center, community hospitals, a long term acute care hospital, nursing home, outpatient facilities and wellness centers. The Greenville Hospital System has residency training programs in family practice, internal medicine, obstetrics and gynecology, general surgery, orthopedic surgery, pediatrics, medicine-pediatrics, general surgery as well as four fellowship programs.

Greenville Health System is committed to medical excellence through research and education and is accredited by the Joint Commission on Accreditation of Hospital Organizations (JCAHO). Greenville Health System's affiliations for clinical training in the Nurse Anesthesia Program include: Cross Creek Surgery Center, Patewood Memorial Hospital, Patewood Outpatient Surgery Center, Greer Memorial Hospital, Hillcrest Memorial Hospital, Oconee Memorial Hospital, Laurens County Hospital, AnMed Health, and Bon Securs St. Francis Hospital. Clinical affiliations and training sites may be added or deleted during any given student's educational experience.

**Mission**

Heal compassionately. Teach innovatively. Improve constantly.

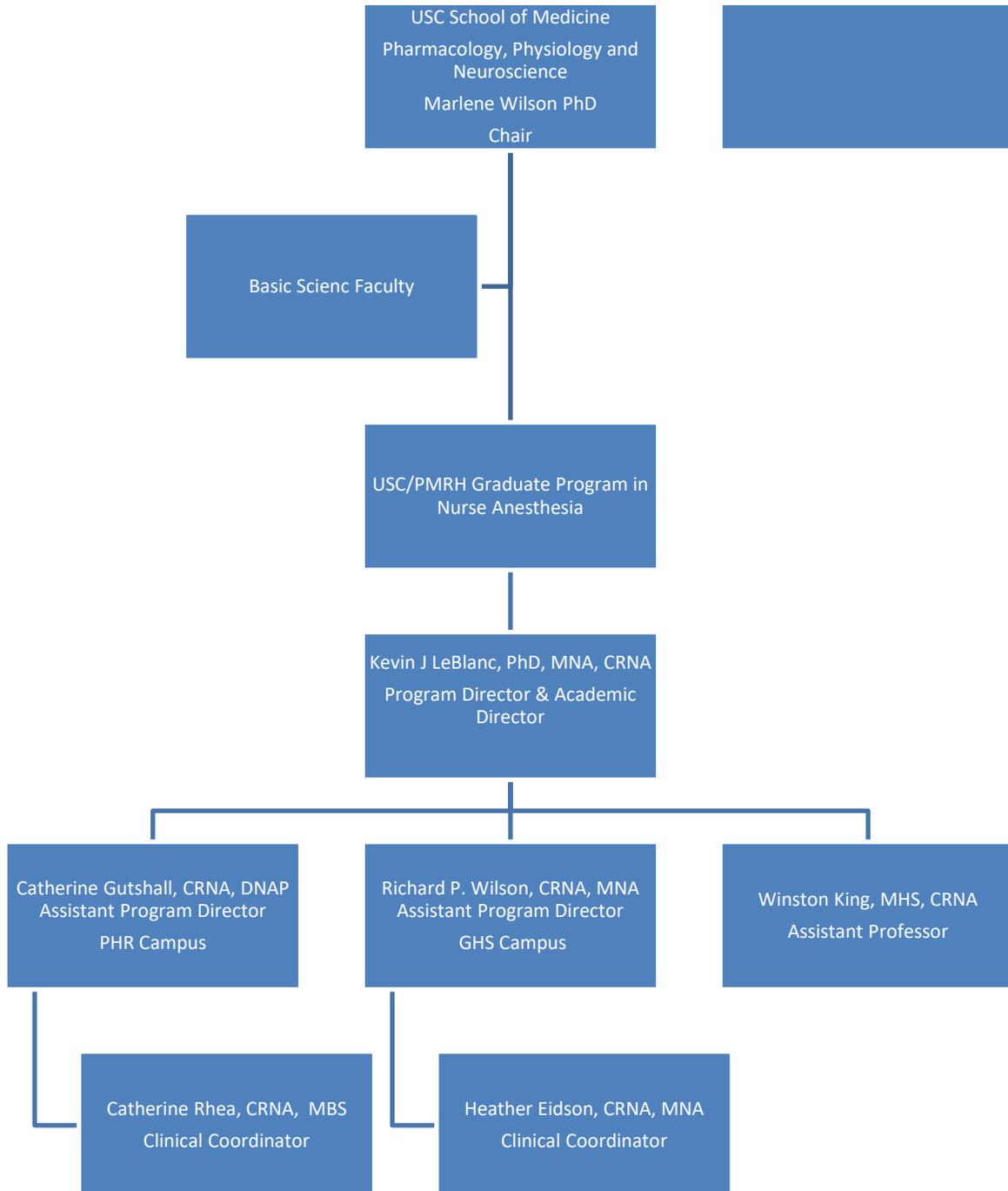
**Vision**

Transform health care for the benefit of the people and communities we serve.

**Values**

Together we serve with integrity, respect, trust, and openness

# Program Organizational Chart



## ACCREDITATION

The School of Nurse Anesthesia has been accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) and/or its predecessors since 1972. The next review will be in 2019. The COA is a specialized accrediting body recognized by both the United States Department of Education and the Council for Higher Education Accreditation (CHEA). For questions or complaints about the accreditation of the USC/PRMH Graduate Program in Nurse Anesthesia, contact the Council on Accreditation at the following address:

222 South Prospect Avenue  
Park Ridge, Illinois 60068-4001  
(847) 692-7050  
<http://home.coa.us.com/>

## ADMISSION STANDARDS

Admission is on a competitive basis. Students are chosen on the basis of their academic record, employment history and performance, character, and general fitness for the study of nurse anesthesia. To be accepted, the applicant must possess sufficient intellectual and communication skills, physical health, and emotional stability for successful performance as a nurse anesthetist.

Students admitted to the Graduate Program in Nurse Anesthesia are selected by an Interview and Admission Committee composed of faculty members of the USC School of Medicine, staff of Palmetto Health Richland and Greenville Memorial Hospital, clinical coordinators of affiliated hospitals, and nurse anesthesia students.

To successfully progress through the anesthesia for nurses program applicants must be able to perform the essential functions or tasks of an anesthetist using the following abilities:

### Sensory

- Discriminate variations in human responses to disease using visual, auditory, tactile and other sensory clues.
- Discriminate changes in monitoring devices and alarms using visual and auditory senses.
- Communicate clearly and effectively in English through oral and written methods in order to interact with other health care providers and patients of all ages.

### Motor

- Coordinate gross and fine motor movements and the senses of touch and vision required of the anesthetist to safely provide all aspects of general, regional and Monitored Anesthesia Care (MAC) and the endurance to handle multiple patient needs.
- Demonstrate sufficient physical strength to perform airway management, move and position patients and equipment.

- Sufficient stamina to stand or sit for prolonged periods of time.
- Safely maneuver the operating room and other anesthetizing locations.
- Respond appropriately to alarms and changes in patient conditions that require physical interventions.

#### **Cognitive**

- Use reason, analysis, calculations, problem solving, critical thinking, self-evaluation and other learning skills to acquire knowledge, comprehend and synthesize complex concepts.
- Interpret information derived from auditory, written and other visual data to determine appropriate anesthetic management plans.
- Apply theoretical knowledge to practice to provide safe anesthetic care.

#### **Behavioral**

- Demonstrate personal and professional ethical behavior, self-control as well as tactfulness, sensitivity, compassion, honesty, integrity, empathy and respect.
- Work flexibly and effectively in stressful and rapidly changing situations.
- Cooperate with other members of the health care team to provide a therapeutic environment and safe patient care.

## **ADMISSION REQUIREMENTS**

1. Education: A Bachelor of Science in Nursing degree or an Associate in Nursing degree with a Baccalaureate degree in a related science are required for consideration for admission. Either curriculum must include the prerequisite courses in Anatomy, Physiology, Microbiology, and Chemistry. A threshold Grade Point Average (GPA) of 3.0 is required along with a GPA of 3.0 in basic sciences). Three semester hours of Chemistry are required, preferably covering Organic Chemistry and Biochemistry. Official transcripts of ALL academic work since high school are required to be submitted to the USC Graduate School prior to the application deadline.
2. A threshold score of 300 (Verbal and Quantitative combined score) on the Graduate Record Exam (GRE) is required. Scores must be official (reported to the Graduate School of the University of South Carolina from the Educational Testing Service (ETC).
3. Current licensure as a Registered Nurse in one of the fifty states. S.C. licensure is required for matriculation unless licensed in one of the Nurse Licensure Compact (NLC) states. The National Council of State Boards of Nursing (NCSBN) website (<https://www.ncsbn.org>) lists the NLC states.
4. A minimum of one (1) year full-time critical care nursing experience after orientation by June 15 of the application year. Current experience is required. Preference is given to applicants who have high acuity critical care experience where hemodynamic monitoring, mechanical ventilation, and vasoactive drug administration is routinely managed.
5. Current Curriculum Vitae or resume which reflects academic history and all previous work history.
6. Current certification in Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), and Pediatric Life Support (PALS) is required prior to matriculation into the Masters of

Nurse Anesthesia Program. Certification must be valid for a minimum of 8 months after matriculation.

7. Letters of recommendations from two (2) health care professionals who have supervised clinical experiences within the past year. Nurse Manager references are preferred.

## **NON-DISCRIMINATORY POLICY**

The University of South Carolina admits students without regard to race, color, sex, age, disability, marital status, religion or ethnic origin, to all the rights, privileges, programs, and activities generally accorded or made available to students at the University of South Carolina. It does not discriminate on the basis of race, color, gender, age, disability, marital status, religion, national or ethnic origin, in administration of its educational policies, admission policies, grant and loan programs, or any other School-administered programs. The University will make reasonable accommodation wherever necessary for all applicants with disabilities, provided that the individual is otherwise qualified to safely perform the duties and assignments connected with the academic and clinical requirements of the curriculum.

