TITLE 848 INDIANA STATE BOARD OF NURSING

NOTE: Originally adopted by the Board of Nurses' Registration and Nursing Education. Name changed by P.L.169-1985, SECTION 67 (IC 25-23-1-2), effective July 1, 1985.

ARTICLE 1. REGISTERED NURSES AND PRACTICAL NURSES

Rule 1. Definitions; Administration

848 IAC 1-1-1 Evaluation of credentials (Repealed)

Sec. 1. *(Repealed by Indiana State Board of Nursing; filed Mar 18, 1980, 4:00 pm: 3 IR 964)*

848 IAC 1-1-2 Definitions (Repealed)

Sec. 2. *(Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

848 IAC 1-1-2.1 Definitions

Authority: IC 25-23-1-7
Affected: IC 25-23-1-1

Sec. 2.1. The following definitions apply throughout this article:
(1) "Approved" or "accredited", terms used interchangeably, means those programs that have met requirements of the board. The term also includes approval granted by voluntary, regional, and other state agencies.
(2) "Associate degree program" means an educational program leading to an associate degree in nursing, conducted by an educational unit in nursing, within the structure of a college or university.
(3) "Audit" means attending a class or course without receiving credit.
(4) "Baccalaureate degree program" means an educational program leading to a baccalaureate degree in nursing conducted by an educational unit in nursing within the structure of a senior college or university.
(5) "Board" means the Indiana state board of nursing.
(6) "Clinical experience" means the learning experiences provided in facilities appropriate to the curriculum objectives.
(7) "Clinical preceptor" means an individual employed by the cooperating agency who also has the responsibility to supervise one (1) student at a time in the clinical facility.
(8) "Controlling organization" means the agency that assumes the responsibility for overall administration of the program.
(9) "Cooperating agency" means an institution that cooperates with the nursing program to provide facilities for the clinical experiences of students.
(10) "Curriculum" means the whole body of courses offered in the nursing program.
(11) "Deeming authority" means a recognized accrediting organization that has been approved to conduct accreditation surveys and issue accreditation decisions of acute care hospitals by the Center for Medicare and Medicaid Services (CMS).
(12) "Diploma program" means an educational program leading to a diploma in registered nursing.
(13) "Director" means the registered nurse who is delegated responsibility for the implementation and administration of the nursing program regardless of the official title in any specific institution.
(14) "Enroll" means to matriculate and attend a class or course for the purpose of receiving credit.
(15) "Faculty" means individuals employed to administer and to teach in the educational program.
(16) "May" indicates discretionary use.
(17) "Practical nursing program" means an educational program leading to a diploma or certificate in practical nursing conducted by an educational institution or hospital.
(18) "Primary state of residence" means the state of an individual's declared fixed permanent and principal home for legal purposes; domicile.
(19) "Program" means the curriculum and all the supporting activities organized independently, under an educational institution or hospital, to prepare students for nursing licensure and the practice of nursing.

(20) "Rate of successful completion" means the annual number of first time U.S. educated and U.S. territory candidates who successfully complete the National Council Licensure examination and is computed annually from January 1 through December 31.

(21) "Rule" or "requirement" means a mandatory standard, which a program shall meet in order to be accredited.

(22) "Shall" indicates a mandatory rule, regulation, or requirement.

(23) "Should" indicates a recommendation.

(24) "Survey visit" means an on-site visit of a nursing program, including clinical facilities by a designated representative of the board for the purpose of evaluating the program of learning.

(Indiana State Board of Nursing; 848 IAC 1-1-2.1; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4525; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Jun 23, 2003, 4:12 p.m.: 26 IR 3652, eff Jul 1, 2003 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #02-247 was filed Jun 23, 2003.]; filed Sep 13, 2004, 9:45 a.m.: 28 IR 593; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-1-3 Accreditation (Repealed)

Sec. 3. *(Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

848 IAC 1-1-4 Criteria for accreditation (Repealed)

Sec. 4. *(Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

848 IAC 1-1-5 Appeals

Authority: IC 25-23-1-7
Affected: IC 4-21.5

Sec. 5. Appeals before the Indiana state board of nursing are governed by the Indiana Administrative Orders and Procedures Act (AOPA) under IC 4-21.5. *(Indiana State Board of Nursing; Reg 5; filed Jul 18, 1977, 8:55 a.m.: Rules and Regs. 1978, p. 611; readopted filed Nov 21, 2001, 10:23 a.m.: 25 IR 1326; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-6 Licensure by examination