## **ADMISSIONS PROCEDURE**

Upon completion of all requisite admission requirements, applications should be submitted online via the USC Graduate School application portal (<http://gradschool.sc.edu/gap/> ). Application deadline is **April 1**. Candidates selected for consideration will be scheduled for a personal interview with the Admissions Committee. Upon completion of interviews candidates selected for admission will be offered positions for placement at one of the two campuses for the program: Palmetto Health Richland in Columbia, South Carolina or Greenville Health System in Greenville, South Carolina. A \$1000.00 non-refundable deposit must accompany a completed Acceptance Agreement. This deposit will satisfy the Student Activity fee when the student matriculates. **Final acceptance into the Graduate Program in Nurse Anesthesia is contingent upon acceptance by the Graduate School of the University of South Carolina, and approval by Palmetto Health Richland or Greenville Health System for clinical training.**

Candidates interviewed will be under consideration for admission until all positions are filled and deposits are received. Certain candidates will be identified as "Alternates" and may be offered positions in the Program as positions become available prior to Program matriculation.

## CURRICULUM

The Masters Degree Program in Nurse Anesthesia is a 27-month (five semesters and two summer sessions) study. Course sequencing is as follows:

Semester	Course	Title	Credits
<b>SPRING I</b>	PHPH 701	Physiology For Health Sciences	6
	PHPH 761	Principles of Anesthesia I*	7
	PHPH 795	Physical-Chemical Basis of Anesthetic Action	3
	PHPH 773	Health Assessment	1
<b>FALL I</b>	PHPH 705	Biomedical Pharmacology	6
	PHPH 762	Principles of Anesthesia II *	7
	PHPH 798	Biomedical Sciences for Nurse Anesthesia	3
<b>SPRING II</b>	PHPH 772	Seminar in Nurse Anesthesia	2
	PHPH 777	Practicum in Nurse Anesthesia**	6
	PHPH 797	Professional Aspects of Nurse Anesthesia	3
<b>FALL II</b>	PHPH 760	Clinical Problems in Anesthesia I	3
	PHPH 772	Seminar in Nurse Anesthesia	2
	PHPH 779	Practicum in Nurse Anesthesia	6
<b>SPRING III</b>	PHPH 760	Clinical Problems in Nurse Anesthesia II	3
	PHPH 772	Seminar in Nurse Anesthesia	2
	PHPH 781	Practicum in Nurse Anesthesia	6

\*PHPH 761 Clinical component extends through June 30

\*PHPH 762 Clinical Component begins July 1

\*\*Practicum extends through Summer II

## CURRICULUM (Clinical Requirements)

To meet the requirement to write the National Certification Exam (NCE) that is required by the National Board for Certification and Recertification of Nurse Anesthetists (NBCRNA) for entry into practice, students will participate in a minimum of 600 anesthetic cases representing the required clinical case categories outlined in the [NCE Handbook](#).

## COURSE DESCRIPTIONS

**PHPH 701** (6) Physiology for Health Sciences. Lectures covering major organ systems: muscle, cardiovascular, GI, pulmonary, renal, endocrine, nervous, reproductive. Emphasis is on basic physiological processes and control systems. This course is offered by distant education.

**PHPH 705** (6) Biomedical Pharmacology. Lectures and discussions covering principles of drug action; autonomic (adrenergic/cholinergic), cardiovascular, renal, central nervous system, endocrine and antimicrobial pharmacology, cancer chemotherapy and anesthetic agents. This course is offered by distant education.

**PHPH 760** (3) Clinical Problems in Anesthesia. In this course students select and critically review research articles related to the practice of anesthesia and systematically prepare for the National Certification Examination.

**PHPH 772** (2) Seminar in Nurse Anesthesia is a two credit hour course in which students will present for peer review and critique anesthetic management of selected cases. A review of the literature and application of current research is to be included in the presentations.

**PHPH 773** (3) Health Assessment. This course provides an in-depth study of selected anesthesia topics that relate to the preoperative assessment, intraoperative management and postoperative management of patients receiving anesthesia. This course will provide students with the cognitive and psychomotor skills that will allow them to perform an advanced health assessment for patients undergoing anesthesia.

**PHPH 777, 779, 781** (6) Practicum in Nurse Anesthesia. Supervised clinical practicum in nurse anesthesia.

**PHPH 761** (7) Principles of Anesthesia I. Pre- and post-operative evaluation, basic principles and techniques of anesthesia management, and the use of the anesthesia machine, ventilators, and monitoring equipment used in the administration of anesthesia. Clinical component of the course extends through June 30.

**PHPH 762** (6) Principles of Anesthesia II. (Prerequisite: PHPH 761) Associates anatomy, physiology, and pathophysiology with implications for Anesthesia. Surgical specialties include neurological, cardiovascular-thoracic, pediatric and obstetrical surgery.

**PHPH 795** (3) Physical-Chemical Basis of Anesthetic Action. Physical and chemical concepts and their relationships to the principles of anesthesia. Includes the behavior of gases and the gas laws, chemical composition of anesthetic agents and drugs. Special emphasis is placed on understanding the operating principles of anesthesia machines and monitoring equipment.

**PHPH 797** (3) Professional Aspects of Nurse Anesthesia. An overview of the professional, practical, and educational issues of the practice of nurse anesthesia. Includes the history of anesthesia practice, psychological, and ethical issues, legal aspects, and current trends in anesthesia practice. Students are exposed to the basics of research design and are responsible for critically reviewing a series of research articles as related to the practice of anesthesia. This course is offered by distant education.

**PHPH 798** (3) Biomedical Sciences for Nurse Anesthesia. Lecture and discussion of special topics covering the basic principles of selected diseases, treatment and related anesthesia considerations.

## **ACADEMIC STANDARDS**

### **ACADEMIC PERFORMANCE STANDARDS**

All graduate students are subject to the academic regulations of both The Graduate School of the University of South Carolina and the USC/PRMH Graduate Program in Nurse Anesthesia at the USC School of Medicine. General regulations affecting all graduate students are outlined in the [Graduate Studies Bulletin](#) of the University of South Carolina and in the Current Students section of The Graduate School website (<http://www.gradschool.sc.edu/>). The Graduate Program in Nurse Anesthesia has established specific academic and clinical performance metrics for matriculating students.

### **ACADEMIC PERFORMANCE AND PROGRESSION**

The curriculum of the Graduate Program in Nurse Anesthesia is sequential in nature, with each academic semester a pre-requisite for each subsequent semester. Successful completion of each academic semester enables a student to progress through the curriculum. Graduate courses may be passed for degree credit with a grade as low as **C**, but a student's cumulative grade point average (GPA) must be at least **B** (3.00 on a 4.00 scale). A student who makes below a **C** in any course does not receive credit for the course toward the degree and will be terminated from the Program. Graduate students (with individual course grades greater than or equal to **C**) whose cumulative GPA drops below 3.00 at the end of a semester are **immediately** placed on academic probation. Students who do not reach a cumulative 3.00 grade point average by the end of the probationary period are not permitted to enroll for further graduate course work and are therefore terminated from the Nurse Anesthesia Program.

Students may petition the Dean of The Graduate School for an extension of probation in the event of extenuating circumstances. This petition must be supported by both the Course Directors and the Academic Director in order to be considered by the Dean.

Students should expect that qualification for extension due to extenuating circumstances to be rigorous (<http://gradschool.sc.edu/students/asa.asp?page=acad&sub=asa>). It is the responsibility of the student to make extenuating circumstances known to the Course Directors before coursework is completed and grades are finalized. In the event of extenuating circumstances, the Course Directors in conjunction with the Academic Director of the Program may permit an exception, providing an alternative pathway to progression through the curriculum. All decisions of the Course Directors in conjunction with the Academic Director with respect to extenuating circumstances as they apply to a student's status in the Program shall be binding. All decisions will be based on a majority vote of the Course Directors and the Academic Director. Students should expect qualification for exception due to extenuating circumstances to be rigorous. Appeals regarding academic policy decisions begin with Course Directors and progress to the Academic Director of the Program, Chair of the Department of Pharmacology, Physiology and Neuroscience, and finally to the Dean of the Graduate School. The Graduate School Ombudsman serves as a resource for students with issues related to status and due process. (<http://gradschool.sc.edu/students/ombs.asp>)

### **CLINICAL PERFORMANCE STANDARDS**

All graduate students are subject to the academic regulations of both The Graduate School of the University of South Carolina and the PHR/GHS Graduate Program in Nurse Anesthesia at the USC School of Medicine. General regulations affecting all graduate students are outlined in the [Graduate Studies Bulletin](#) of the University of South Carolina and in the Current Students section of The Graduate School website (<http://www.gradschool.sc.edu/>). The Graduate Program in Nurse Anesthesia has established specific academic and clinical performance metrics for matriculating students.

### **CLINICAL PERFORMANCE AND PROGRESSION**

The curriculum of the Graduate Program in Nurse Anesthesia is sequential in nature, with each academic semester a pre-requisite for each subsequent semester. Successful completion of each academic semester enables a student to progress through the curriculum. A grade of **Satisfactory (S)** must be achieved for successful completion of the clinical requirement of the NAI courses and for the successful completion of the clinical courses during NAII and NAIII years.

During the **NAI** year, the final grade (**Satisfactory/Unsatisfactory**) for the clinical component is determined by the Course Director after reviewing the required daily evaluations and through conversations with the Clinical and Program Faculty. Less than an 80% return rate for daily clinical evaluations (included in this course syllabus) or the inability to successfully demonstrate an 80% satisfactory rating in the clinical objectives

will result in an Unsatisfactory (U) clinical component. If a student receives a grade of Unsatisfactory (761/762) in the clinical component of the course, the student will receive a failing grade in the overall course, as both a passing grade in the didactic and clinical portions of the course is required to receive a passing grade in the course.

During the ***NAII and NAIII*** years, a student must receive a **Satisfactory (S)** grade in the clinical courses to progress through the curriculum. Less than an 80% return rate for clinical evaluations (included in this course syllabus) or the inability to successfully demonstrate an 80% satisfactory rating in the clinical objectives will result in an Unsatisfactory (U) clinical grade. At any time throughout the program, a student may be placed on a remediation plan to address clinical weaknesses. Every remediation plan will have a defined time for completion and evaluation of success for the goals that have been defined in the remediation plan. Any student actively involved in remediation at the time of course grades being due, may receive a 'Satisfactory' grade in the present course in order to progress and continue to work on the remediation plan. To achieve a 'Satisfactory' grade for this next clinical course requires 1) successful completion of the remediation plan AND 2) successful completion of the present clinical course objectives. Unsuccessful completion of the remediation plan will result in an 'Unsatisfactory' for the present clinical course and the student will not be allowed to progress through the program. A student is allowed two opportunities to remediate during the program. If substandard performance recurs after two remediation plans, the student will be considered to be unable to successfully complete the clinical requirement of the program.