Authority: IC 25-23-1-7
Affected: IC 25-23-1-11; IC 25-23-1-12

Sec. 6. (a) Any person who makes application to the board for a license shall submit to the board written evidence, verified by oath, that the registered nurse applicant meets the requirements of IC 25-23-1-11 and the licensed practical nurse applicant meets the requirements of IC 25-23-1-12.

(b) A copy of a marriage certificate or court order shall be submitted by a candidate who wishes to change her or his name after the application is filed.

(c) Candidates shall present the authorization to test and a photo identification for entrance to the testing center.

(d) The required Indiana passing criteria for the licensure examination is set by the National Council of State Boards of Nursing using the computerized adaptive testing methodology.

(e) An applicant may take the examination at any testing center in the United States approved by the National Council for State Boards of Nursing. An authorization to test must be provided by the Indiana board before testing.

(f) Graduates of foreign schools of nursing shall meet the following qualifications before being licensed in Indiana:

(1) Be licensed in the territory or country in which they graduated.

(2) Meet the qualifications required in Indiana as determined by the board.

(3) Obtain the official records from the territory or country in which the applicant graduated verifying academic

qualifications or be referred to state accredited nursing programs to establish the necessary credits if the original records are unobtainable.

(4) Show evidence of having passed the examination prepared by the commission on graduates of foreign nursing schools.

(5) Pass the appropriate nurse licensing examination in Indiana.

(g) Requirements for unsuccessful candidates are as follows:

(1) Any candidate who fails the Indiana licensing examination shall not be licensed until she or he has passed the licensing examination.

(2) A complete application shall be submitted each time an examination is taken.

(3) The full examination fee shall be charged for each reexamination.

(4) A candidate who has failed the licensing examination (in any jurisdiction) should undertake a special study program before retaking the examination. This study program may include one (1) or all of the following:

(A) Auditing nursing courses at an approved program in nursing.

(B) A self-study program, such as review of course work or professional reading.

(C) Tutoring.

(D) Reenrollment in a state-accredited program of nursing.

(h) Written informed consent from the candidate is necessary before individual licensing examination scores are released to anyone other than the candidate.

(i) Candidates applying for the practical nursing licensing examination shall be required to meet the board's curricular requirements for the program in practical nursing as stated in the rules in effect at the time of their graduation. Candidates applying for the registered nursing licensing examination shall be required to meet the board's curricular requirements for the program in registered nursing as stated in the rules in effect at the time of their graduation. *(Indiana State Board of Nursing; Reg 6; filed Mar 1, 1978, 8:51 a.m.: Rules and Regs. 1979, p. 162; filed Mar 18, 1980, 4:00 p.m.: 3 IR 961; filed Feb 18, 1982, 2:18 p.m.: 5 IR 735; filed Mar 29, 1985, 10:43 a.m.: 8 IR 1026; filed Sep 12, 1985, 3:27 p.m.: 9 IR 287; readopted filed Nov 21, 2001, 10:23 a.m.: 25 IR 1326; filed Jun 23, 2003, 4:12 p.m.: 26 IR 3653, eff Jul 1, 2003 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #02-247 was filed Jun 23, 2003.]; filed Mar 16, 2005, 11:50 a.m.: 28 IR 2383; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-7 Licensure by endorsement

Authority: IC 25-23-1-7
Affected: IC 25-23-1-11; IC 25-23-1-12

Sec. 7. (a) An applicant for licensure as a practical nurse who was originally licensed by the National Council Licensing Examination (NCLEX®) or the State Board Test Pool Examination (SBTPE) in another jurisdiction will be accepted for registration in Indiana by endorsement from the board that granted the original license if the applicant meets the following qualifications:

(1) Is of good moral character.

(2) Has graduated from:

(A) high school or the equivalent thereof; and

(B) a state approved program in practical nursing.