A **Satisfactory (S)** grade must be obtained before the student will be permitted to progress or graduate and may result in a delay in completion of the program, as well as potential further expense to the student resulting from re-registering for the failed clinical course. Failure to successfully complete the remediation plan will result in convening of the Program Evaluation Committee to determine the future status of the student within the Program. If at any time safety, negligence, deceit, dishonesty or substance abuse is determined to be an issue by the course director, the student will be immediately suspended from the program pending a review of the issue by the program faculty and evaluation committee. The student at this time may be terminated from the program at the recommendation of the program faculty and evaluation committee.

It is the responsibility of the student to make extenuating circumstances known to the Course Directors before coursework is completed and grades are finalized. In the event of extenuating circumstances, the Course Directors in conjunction with the Academic Director of the Program may permit an exception, providing an alternative pathway to progression through the curriculum. All decisions of the Course Directors in conjunction with the Academic Director with respect to extenuating circumstances as they apply to a student's status in the Program shall be binding. All decisions will be based on a majority

vote of the Course Directors and the Academic Director. Students should expect qualification for exception due to extenuating circumstances to be rigorous. Appeals regarding academic policy decisions begin with Course Directors and progress to the Academic Director of the Program, Chair of the Department of Pharmacology, Physiology and Neuroscience, and finally to the Dean of the Graduate School. The Graduate School Ombudsman serves as a resource for students with issues related to status and due process. (<http://gradschool.sc.edu/students/ombs.asp>)

### **GRADE POINT AVERAGE METRICS**

The grade point average (GPA) is calculated by dividing the total grade points earned by the hours attempted for credit.

A	4.0	Superior
B+	3.5	
B	3.0	Above Average
C+	2.5	
C	2.0	Average
D	1.0	Failure
F	0.0	Failure

Practicum courses (PHPH 777, 779, 781) are graded on a pass-fail grading system. A grade of either pass (P) or Fail (F) will be awarded. Those courses completed with a satisfactory grade may be counted toward total credit hours earned.

## **TERMINAL OBJECTIVES FOR GRADUATES**

Graduates of the USC/PRMH Graduate Program in Nurse Anesthesia shall demonstrate that they have acquired knowledge, skills and competencies in patient safety, perianesthetic management, critical thinking, communication, and the competencies needed to fulfill their professional responsibilities.

Patient safety is demonstrated by the ability of the graduate to:

1. Be vigilant in the delivery of patient care
  2. Protect patients from iatrogenic complications
  3. Participate in the positioning of patients to prevent injury.
  4. Conduct a comprehensive and appropriate equipment check.
  5. Utilize standard precautions and appropriate infection control measures.
- A. Individualized perianesthetic management is demonstrated by the ability of the graduate to:
1. Provide care throughout the perianesthetic continuum.

2. Use a variety of current anesthesia techniques, agents, adjunctive drugs, and equipment while providing anesthesia.
  3. Administer general anesthesia to patients of all ages and physical conditions for a variety of surgical and medically related procedures.
  4. Provide anesthesia services to all patients, including trauma and emergency cases.
  5. Administer and manage a variety of regional anesthetics.
  6. Function as a resource person for airway and ventilator management of patients.
  7. Possess current advance cardiac life support (ALCS) recognition.
  8. Possess current pediatric advanced life support (PALS) recognition.
  9. Deliver culturally competent perianesthetic care throughout the anesthesia experience.
- B. Critical thinking is demonstrated by the graduate's ability to:
1. Apply knowledge to practice in decision –making and problem solving.
  2. Provide nurse anesthesia care based on sound principles and research evidence.
  3. Perform a preanesthetic assessment and formulate an anesthesia care plan for patients to whom they are assigned to administer anesthesia.
  4. Identify and take appropriate action when confronted with anesthetic equipment-related malfunctions.
  5. Interpret and utilize data obtained from noninvasive and invasive monitoring modalities.
  6. Calculate, initiate, and manage fluid and blood component therapy.
  7. Recognize and appropriately respond to anesthetic complications that occur during the peri-anesthetic period.
  8. Pass the National Certification Examination administered by the National Board for Certification and Recertification of Nurse Anesthetists (NBCRNA).
- C. Communication skills are demonstrated by the graduate's ability to:
1. Effectively communicate with individuals influencing patient care.
  2. Utilize appropriate verbal, nonverbal, and written communication in the delivery of peri-anesthetic care.
- D. Professional responsibility is demonstrated by the graduate's ability to:
1. Participate in activities that improve anesthesia care.
  2. Function within appropriate legal requirements as a registered professional nurse, accepting responsibility and accountability for his or her practice.
  3. Interact on a professional level with integrity.
  4. Teach others.
  5. Participate in continuing education activities to acquire new knowledge and improve his or her practice.

## CRITERIA FOR GRADUATION

1. Satisfactory completion of all courses with an overall grade point average of 3.0 or above.
2. Satisfactory completion of all categories of clinical procedures required by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA).

3. Satisfactory completion of all time commitments in the didactic and clinical areas.
4. Satisfactory completion of all case requirements and anesthesia time commitments as required for writing the certification exam.
5. Satisfaction of all financial obligations to Palmetto Health Richland, Greenville Hospital System and the University of South Carolina.
6. Successful completion of the comprehensive examination required by the Graduate School of the University of South Carolina. The exam will be administered within the final 12 months of the program. All students are expected to complete the Self Evaluation Exam offered by the Council on Certification of Nurse Anesthetists. A minimum score of 350 on the SEE will be considered satisfactory completion of the Comprehensive Exam.
7. Current certification and/or recertification in ACLS (Advanced Cardiac Life Support) and PALS (Pediatric Advance Life Support).

### **Cost of Attendance (Per Semester) (Subject to Change)\***

	<b>Resident</b>	<b>Non-resident</b>
<b>USC tuition - MNA</b>	\$7,500	\$12,885
<b>Health Professions – Graduate Program fee</b>	\$800	\$1,100
<b>Enrichment and Student Activity fee</b>	\$610	\$610
<b>Technology and Infrastructure fee</b>	\$300	\$300
<b>TOTAL</b>	<b>\$9,210</b>	<b>\$14,895</b>

\*Certain courses follow the Medical School calendar where terms run from January-June and July-December.

#### OTHER ANTICIPATED PROGRAM EXPENSES

##### Estimated expenditures for examinations:

Self Evaluation Examination (see section on SEE) (Taken in Year 2 of the program)	\$135.00*
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National Certification Exam (upon program completion) \$725.00\*

AANA Associate Membership \$200.00\*

\* Subject to change

Students participate in the American Association of Nurse Anesthetists Associate Membership Program. Associate membership provides subscriptions to the AANA JOURNAL, AANA NEWS BULLETIN, privileges to attend meetings at minimal cost, and eligibility to serve on one of the AANA councils or committees. This is a onetime cost due upon matriculation into the Program.

Clinical Fees: Annual clinical fees of \$3000.00 are payable to Palmetto Health Richland or Greenville Health System and are due by January 15<sup>th</sup> of each year. These fees help to cover general operating costs for the clinical training program. (Prorated for year 3 in the Program)

Equipment: An earpiece for precordial / esophageal monitoring of heart and breath sounds is required for all students. It may be obtained from a hearing aid center. Students are required to have a white lab coat, calculator, protective eyewear and stethoscope. Lab coats worn by student should designate appropriate position of the student. Students are required to have personal computers and Internet access during the 27-month program.

Students must keep in mind indirect expenses including housing, meals, transportation, and the loss of income due to clinical and academic requirements.

### **Self Evaluation Examination**

The National Board for Certification and Recertification of Nurse Anesthetists (NBCRNA) administers the Self-Evaluation Examination to any student beyond the 12<sup>th</sup> month of the educational program. Students of the USC/PRMH Graduate Program in Nurse Anesthesia are required to write this examination during the second year of the program (past the 12<sup>th</sup> month of enrollment). The Self-Evaluation Examination has three primary functions: (1) to provide information to students about their progress in the nurse anesthesia program; (2) to prepare students for the certification examination; and (3) to serve as the comprehensive examination, which is a required component of the graduate program.

**Students must write the SEE prior to September 15<sup>th</sup> of the second year.** Students are provided one (1) day of leave to take the test. The Curriculum Committee establishes annually a minimum score that each student must meet in order to comply with comprehensive exam requirement from the Graduate School of the University of South Carolina. Failure to achieve the minimally established score on the SEE exam will result in the student having to retake the exam. The student is responsible for the fees to retake the exam. Failure to meet the minimally established score on the exam on two (2) attempts will result in a review by the Evaluation Committee. Students, upon individual request, are provided the opportunity to retake the SEE at any time during the final months of their program.

### **Certification Examination**

A final transcript of academic performance and clinical cases will be prepared by the Program Director prior to graduation from the Nurse Anesthesia Program. The Program Director will create an NCE application on the NBCRNA website (<http://www.nbcrna.com>). Students then access the application through the student portal on the website and pay the NCE fee. Clinical transcripts are then electronically uploaded to the Application file upon completion of all requirements for graduation from the Nurse Anesthesia Program. The NBCRNA will notify individual students of their eligibility to write the NCE. Certification examinations must be written within three months of program completion. **Graduates must take and pass the National Certification Exam offered by the Council on Certification of Nurse Anesthetists within 2 years of graduation or re-enroll and complete an unabridged, accredited nurse anesthesia program.**

## FINANCIAL AID AND BENEFITS

Students are responsible for tuition, fees, educational and living expenses. Financial assistance is available to students in the form of loans, scholarships, and grants. Eligibility for aid depends on the applicant's financial circumstances. Information for the various financial aid programs may be obtained from Jerel Arceneaux, the Assistant Director of Student Services at the School of Medicine ([jerel.arceneaux@uscmed.sc.edu](mailto:jerel.arceneaux@uscmed.sc.edu)).

### Grants

Nurse Anesthesia Traineeship Grants. Grants may be awarded to programs in nurse anesthesia by the federal government. The Program in Nurse Anesthesia submits the grant applications annually and awards are based on Congressional funding. This funding varies from year to year. Students will be notified of the Grant awards during the course of the program as those funds become available.

## PROGRAM FACILITIES

Classes are held at the USC School of Medicine campus, Palmetto Health Richland campus or Greenville Health System Campus. Students may be required to attend classes in alternate locations.

### **Columbia Campus**

The University Of South Carolina School Of Medicine is located at 6311 Garners Ferry Road, Columbia, SC 29209. Spaces commonly utilized by the Graduate Program in Nurse Anesthesia include:

- Building 101 (Library Building) Suite 301 Offices of the Nurse Anesthesia Program
- Building 1: B-1 Classroom
- Student Lounge
- Humphries Fitness Center
- School of Medicine Library

The Medical Park Campus is adjacent to Palmetto Health Richland. Spaces commonly utilized by The Graduate Program in Nurse Anesthesia include:

- Medical Park 2: MP-2 Classroom

### **Greenville Campus**

The Greenville Campus is located at 607 Grove Road, Greenville, SC. Classroom space and administrative offices for the Graduate Program in Nurse Anesthesia are found in the Health Science Education Building (HSEB) on the main campus of Greenville Health System.

All campus maps can be accessed using the following link: <http://www.med.sc.edu/maps.asp>.

## **LIBRARY FACILITIES**

Students enrolled in the Masters of Nurse Anesthesia Program have access to the Josey Health Sciences Library at Palmetto Health Richland. The library is located on the sixth floor of the main hospital. The library is one of the four major Area Health Education Consortium (AHEC) libraries and audiovisual learning centers in South Carolina. A wide range of printed and non-printed material and audiovisual equipment may be borrowed through this service. Students on the GHS campus have 24 hour access to the Medical Sciences Library at Greenville Health System located on the first floor of the main hospital and the Library Commons in the Health Science Education Building.

The School of Medicine Library serves as the information gateway to over 10,000 biomedical electronic journals, over 1,300 electronic textbooks, over 80 biomedical databases, a diagnostic decision support system (DxPLAIN), consumer health information, an online catalog, and PASCAL, South Carolina's state-wide academic electronic library. The Library's print collection consists of more than 68,000 volumes. Library users are able to access electronic resources onsite or remotely. The Medline database can be accessed via Pubmed or Ovid. Other databases available include AccessMedicine, ClinicalKey, Cochrane Evidence-Based Medicine. More than 55,000 e-journals are available through collaboration with the University Libraries via TDNet, the e-journal management system.

Within the Library is an information commons area with public workstations and a seating area with HDTV (closed captioned). There is study space for individual and group use on a first come first served basis. Reference services with librarians are available during regular operating hours. Educational/Instructional services are available, along with interlibrary loan services. For additional information visit <http://uscm.med.sc.edu>. School of Medicine students and employees also have access to the Thomas Cooper Library of the University of South Carolina. USCAN, the online catalog for the Thomas Cooper Library, can be searched from terminals in the public services area of the School of Medicine Library.

## **SIMULATION CENTERS**

The Simulation Center for Palmetto Health Richland is located at 15 Medial Park, Lower level. The mission of the center is to provide a dedicated environment for health care providers and students of all levels in which to learn, apply and research cognitive, psychomotor, and interpersonal skills using simulation technologies. The Center's vision is to enhance patient safety and the quality of medical care through the use of innovative, high impact training and research in simulation. Students are assigned to participate in various simulation scenarios during the program. For further information go to <http://www.palmettohealthsimulationcenter.com/>

The Greenville Health Simulation Center is located in the Medical Center clinical building on the Greenville Health System Campus at 607 Grove Road. The center provides clinical training and continuing education for medical, nursing and allied health students, medical residents, practicing physicians, nurses and allied health professionals. The Center's mission is to improve patient care, patient safety and healthcare education through the use of Advanced Instructional Technology. For further information, go to <http://www.ghs.org/Simulation-Center>.

## **Clinical Sites**

The USC / PRMH Graduate Program in Nurse Anesthesia has two (2) primary clinical training sites in order to comply with the Council on Accreditation's Standards and Guidelines: Palmetto Health Richland and Greenville Health System. The Program Director and/or Assistant Program Directors continuously evaluate the effectiveness of the clinical sites. Evaluation of these sites will be performed by periodic onsite visits and telecommunications. Student evaluations of the clinical training site will be conducted to assess continued effectiveness. Additional clinical training sites may be added based on the continuing assessment of the needs of the program. Students are expected to demonstrate flexibility and willingness to rotate to all clinical training sites at any time during the program. The Program Director reserves the right to eliminate a site as needed.

### **Palmetto Health Richland – Columbia, South Carolina**

Palmetto Health Richland serves at the primary clinical training site for the Masters of Nurse Anesthesia Program. The facilities are located in downtown Columbia approximately seven miles

from the University Of South Carolina School Of Medicine. The hospital provides services to about 28,000 inpatients and 275,000 outpatients from every county in South Carolina and to patients from surrounding states. Anesthesia services are provided for an estimated 18,000 surgical procedures and 2,800 deliveries annually. The hospital's 27 operating rooms include special rooms for neurosurgery, cardiothoracic, pediatric, and trauma. The Department of Anesthesia is staffed with approximately 22 anesthesiologists and 50 Certified Registered Nurse Anesthetists. Students are **required** to complete at least 50% of their clinical training at the Palmetto Health Richland. Additional information about Palmetto Health Richland can be obtained via the website at [www.palmettohealth.org](http://www.palmettohealth.org).

### **Affiliated Sites for Palmetto Health Richland**

#### **Lexington Medical Center – West Columbia, South Carolina**

Lexington Medical Center is located in West Columbia, South Carolina, approximately 8 miles from the primary clinical training site of Palmetto Richland Memorial Hospital. Students rotating to Lexington Medical Center for the purpose of clinical training in nurse anesthesia are under the direction and supervision of the nurse anesthetists and anesthesiologists of the Department of Anesthesia. Students are assigned to the main hospital or to one of the two Outpatient Surgical Centers located in Irmo, or Lexington, South Carolina. For additional information on the services and facilities of Lexington Medical Center, please refer to the website at <http://www.lexmed.com/>.

#### **Bon Secours St. Francis Hospital – Greenville, South Carolina**

This clinical site is a large hospital that is located about 110 miles from the primary clinical site. The focus of this rotation is to gain experience in major vascular and thoracic anesthesia. One to two students are assigned to this institution on a rotational basis. Housing is provided for students by Bon Secours St. Francis Hospital. The website is <http://www.stfrancishealth.org/>.

#### **Palmetto Health Baptist - Columbia, South Carolina**

A member of the Palmetto Health Alliance, Palmetto Health – Baptist in Columbia, is located approximately four miles from the primary clinical training site of Palmetto Health Richland. The facility has a capacity of 524 acute care beds and perform approximately 17,000 surgical procedures each year. One to four students rotate to this facility each month. Further information can be obtained on the website at [www.palmettohealth.org](http://www.palmettohealth.org)

#### **AnMed Health – Anderson, South Carolina**

Anderson Area Medical Center is a licensed and fully accredited 587-bed facility that offers a wide range of general and specialized diagnostic and treatment services. The fifth largest hospital in the state, AAMC is a regional referral center that serves residents from Anderson County, as well as from Oconee, Pickens and Abbeville counties in western South Carolina, and Hart, Stephens, Franklin and Elbert counties in Northeast Georgia. One – two students rotate to this facility each month. Housing is provided by Anderson Area Medical Center. Further information about Anderson Area Medical Center or the Anderson, South Carolina can be obtained at <http://www.anmedhealth.org/>.

### **Oconee Memorial Hospital – Seneca, South Carolina**

Oconee Hospital is a 235-bed local community hospital located in Seneca, South Carolina. This clinical affiliated site is located approximately 200 miles from the primary clinical training site of Palmetto Health Richland. One to two students rotate to this facility on a rotational basis. Students are involved in administering all types of anesthesia and spend time in Intensive Care, Acute and Chronic Pain Management. Housing is provided by Further information can be obtained at <http://www.ghs.org/locations/oconee-medical-campus#.VIX2zU2FMeg>.

### **Conway Medical Center– Conway, South Carolina**

The clinical affiliated site is located approximately 180 miles from the primary clinical training site of Palmetto Health Richland. One to two students rotate to this facility on a rotational basis. Students are involved in administering all types of anesthesia to include obstetrical services. Housing is provided by Conway Medical Center. The clinical training site is a shared site with the MUSC Program in Anesthesia for Nurses. Further information can be obtained at <http://www.conwaymedicalcenter.com/>.

### **The Regional Medical Center – Orangeburg, SC**

Serving Orangeburg and Calhoun counties and surrounding areas, RMC has a multitude of specialties and programs that offer state-of-the-art healthcare. The Regional Medical Center is accredited by [The Joint Commission](#), has Advanced Certification as a Primary [Stroke Center](#) by The Joint Commission, and offers a 24-hour emergency department, full range of high-quality medical services and a proactive, community-wide wellness program. The facility has 22 anesthetizing locations, including an outpatient suite for Dialysis related procedures. Further information can be obtained at <https://www.trmchealth.org/>

### **Greenville Health System – Greenville, South Carolina**

The Greenville Health System is a multihospital system located in Greenville, approximately 100 miles from Columbia. The 1,040-bed system provides 292,803 total patient care days. It includes acute-care and complex-care facilities, psychiatric and pediatric hospitals, as well as a physical rehabilitation hospital. Outpatient visits total approximately 749,849 annually; approximately 151,899 patients are treated annually in the Emergency Room. The Surgical Department contains 34 operating rooms, which includes 5 open-heart rooms. Additional information may be obtained online at <https://www.ghs.org/>.

## **Greenville Health System Affiliated Sites**

### **Patewood Memorial Hospital - Greenville, SC**

Patewood Memorial serves a diverse ethnic, cultural and socioeconomic population of patients, including adolescents, adults and geriatric patients as well as pediatric patients above the age of 14. It provides a state of the art relaxing and healing environment for those having elective, inpatient surgery. One to two students rotate to this facility on a rotational basis and are involved in administering all types of anesthetics.

### **Patewood Outpatient Surgery Center – Greenville, SC**

Patewood Outpatient Surgery Center provides care to approximately 5000 patients annually ranging from pediatric patients to geriatric patients. One to two students rotate to this facility on a rotational basis and are involved in administering all type of anesthetics. The primary focus for the students on this rotation is pediatric patients but they will also get experience in adult outpatient procedures.