(b) An applicant for licensure as a registered nurse who was originally licensed by the NCLEX® or the SBTPE in another jurisdiction will be accepted for registration in Indiana by endorsement from the board that granted the original license if the applicant meets the following qualifications:

(1) Is of good moral character.

(2) Has graduated from:

(A) high school or the equivalent thereof; and

(B) a state approved program in registered nursing.

(c) Applicants who are graduates of foreign schools of nursing are eligible for Indiana practical nursing licensure by endorsement provided that the following conditions are met:

(1) Have:

(A) written and passed the NCLEX® or the SBTPE in another jurisdiction or country; and

(B) achieved Indiana's passing scores in all areas.

(2) Submit:

(A) copies of all scholastic records; and

(B) proof of:

(i) good moral character;

(ii) high school graduation or equivalent thereof; and

(iii) having graduated from a program that meets the board's curricular requirements for a program in practical nursing as stated in the rules in effect at the time of their graduation with concurrent theory and clinical experience in all areas.

(d) Applicants who are graduates of foreign schools of nursing are eligible for Indiana registered nursing licensure by endorsement provided that the following conditions are met:

(1) Have:

(A) written and passed the NCLEX® or the SBTPE in another jurisdiction or country;

(B) achieved Indiana's passing scores in all areas; and

(C) licensure in another jurisdiction.

(2) Submit:

(A) copies of all scholastic records; and

(B) proof of:

(i) good moral character;

(ii) high school graduation or equivalent thereof; and

(iii) having graduated from a program that meets the board's curricular requirements for a program in registered nursing as stated in the rules in effect at the time of their graduation with concurrent theory and clinical experience in all areas.

(e) The completed application accompanied by the fee, photograph, and proof of current licensure in another jurisdiction shall be submitted to the Indiana board of nursing. The fee is nonrefundable. *(Indiana State Board of Nursing; Reg 7; filed Mar 1, 1978, 8:51 a.m.: Rules and Regs. 1979, p. 165; filed Mar 18, 1980, 4:00 p.m.: 3 IR 963; filed Mar 29, 1985, 10:43 a.m.: 8 IR 1028; readopted filed Nov 21, 2001, 10:23 a.m.: 25 IR 1327; filed Jun 23, 2003, 4:12 p.m.: 26 IR 3654, eff Jul 1, 2003 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #02-247 was filed Jun 23, 2003.]; filed Mar 16, 2005, 11:50 a.m.: 28 IR 2384; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-8 Renewal of license

Authority: IC 25-23-1-7
Affected: IC 25-23-1-16.1

Sec. 8. (8.1) The application form and instructions for renewal of the license to practice nursing will be mailed in odd numbered years to registered nurse licensees and in even numbered years to practical nurse licensees.

(8.2) Applicants for renewal of license shall pay a renewal fee.

(8.3) Applications for renewal shall be mailed to the last known address of the licensee. Failure to receive the application for renewal shall not relieve the licensee of the responsibility for renewing the license by the renewal date. *(Indiana State Board of Nursing; Reg 8; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 166; filed Mar 29, 1985, 10:43 am: 8 IR 1028; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-9 Inactive status (Repealed)

Sec. 9. *(Repealed by Indiana State Board of Nursing; filed Dec 19, 1996, 10:00 a.m.: 20 IR 1122)*

848 IAC 1-1-10 Duplicate license

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7; IC 25-23-1-16.1

Sec. 10. (a) The licensee shall report, in writing, on the form supplied by the board, the loss of the original certificate of licensure or the biennial renewal license.

(b) A license that has been lost or destroyed shall be replaced upon proper identification of the registrant. *(Indiana State Board of Nursing; Reg 10; filed Mar 1, 1978, 8:51 a.m.: Rules and Regs. 1979, p. 166; filed Mar 29, 1985, 10:43 a.m.: 8 IR 1028; readopted filed Nov 21, 2001, 10:23 a.m.: 25 IR 1328; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-11 Name change

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7; IC 25-23-1-16.1

Sec. 11. CHANGE OF NAME. (11.1) If a change of name is requested, licensee shall submit a copy of a marriage certificate or court order. Licensees may maintain the legal name of preference. *(Indiana State Board of Nursing; Reg 11; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 166; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-12 Failure to renew license; reinstatement (Repealed)

Sec. 12. *(Repealed by Indiana State Board of Nursing; filed Dec 19, 1996, 10:00 a.m.: 20 IR 1122)*

848 IAC 1-1-13 Employment conditions; enforcement powers and duties; records and reports

Authority: IC 25-23-1-7
Affected: IC 4-1-6; IC 25-23-1-7; IC 25-23-1-16.1

Sec. 13. Any person who practices or offers to practice nursing as either a registered or licensed practical nurse in Indiana shall hold a current Indiana license as proof of their legal authorization to practice.