### **Greer Memorial Hospital – Greer, SC**

Greer Memorial provides care to patients in all age groups from pediatrics 6 years and older to geriatric patients in ASA physical classifications I-V and to both inpatients and outpatients. It consists of 5 state of the art operating room and one student will rotate to this facility on a rotational basis.

### **Hillcrest Memorial Hospital – Simpsonville, SC**

Hillcrest Memorial serves residents in Simpsonville, Mauldin, Fountain Inn and surrounding areas. Both outpatient and inpatient procedures are performed at HMH including minimally invasive general surgery and bariatric surgery. One student will rotate to this facility on a rotational basis.

### **CrossCreek Surgery Center**

CrossCreek Surgery Center is a 4 operating room facility located across the street from the primary training site of Greenville Memorial. Care is provided on an outpatient basis only to pediatric and geriatric patients. Services provided at this facility or pre-anesthesia evaluation, general anesthesia, regional anesthesia and sedation. One student will rotate to this facility on a rotational basis.

### **Bon Secours St. Francis Hospital – Greenville, South Carolina**

This clinical site is a large hospital that is located about 110 miles from the primary clinical site. The focus of this rotation is to gain experience in major vascular and thoracic anesthesia. One to two students are assigned to this institution on a rotational basis. Housing is provided for students by Bon Secours St. Francis Hospital. For further information, visit <http://www.stfrancishealth.org/>.

### **AnMed Health – Anderson, South Carolina**

Anderson Area Medical Center is a licensed and fully accredited 587-bed facility that offers a wide range of general and specialized diagnostic and treatment services. The fifth largest hospital in the state, AAMC is a regional referral center that serves residents from Anderson County, as well as from Oconee, Pickens and Abbeville counties in western South Carolina, and Hart, Stephens, Franklin and Elbert counties in Northeast Georgia. One – two students rotate to this facility each month. Housing is provided by Anderson Area Medical Center. Further information about Anderson Area Medical Center or the Anderson, South Carolina can be obtained at <http://www.anmedhealth.org/>.

### **Oconee Memorial Hospital – Seneca, South Carolina**

Oconee Hospital is a 235-bed local community hospital located in Seneca, South Carolina. This clinical affiliated site is located approximately 200 miles from the primary clinical training site of Palmetto Health Richland. One to two students rotate to this facility on a rotational basis. Students are involved in administering all types of anesthesia and spend time in Intensive Care, Acute and Chronic Pain Management. Housing is provided by For further information, visit [Oconee Memorial Hospital](#).

### **Laurens County Memorial Hospital, Clinton, SC**

Laurens County Memorial Hospital provides care to patients of all age groups and leads the community with outreach programs and services. LCMH provides a wide range of services including a birthing center, cardiopulmonary services, emergency medicine, pulmonary care, surgical services and women's services.

## **STUDENT SERVICES**

Students enrolled in the Graduate Program in Nurse Anesthesia have access to student services offered through The Graduate School and the School of Medicine. Graduate student services are outlined at the following link: <http://gradschool.sc.edu/students/resources.asp?page=cr>. As students who use the School of Medicine campus, the SOM Student Lounge and the Humphries Physical Fitness Center are available to students in the Graduate Program in Nurse Anesthesia.

### **Health and Dental Insurance**

***All Graduate Students at the University of South Carolina are required to maintain basic health insurance coverage during their enrollment in the Masters of Nurse Anesthesia Program.*** A comprehensive health insurance policy is made available through the University of South Carolina for students and their spouses and/or children. If students elect coverage from other sources, they must complete the Waiver of Insurance form provided on the [student insurance website](#) to avoid the student insurance fee in their semester tuition bill.

### **Student Health Services**

Student Health Services provides accessible, convenient, high quality, low cost health care. The health services team is sincerely interested in your health and wants to be your partner in wellness. Student Health Services provide on-campus medical, mental health, ancillary, and health and wellness services for students. Services include (1) ambulatory primary care at clinics and ancillary services located at the nationally accredited Thomson Student Health Center; (2) a comprehensive array of counseling, testing, and psychological and psychiatric services available at the nationally accredited Counseling and Human Development Center; and (3) a wide variety of wellness-oriented programs and educational services offered by the Office for Campus Wellness and the Office for Sexual Health and Violence Prevention. Students are encouraged to visit [Student Health Services](#) for additional information on clinics, services, and programs.

Immunization and occupational health concerns are handled by the School of Medicine Employee/Student Health Services.

Employee/Student Health Services  
USC School of Medicine  
3209 Colonial Dr. Columbia, SC 29203  
Phone: [803-434-2479](tel:803-434-2479)  
Fax: [803-434-8644](tel:803-434-8644)

Students based at Greenville Health System have access to minor medical services through Greenville Health System Employee Services, located in the main hospital on 701 Grove Road. Immunization and occupational health concerns are managed by GHS Employee services.

### **Counseling/Consultation Services**

Students in the School of Medicine have available to them various counseling, consultation, and psychotherapeutic resources. These may be sought from the Office of Student Services and psychologists and psychiatrists with appointments in the School of Medicine, as well as from the various services and counseling centers on the University campus. Emergency psychiatric services and confidential assessment, referral, and treatment services are available on a 24-hour-a-day basis. Please see the Student services website for additional information (<https://www.sa.sc.edu/shs/cp/>). Students at the Greenville Health System campus are eligible for services through its Employee Assistance Program (EAP).

### **Liability Insurance**

Columbia based students will have individual liability insurance policies issued by AANA Insurance Services with premiums covered by Palmetto Health for the duration of the Program. Greenville based students will be provided liability insurance through the Greenville Health System.

### **Other Benefits**

**Veterans Benefits.** Veterans and children of deceased or disable veterans who meet regular admission requirements may be eligible to receive educational assistance benefits through the Veterans Administration. Application for benefits may be made through the University Office of Veterans Affairs located on the Columbia campus. Students are urged to apply for benefits at least 45 days prior to the beginning of the semester.

As full-time USC students, there is also access to athletic events, the USC Physical Education Center, Russell House Student Union, Student Health Center, student activities, etc. These benefits are discussed during program orientation and information is available via the website.

### **Transportation/Food/Housing**

Transportation to and from all clinical and/or educational sites is the responsibility of the individual student. Students are responsible for their own housing as long as they are assigned to one of the primary clinical training sites. Students are required to rotate to affiliated clinical training sites. Housing will be provided for students scheduled for rotational sites that are located beyond a reasonable daily commute.

### **Students Organizations and Committees**

Students may be selected to serve on various USC SOM student organizations and/or committees. These include, but are not limited to the following:

- Masters of Nurse Anesthesia Interview and Admissions Committee
- Curriculum Advisory Committee
- Alumni Affairs Committee

## **PROGRAM RESPONSIBILITIES**

### **DIDACTIC EDUCATION**

The Program is affiliated with the School of Medicine and The Graduate School of the University of South Carolina. Upon successful completion of the Program, the University confers the Masters of Nurse Anesthesia degree. The Department of Pharmacology, Physiology, and Neuroscience (PPN) is the academic unit, providing academic oversight and basic science instruction. The Department also provides an Academic Director, who is responsible for Program compliance with University policies and procedures with respect to academic matters. Clinical anesthesia instruction is coordinated by Program Faculty who hold academic appointments within the PPN Department.

The program maintains its accreditation status as determined by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA). The Program offers its curriculum in accordance with the Standards for Accreditation of Nurse Anesthesia Educational Programs and the requirements of the National Board for Certification and Recertification of Nurse Anesthetists (NBCRNA). The Program is committed to meet and exceed the standards for performance on the National Certification Exam (NCE). Performance metrics are published on the Program's website (<http://anesthesia.med.sc.edu>).

## **CLINICAL EDUCATION**

To establish eligibility to write the National Certification Exam (NCE) from the National Board for Certification and Recertification of Nurse Anesthetists (NBCRNA), students must participate in a minimum of 600 (700 preferred) anesthetic cases (2014 Standards and Guidelines from the Council on Accreditation of Nurse Anesthesia Educational Programs). The Program will provide clinical experiences that will meet the clinical case requirements outlined by the NBCRNA. The Program will monitor student progress through periodic review of student clinical case records, and make clinical assignments to facilitate meeting the NBCRNA requirements. The Program provides two primary clinical training sites: Palmetto Health Richland and Greenville Health System. The Program also has affiliated clinical sites to enrich the clinical experience through a variety of practice settings. The Program will have a Clinical Coordinator at each site who works with the Program to provide clinical opportunities for students and performance evaluations for the Program.

## **CLINICAL SUPERVISION**

The Program is responsible for insuring clinical supervision in accordance with the Standards for Accreditation of Nurse Anesthesia Educational Programs outlined by the Council on Accreditation. Clinical oversight of graduate students in the clinical area must not exceed 1) two graduate students to one CRNA, or 2) two graduate students to one anesthesiologist, if no CRNA is involved.

## **EVALUATION OF STUDENT CLINICAL PERFORMANCE AND PROGRESSION**

Students receive evaluations of their clinical performance on a daily basis during the first year of the Program. Monthly evaluations are received during the second and third years after specialty rotations and affiliated site rotations. Evaluations are reviewed by Program Faculty in charge of clinical education, and shared with the students at intervals, as necessary, and upon request during each clinical practicum. Evaluation frequency is at discretion of the Program Faculty. It is the student's responsibility to solicit and monitor written clinical evaluations along with direct feedback from clinical faculty regarding clinical performance. Clinical evaluations are kept on file at the Program office and are available upon request by the student.

Students are expected to demonstrate satisfactory progress toward meeting the clinical objectives consistently by the end of each Practicum. The Program Faculty in charge of clinical education

(Practicum Course Director) represents the final authority with respect to clinical progression and at their discretion may elect to in no particular order:

1. Create time sensitive action plans designed to facilitate meeting clinical objectives.
2. Give an incomplete at the end of a Practicum term and extend the Practicum until objectives are consistently met.
3. Convene the Evaluation Committee to review and make recommendations regarding student performance and status in the Program.

A clinical practicum that extends beyond the academic calendar may affect Program completion time or graduation. Final determination of a student's successful completion of academic and clinical requirements for graduation from the Program is the responsibility of the Program Director in cooperation with Program Faculty, the Academic Director, and the Evaluation Committee.

The Program Director at their discretion may elect to place students on probation or suspension for but not limited to the following:

1. Actions/inactions that jeopardize patient safety
2. Conduct deemed unethical or inappropriate by a clinical site or the University
3. Insubordination
4. Unspecified acts or omissions deemed detrimental to the Program

If immediate and sustained improvement is not seen or additional issues arise as described above, the Program Director may take action to terminate the student from the Program.

## **CLINICAL OBJECTIVES**

### **SPRING I and SUMMER I SEMESTERS**

By the end of the Summer I session, students enrolled in the USC / PRMH Graduate Program in Nurse Anesthesia will:

1. Demonstrate knowledge of preoperative patient assessment and interviewing techniques.
2. Show sensitivity to human needs and the psychosocial problems of the patient.
3. Demonstrate knowledge of preoperative medications.
4. Demonstrate knowledge of the legal implications concerning informed consent, identification of patient preoperatively, signed operative permit, and nurse anesthetist's liability and responsibility.
5. Identify and locate all types of anesthesia equipment, drugs, monitors, and related anesthetics within the physical unit.
6. Demonstrate knowledge of a basic anesthetic machine and table set-up.
7. Comprehend basic principles of the anesthesia machine and proper anesthesia machine checkout according to FDA guidelines.

8. Demonstrate knowledge of laws on electricity as they apply to effective safe anesthesia practice; apply measures for patient and health team member safety.
9. Demonstrate knowledge of National Fire Protection Association's requirements for compressed gases and volatile liquids.
10. Demonstrate a working knowledge of basic and advanced monitoring equipment.
11. Demonstrate the ability to assemble equipment and administer blood safely through a blood warmer, including meticulous blood identification policies.
12. Apply principles and current methods that are used to prevent cross infection through anesthetic equipment.
13. Utilize aseptic techniques and principles in the care and cleaning of anesthetic equipment.
14. Formulate anesthetic plans that are based on sound physiological and scientific principles.
15. Demonstrate a basic knowledge in choosing anesthetic agents and adjunctive drugs that are compatible with the patient's current drug and physiological status.
16. Understand principles of recording accurate physiological data.
17. Record accurate anesthetic and physiologic data on anesthetic and operative records.
18. Recognize and demonstrate proper management of abnormal laboratory reports.
19. Recognize and demonstrate proper management of minor cardiac arrhythmias.
20. Recognize and demonstrate proper procedures for managing obstructed airway.
21. Perform venipuncture with different types of catheters and needles within medically established guidelines.
22. Understand principles of IV therapy and associated physiology.
23. Demonstrate skill in the proper positioning of a patient on the operating table that is physiologically safe.
24. Demonstrate knowledge of fluid and electrolyte balance during the anesthetic process.
25. Demonstrate ability to administer uncomplicated inhalation and IV anesthetics and monitor regional anesthetics.
26. Demonstrate knowledge of physiological changes associated with spinal/epidural and regional block anesthetics.
27. Demonstrate knowledge of signs and symptoms involved in levels of anesthesia.

28. Utilize acceptable physiological principles involved in the management of fluid and electrolyte balance during the anesthetic process.

### **FALL I and SPRING II SEMESTERS**

1. Demonstrate knowledge of the anatomical, physiological, and emotional differences between infants, children, adults, and geriatric patients.
2. Interpret laboratory data. Make appropriate judgment for anesthetic and adjunctive drugs.
3. Demonstrate knowledge of the physiologic variances and tolerances to all classifications of drugs in relation to patient's age, size, pathophysiology, etc.
4. Identify drug interactions that may occur between various anesthetic drugs, and/or drugs patient is taking therapeutically, and/or drug abuse.
5. Demonstrate the ability to make knowledgeable choices of anesthetic agents and adjunctive drugs that are compatible with the patient's current drug therapy and physical status.
6. Demonstrate ability to make accurate mathematical computations of anesthetic and adjunctive drugs.
7. Apply measures that can be taken to correct an obstructed airway and insure its continued patency.
8. Evaluate blood loss and make clinical judgments for accurate replacement.
9. Identify abnormal chest x-rays.
10. Demonstrate knowledge of CPR and ACLS protocol.
11. Calculate accurate mathematical computations, as required for the proper use of ventilators.
12. Demonstrate skill in oral and nasal intubations.
13. Understand and utilize correct principles and techniques when anesthetizing children and infants.
14. Identify and correct uncomplicated cardiac arrhythmias.
15. Demonstrate knowledge of the integration of all body systems and how one system malfunction affects the performance of other systems.
16. Utilize all current anesthetics and techniques.
17. Perform radial arterial punctures within medically established guidelines.
18. Perform arterial blood gas analysis within medically established guidelines.

19. Comprehend anatomy and physiology of pregnancy.
20. Demonstrate knowledge of anatomy and physiology involved in all types of regional anesthesia.
21. Understand dosage and toxicity of various classes of regional anesthetic drugs and their respective cellular and organ system effects.
22. Recognize and effectively manage complications of regional blocks.
23. Demonstrate skill in the preoperative, operative, and postoperative management of pediatric patients.
24. Understand and utilize pulmonary function tests and blood gas analysis in the care of patients for surgical cases.
25. Insert arterial catheter for arterial monitoring, perform puncture for blood gases using prescribed precautions.
26. Recognize the preoperative, operative, and postoperative complications associated with open-heart surgery.
27. Understand the principles relating to extracorporeal circulation.
28. Comprehend and apply the concepts of hemodynamic monitoring.
29. Recognize the advantages, disadvantages and application during anesthesia and the techniques of induced hypotension.

### **SUMMER II, FALL II, SPRING III SEMESTERS**

1. Understand specific conditions and principles, which may be surgically acquired.
2. Demonstrate skill in utilizing mechanical ventilators during the anesthetic process.
3. Understand complications that are related to contaminate or malfunctioning anesthetic equipment.
4. Demonstrate growth in knowledge and skills involved in the anesthetic process.
5. Utilize critical thinking and assessment when administering an anesthetic.
6. Administer physiologically sound anesthesia, utilizing general and regional techniques that are compatible with the pathological condition of the patient.
7. Demonstrate good clinical judgment based upon sound scientific principles when correcting problems during the anesthetic process.
8. Perform safely and accurately when administering anesthetics outside the operating suite.
9. Apply biological and physical laws to the practical application of anesthesia.

10. Understand principles and concepts in the usage of complex monitoring systems.
11. Perform skillfully during emergency and stressful encounters.
12. Accept constructive criticism from instructors, peers, and other staff members of the operating and anesthesia teams and benefit from such evaluation.
13. Formulate and initiate a plan to maintain surgical planes of anesthesia, as indicated for each type of surgical procedure, and to terminate anesthesia and return the patient to unassisted vital functions or prepare patients to be ventilated postoperatively.
14. Apply knowledge of the physiology of pregnancy when selecting anesthetic requirements and techniques for vaginal delivery and cesarean section.
15. Analyze complications of labor and delivery in relationship to the anesthetic process.
16. Evaluate and formulate a plan for prevention and treatment of complications of anesthesia for the obstetric patient.
17. Understand and apply concepts and principles in resuscitation of the newborn.
18. Perform skillfully when managing the special anesthetic problems and considerations of emergency surgery.
19. Formulate and implement a plan for choice of anesthetic drugs and techniques during emergency surgery.
20. Demonstrate knowledge in the physiology of chronic pain, evaluation of pain syndromes, various treatment modalities, and regional anatomy for administration of plexus and other pain blocks.

## **GRIEVANCE PROCEDURES**

The Graduate Program in Nurse Anesthesia will provide opportunity for students to engage in a grievance process for adverse decisions regarding performance and status in the Program. For academic issues, students are subject to all policies and procedures for appeal and grievance through the Graduate School of the University of South Carolina. Students are encouraged to contact the Academic Director of the Program or The Graduate School [Ombudsman](#). Issues involving clinical performance and status to continue clinical training involve a Program Evaluation Committee review as described above. It is not possible to list all acts or omissions, which might result in disciplinary action or termination of the student. In instances that involve disciplinary suspension or termination from the USC/PMRH Graduate Program in Nurse Anesthesia, the student may request a formal review of any final action. The following guidelines and steps are to be followed in filing a formal Grievance:

1. Disputed actions which can invoke the grievance process:

- A. Most disciplinary actions resulting in termination.
  - B. Termination for refusal to submit to a drug or alcohol screen cannot be grieved.
2. The student who has a dispute should submit the dispute in writing to the Program Director within ten (10) calendar days after the facts on which the dispute is based become available to the student.
- A. Delay in submittal of the requested information will result in a forfeiture of the grievance rights.
  - B. Decision to extend the deadline will be made by the Program Director and made based on extenuating circumstances.
  - C. The student's document should recap the facts of the situation or event.
3. The Program Director will convene a Grievance Review Body within two weeks (14 calendar days) to hear the dispute.
- A. The Grievance Review Body will be composed of the following:
    1. Program Director
    2. Assistant Program Directors
    3. Academic Director
    4. 3 CRNA faculty members from the primary clinical training site where the student is assigned.
    5. SRNA clinical coordinator
  - B. A copy of the student's document recapping the facts of the situation or events will be shared with members of the Grievance Review Body. The decision of the Grievance Review Body is final.

## **PROGRAM COMMITTEES**

Program Committees exist to assist the Program in fulfilling its responsibilities to its communities of interest. Student representation is included where appropriate.

1. Curriculum Advisory Committee \*
2. Interview and Admissions Committee\*
3. Evaluation Committee

\* Includes student representation

### **Curriculum Advisory Committee**

The Curriculum Advisory Committee is composed of the Academic and Program Directors, Program Faculty, Basic Science Course Directors, a Community at-large member, and student representation from each class. The Committee exists to evaluate, discuss, and make recommendations regarding the didactic and clinical curriculum. It is a major component of the Continuous Self Assessment Plan to determine purposeful change and needed improvement.

### **Interview and Admissions Committee**

The Interview and Admissions Committee is composed of the Academic and Program Directors, the Assistant Program Directors, and Program Faculty. They are assisted by University Faculty, Clinical Faculty, and students. The Committee exists to evaluate applications, interview potential candidates, and make recommendations for admission to the Graduate Program in Nurse Anesthesia in accordance with University policy.

### **Evaluation Committee**

The Evaluation Committee is composed of the Academic and Program Directors, the Assistant Program Directors, and other designated clinical faculty members from the primary and affiliated clinical training sites. The Committee exists to discuss, evaluate, and to make recommendations regarding student progress in the program. The committee will meet as necessary to review an individual student's clinical progress.

### **Continuous Assessment for Necessary Change and Needed Improvement**

To comply with the Council on Accreditation Standard IV on Program Effectiveness, the Program utilizes a systematic, comprehensive evaluation process to implement purposeful change and needed improvement. The Program will engage in the following activities to assess information gathered from its communities of interest regarding program effectiveness:

- Faculty Meetings
  - University Department Faculty Meetings
  - Program Faculty Meetings
  - Annual Retreat with affiliated Partners (University and Program Faculty)
- Curriculum Advisory Committee Meetings – with student representatives from each cohort and Community At-Large representation
- Clinical Department Meetings

The Program will evaluate information obtained from the following assessment tools and performance metrics:

#### **Curriculum**

##### **Students**

- Student Course and Faculty Evaluations of the curriculum implemented by the Sponsoring Institution (University of South Carolina School of Medicine)

- Student Clinical Progress Conferences
- Student self-evaluations of clinical performance
- Student participation in Curriculum Advisory Committee activities
- Student Course Performance Metrics (Grades, Grade Point Average)
- Student performance on the Self Evaluation Exam
- Student performance on the National Certification Exam
- Cohort first time pass rate on the National Certification Exam
- Comparison of Program performance to SEE/NCE national performance metrics
- Student Evaluations of the Primary Clinical Training Site
- Student Evaluations of the Affiliated Clinical Training Sites
- Student Evaluations of the Primary Site Clinical Faculty

#### Faculty

- Participation in Curriculum Advisory Committee meetings
- Clinical Faculty Evaluations of Student Clinical Performance
- Clinical Faculty Evaluations of Program Effectiveness
- Program Faculty Self Assessments of Program Effectiveness

#### Communities of Interest

- Employer Evaluations of recent graduates
- Alumni Evaluations of the Program

## STUDENT RESPONSIBILITIES

### LICENSURE

Students must present a copy of **current non-disciplined nursing license from the South Carolina Board of Nursing prior to matriculation** into the program. A valid nursing license from a compact state will be accepted. Renewals must be provided to the Nurse Anesthesia office biannually. Failure to comply with this requirement will result in suspension from the program until this requirement is satisfied. Suspension time will be charged as vacation time or must be made up prior to graduation.

### CERTIFICATIONS

Students must present copies of current certification in **Basic Life Support, Advanced Life Support and Pediatric Advanced Life Support Certification prior to matriculation**. Certifications must be kept up to date and copies of those certifications provided to the Office of the Clinical Director. The student is responsible for scheduling their own renewal classes and the fees for such. The student may NOT be provided time from clinical and/or classes to obtain certification or recertification. **All students must have current certifications in Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS) prior to graduation**. Students are responsible for the cost of these certifications and/or recertification. Classes are offered to all students at the Columbia campus in August of each year. Students are required to recertify during the NA 1 year. Affiliated clinical training sites may require proof of certification and licensure. The student is expected to provide this documentation upon request.

## **CRIMINAL BACKGROUND CHECKS**

All students assigned to the PHR and GHS clinical training site will have a criminal background check performed at their expense prior to matriculation into to the Program. Primary clinical site approval of background checks is a prerequisite to final acceptance in the Program. Affiliated clinical sites may require documentation of background checks as a requirement for participation. Issues uncovered from background checks are subject to any clinical facility's discretion with regard to participation in clinical activities in that facility. After matriculation, any issue that causes Palmetto Health Richland or Greenville Health System to prohibit student participation in clinical activities will result in termination from the Program.

## **IMMUNIZATIONS**

In order to ensure the health and safety of students and patients in both the classroom and clinical settings, students are required to provide, prior to matriculation, immunization data on forms provided by the School of Medicine ([SOM Immunization Form](#)). Affiliated training sites may require current documentation prior to participation in clinical activities.

## **AANA ASSOCIATE MEMBERSHIP**

AANA Associate Membership is required by the Program at the student's expense. Information can be found at the AANA [Website](#). The cost of Associate Membership is \$200.00 for the duration of the Program.

## **OUTSIDE EMPLOYMENT**

The curriculum is vigorous and time consuming. As such, the Program is considered a full time endeavor. The hours of practicum vary according to the clinical site and enable the student to correlate didactic course work and clinical practice. Time commitment to the program runs Sunday – Saturday. It is not reasonable to expect there to be time available for outside employment while in the Program. Part-time work, especially during the first year, is therefore strongly discouraged. **Outside employment should be discussed with the Program Director.**

**During the twenty-seven month Nurse Anesthesia educational program, the student may not be employed as a nurse anesthetist by title or function.** Any student not in full compliance with this policy is subject to immediate dismissal from the program.

## PERSONAL AND PROFESSIONAL CONDUCT AND BEHAVIOR

All students enrolled in the Nurse Anesthesia Program are members of the student body of the University of South Carolina and therefore subject to the rules and regulations found in the *Carolina Community and the Graduate Bulletin for the University of South Carolina*. These manuals can be obtained online at [www.sc.edu](http://www.sc.edu) and [www.bulletin.sc.edu](http://www.bulletin.sc.edu). Students accepted for clinical experience at Palmetto Health Richland are subject to the rules, regulations and the *Policy and Procedure Manual for Palmetto Health*. Students are referred to the Palmetto Health intranet for the Standards of Behavior. Students accepted for clinical training at Greenville Health System are subject to the rules regulations for employees at Greenville Health System. While on rotation at any affiliated clinical site, each student is subject to the rules and regulations of the affiliating hospitals and their anesthesia departments. Each facility is responsible for communicating its expectations at the beginning of a rotation. Students assigned to affiliated sites where housing is provided are expected to maintain the housing in a clean and orderly fashion. At NO time should the student house a pet where housing is provided. The student may be responsible for any damage caused to the site.

Students are expected to conduct themselves in an appropriate, professional manner. Conduct should be in conformity with the high moral and ethical standards of the profession as well as within the legal constraints of any law-abiding community. The Program Faculty retain the right to determine appropriate personal and professional conduct when not specifically addressed by policy of the University, the primary clinical training sites, and the affiliated clinical training sites. Students will be continuously evaluated on their personal and professional conduct. In the event that a student receives an unsatisfactory evaluation in personal and profession conduct, the student will be referred to the Program Director or Assistant Program Directors for action. Each student must certify on the application for the National Certification Exam that they have not been placed on probation or dismissed from a program for ethical or integrity issues.

## DRESS CODE

At all times, students are expected to be groomed and dressed as appropriate to present a professional image. On the SOM Campus, students are expected to dress in a manner that meets accepted standards of professionals in the field of health care. Students are expected to abide by the dress code for the hospital(s) and operating room(s) to which they are assigned.

USC student identification cards are provided to all SOM students and they are expected to be worn at all times while on campus. Identification cards are provided by the primary clinical training sites and may be provided by affiliated clinical sites. Appropriate ID must be while in the clinical areas and must be clearly visible at all times. Surgical scrub uniforms (furnished by the hospital) are to be worn only in the operating rooms or anesthetizing locations. White lab coats or other appropriate surgical cover coats must be worn over clean surgical attire when leaving the operating room suite. No scrub clothing is to be worn outside the hospital even if covered unless mandated by clinical responsibilities at remote anesthetizing locations. Disposable hair covers and shoe covers are to be removed before leaving the suite of operating rooms. Masks are to be removed and disposed after leaving the operating room and a new mask used each time an operating room is entered.

Students must refrain from wearing perfumes or strong smelling deodorants and colognes in both academic and clinical areas. Jewelry should be limited to a non-dangling watches and a simple wedding band. Students will be required to remove any dangling bracelets, earrings, pins or watches. Nails should be cut short and kept clean and neat at all times. No synthetic nails are allowed. Polish should be limited to clear or neutral tones. Hair must be kept clean and neat. In the operating room, a surgical hair cover must cover all hair. Beards must be kept trimmed, clean and neat at all times. They must be covered completely with a mask or face shield in the operating room. Students are expected to conform to the dress codes of affiliating hospitals. Failure to conform to those standards may be grounds for removal from the affiliated site and disciplinary action.

### **CONSENSUAL RELATIONS:**

Students should not enter into a consensual relationship with a faculty member, including clinical faculty at any site who exerts control or authority over any student. Situations of authority include, but are not limited to teaching, formal mentoring, clinical supervision, and exercising substantial responsibility for grades, honors, or degrees; and consideration of disciplinary action involving the student.

Faculty members should not accept authority over a student with whom he or she has or has had a consensual relationship. No faculty should participate in decisions pertaining to a student's grades, evaluation of clinical performance or consider disciplinary action involving the student with whom he or she has had a consensual relationship.

If a consensual relationship exists or develops between a student and Program or Clinical faculty the student must inform the Program Director or Assistant Program Director of the relationship, and the matter must be referred to the Graduate School Ombud.

### **SOCIAL MEDIA**

The USCSOM Graduate Program in Nurse Anesthesia acknowledges that social networking sites are a popular means of communication. Students who choose to use these websites must be aware that posting certain information is illegal. Violations of administrative policies and regulations (PHR, GHS or USCSOM) may expose the student to criminal and civil liability. Offenders may be subject to adverse academic actions including possible dismissal from the program. The following actions are deemed forbidden by the institutions and considered a violation of the Professional Policy of the USCSOM Graduate Program in Nurse Anesthesia.

- You may not present the personal health information of other individuals. Removal of an individual's name does not alone constitute proper de-identification of protected health information. Inclusion of data such as age, gender, race, diagnosis, date of evaluation, or type 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 a medical outreach trips) may still allow the reader to recognize the identity of a specific individual.
- You may not report private (protected) academic information of another student or trainee.

- You may not present yourself as an official representative or spokesperson for the institution.
- You may not represent yourself as another person, real or fictitious, or otherwise attempt to obscure your identity as a means to circumvent any prohibitions listed in the Student Professionalism Policy.

Other violations of the Student Professionalism Policy pertaining to the use of social media would include but are not limited to:

- Knowingly distributing false evidence, statements, or charges against another student, preceptor, or faculty/staff member.
- Using electronic channels of communication to disseminate inappropriate or uncivil comments regarding peers, preceptors, faculty or staff.
- Verbal, written or electronic insults to, or verbal attacks on, USC SOM, PHR, or GHS administration, faculty, preceptors, staff, or students.
- Threats or acts of physical violence to USC SOM, PHR or GHS administration, faculty, preceptors, staff, or students.
- Harassment, in any form, of USC SOM, PHR or GHS administration, faculty, staff, preceptor or students.
- Violating the confidentiality of a faculty committee by an elected student representative serving on that committee.

The USC Graduate Program in Nurse Anesthesia offers the following social media (Facebook™, Twitter™, blogs, etc.) use guidelines for students:

Avoid any activity on social media sites that could portray you, the Program, the faculty and/or preceptors, the University or the nurse anesthesia profession negatively. Some of the strongly discouraged actions include, but are not limited to:

- display of vulgarity through written comments, photos, and/or affiliations;
- display of language or photos that imply disrespect for any individual or group because of age, race, gender, ethnicity, or sexual orientation;
- display of photos or language that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity;
- posting of potentially inflammatory or unflattering material on another individual's website; and
- display of any language that degrades patients.

The actions mentioned above may be interpreted as a violation of the Student Professionalism Policy and therefore punishable according to that policy. This policy is not constructed to violate any constitutionally protected activity including speech, protest or assembly.

## **TIME AWAY FROM THE PROGRAM**

NA I students do not receive any personal days. Students will be assigned Program Time Off in conjunction with USC School of Medicine spring and fall semesters. Spring and Fall Breaks will be posted on the Master Schedule and Academic Calendar. Up to two weeks of PTO will be scheduled during Summer I Practicum with the total practicum time committed of no less than 10 weeks between Spring I and Fall I. Students return to clinical on the day after New Year's Day to begin year two (NA II) of the training program. PTO thereafter will be granted in accordance with policies set forth for second and third year (NA II and NA III) students. Sick leave during the first

year may result in academic ineligibility depending on the duration of the sick leave and the corresponding classroom commitment. Clinical absence due to illness during the first year must be made up at a time designated by the Program Director, Assistant Director and/or Clinical Coordinator. Sick time during NA I year may be made up during semester or semester breaks (to include Spring, Fall or Christmas breaks). Sick leave or absence in excess of 30 days during the final 15 months of the program must be made up prior to program completion in accordance with a method defined by the Program Director, Assistant Program Director or Clinical Coordinator. Students will not be allowed to take any more than seven (7) consecutive days without extenuating circumstances. Emergency LOA of more than seven (7) days may be granted but all time must be made up at the discretion of the Program Director.

### ***Second and third year students (NAII and NAIII)***

Students receive a total of 20 days of PTO beginning January 1 of year two and may be taken during the final 15 months of the educational program. No more than ten (10) days may be held until the end of the program; therefore, ten (10) days must be used prior to March 15<sup>th</sup> of the third year or forfeited. A personal day DOES NOT include New Year's Day, Independence Day, Labor Day, Thanksgiving Day or Christmas Day. All students may be required to work on at least one of the major holidays listed above. Absences due to illness will be deducted from PTO allotment. PTO requests must receive prior approval from the Program Director, Assistant Director, or Clinical Coordinator. PTO requests that interfere with scheduled classes may not be approved. Requests for PTO will be in accordance with the PTO request policy and procedure. Every attempt will be made to post schedules 20 days prior to the start of the new schedule. Requests submitted after the schedule is posted may or may not be granted. Time missed in excess of 20 days must be made up in full before being released to take the National Certification Examination unless extenuating circumstances approved by Program Director.

### **REQUESTS FOR TIME OFF**

All requested time off must be received in the office by the 15<sup>th</sup> of the month which falls two months ahead of the request. For example, requests for December must be submitted by October 15<sup>th</sup>. Requests for time off that interfere with scheduled classes may not be approved. If requests are received from students on the same rotation, these requests may be granted on a first come, first serve basis and at the discretion of the Clinical Coordinator or Assistant Director. Request for time off is highly discouraged and may not be approved during certain specialty rotations.

### **PROFESSIONAL LEAVE**

Professional leave for students to attend educational meetings may be granted at the discretion of the Program Director or Assistant Director. Leave that interferes with classes at the School of Medicine will not be granted.

Students are granted one (1) day of professional leave in order to write the Self-Evaluation Exam from the National Board on Certification and Recertification of Nurse Anesthetists. This day should be scheduled with the Program Director and/or Assistant Director in accordance with the process

for requesting vacation time. Time off for repeat testing is deducted from Program Time Off allotment.

### **LEAVE OF ABSENCE**

Leave of absence from the program may be granted by the Program Director for extenuating circumstances and in accordance with the policies of the University of South Carolina and the Graduate Program in Nurse Anesthesia. A leave of absence has the potential of delaying Program completion if clinical time, case criteria, or graduation requirements are not met. A leave of absence may not exceed one academic year.

### **EMERGENCY LEAVE DUE TO DEATH IN FAMILY**

Emergency leave may be granted up to three (3) consecutive days on the death of a member of the student's immediate family. Immediate family is defined as the spouse, parents, grandparents, brothers, sisters, children, grandchildren, or great-grandchildren of either the student or his/her spouse. Students may elect to take a leave of absence from the Program in extenuating circumstances. Time away from didactic courses will be handled by the Course Director for Basic Science or in the case of the clinical anesthesia courses by Program Faculty. Any clinical time missed for a death in the immediate family will be considered personal leave time or may be made up at the discretion of the Program Director or Assistant Director.

### **WITHDRAWAL**

Students may elect to withdraw from the Program. All withdrawals are subject to University policies and procedures with respect to grades posted on transcripts or tuition refunds. Any student, who withdraws and is terminated from the Nurse Anesthesia Program and subsequently wishes to return to the program, must make application to the Graduate School as a new applicant.

### **ATTENDANCE IN DIDACTIC COURSES**

Students are expected to attend and be on time for all classes and participate in all assigned simulation clinical experiences. Attendances at classes reflect reliability and accountability to the profession. In case of illnesses or other extenuating circumstances the student is expected to notify the course director prior to the class hour. The student will be responsible for all materials given to all students. Absences or tardiness on the day of exams are strongly discouraged. In the event of an absence or tardiness, make-up exams may be arranged at the discretion of the instructor and/or course director and may consist of a format other than that of the original exam. Each course director has the right to set additional criteria to attendances and tardiness.

### **ATTENDANCE IN CLINICAL PRACTICUM**

Students are expected to follow the “call in” procedures outlined during clinical orientation for unscheduled absences from the clinical area. Failure to properly notify an absence from the clinical area may result in forfeiture of up to 3 days of Program Time Off for each occurrence.

### **AFFILIATED SITES**

Students are responsible for travel to and from the assigned clinical sites. Housing arrangements have been made for assigned rotations that are located beyond a reasonable daily driving distance. Students are expected to comply with the specific requirements for each individual clinical site. Communication with clinical coordinators in advance of a clinical rotation is advised.

### **INCLEMENT WEATHER**

Inclement weather is defined as snow, ice, hurricanes, earthquakes, tornadoes or other unusual occurrence. Program Faculty will communicate decisions made by University officials regarding the meeting of classes. Course Directors will communicate changes in course schedules when classes are missed due to inclement weather. Students should always heed the advice of local authorities (University, government, and law enforcement officials) with respect to travel to and from classes or the clinical areas. When students have difficulty getting to the clinical area due to inclement weather, the Program Faculty in charge of students at each respective campus should be notified, and the call-in procedures followed as communicated during each site orientation. Failure to do so may result in a forfeiture of three (3) days of Program Time Off. Clinical time may be required to be made up at the discretion of the Program Faculty.

### **CHEMICAL DEPENDENCY**

All students will be required to comply with all policies and procedures related to chemical dependency from the USC School of Medicine, Palmetto Health Richland, Greenville Health System, and all affiliated clinical sites. Copies of the USC policy appear in the USC Graduate Bulletin, and in the Anesthesia departments of the primary and affiliated clinical sites. Students may be required to participate in random drug screening at the direction of the Program Director, Assistant Program Director and/or Clinical Coordinator(s). Students enrolled in the Graduate Program in Nurse Anesthesia are expected to maintain drug free status at all times. Failure to prove negative drug free status results in immediate dismissal from the program.

### **PREGNANCY**

All reasonable accommodations will be made for pregnant students but because of the basic physical demands and requirements of the program, it is imperative that a student report her pregnancy to the Director immediately. It shall be the students' decision, on advice of her physician, whether to continue the program. Anesthesia related tasks may not be rescheduled. The student will be required to confirm her desire to complete her course work. Students may be allowed leave of absence up to six (6) months for delivery and / or medical concerns with the pregnancy if the student is in good standing in both clinical and didactic course work. All clinical time missed during the absence must be made up completely upon return to the program and may require an extension of the time allocated for completion of the educational program. Male students may be allowed time off not to exceed seven days for the birth of their child. This time is considered personal time off

and will be deducted from the 30 days. Time off during the NA I year will be made up in accordance with the policies for NA I students.

### **BLOODBORNE PATHOGENS**

Students are expected to wear protective eyewear and use universal precautions whenever they are in the clinical area. Eyewear must include splash protection above the brow and on the sides. The standards are set by the Occupational Safety and Health Administration (OSHA). In case of an incidental exposure, students should report the incident immediately to the School of Medicine Student/Employee Health Nurse clinical coordinator or clinical site employee health. Students are expected to review and demonstrate competency with respect to blood borne pathogens annually at the direction of the Student/Employee Health Nurse at the School of Medicine.

### **CHANGE OF STATUS**

**Students are required to notify the Program Director when changes are made in addresses, telephone numbers, or email addresses.** In the case of marriage or divorce, whenever a name change occurs, an official copy of the marriage certificate or divorce decree indicating the name change should be submitted to the Graduate School and the University Registrar.

Students are responsible for notifying the State Board of Nursing, the American Association of Nurse Anesthetists, and the National Board for Certification and Recertification for Nurse Anesthetists of changes in status.