(b) The Indiana board of nursing (board) shall be responsible for the following:

(1) The verification of licensure of nurses to employers of nurses.

(2) Initiating appropriate action as authorized by the Nurse Practice Act under IC 25-23-1 on reports to the board concerning incidents involving a licensee that may be cause for disciplinary action.

(3) Assuring that imposters are not functioning in roles normally assumed by the licensed nurse.

(4) Carrying out the duties of the board in compliance with the Fair Information Practice Act under IC 4-1-6.

(Indiana State Board of Nursing; Reg 13; filed Mar 1, 1978, 8:51 a.m.: Rules and Regs. 1979, p. 167; readopted filed Nov 21, 2001, 10:23 a.m.: 25 IR 1328; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-1-14 Fees

Authority: IC 25-1-8-2; IC 25-23-1-7
Affected: IC 25-1-8-6; IC 25-23-1-10.5

Sec. 14. (a) The fee for licensure by examination is the cost equal to the fee charged by the national provider of the exam and an additional administrative fee of fifty dollars ($50) for the registered nurse examination or fifty dollars ($50) for the practical nurse examination.

(b) The fee for licensure by endorsement is fifty dollars ($50).

(c) Verification of licensure to another state or jurisdiction shall be obtained through Nursys, the nurse license verification

system of the National Council of State Boards of Nursing, Inc., 35331 Eagle Way, Chicago, Illinois 60678-1353, http://www.ncsbn.org. The individual requesting verification of licensure is responsible for paying the fee assessed by Nursys.

(d) If verification is not available through Nursys, the fee for verification of licensure to another state or jurisdiction is ten dollars ($10).

(e) The fee for licensure renewal is fifty dollars ($50) for the biennium or any part thereof.

(f) The penalty fee for late renewals is as established by the health professions bureau.

(g) The fee for a temporary permit to practice nursing as an applicant awaiting licensure by endorsement, pursuant to IC 25-23-1-10.5, is ten dollars ($10).

(h) The fee for a duplicate wall certificate is ten dollars ($10).

(i) The filing fee for a multistate licensure privilege form is twenty-five dollars ($25).

(j) The fee for updating the multistate licensure privilege form is twenty-five dollars ($25) per biennium.

(k) The fee for reinstatement of a license invalidated under IC 25-23.2-3-4 *[IC 25-23.2 was repealed by P.L.1-2007, SECTION 248, effective March 30, 2007.]* is to be determined by IC 25-1-8-6. *(Indiana State Board of Nursing; 848 IAC 1-1-14; filed Mar 29, 1985, 10:43 a.m.: 8 IR 1028; filed Sep 12, 1985, 3:29 p.m.: 9 IR 289; filed Jun 6, 1996, 9:00 a.m.: 19 IR 3105; readopted filed Jul 30, 2001, 2:07 p.m.: 24 IR 4237; filed Jun 17, 2003, 8:50 a.m.: 26 IR 3651; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-1-15 Temporary permits

Authority: IC 25-23-1-7
Affected: IC 25-23-1-11; IC 25-23-1-12

Sec. 15. (a) The board may issue a temporary permit to practice nursing to an applicant awaiting licensure by endorsement providing the following conditions are met:

(1) The applicant meets the requirements for licensure pursuant to IC 25-23-1-11 or IC 25-23-1-12.

(2) A completed application for licensure by endorsement is submitted.

(3) Proof of current licensure in another state is submitted.

(4) The fee for licensure by endorsement is submitted.

(5) The application for temporary permit is submitted.

(6) The fee for temporary permit is submitted.

(b) The temporary permit will be valid for sixty (60) days after issuance or until notice of denial of licensure by the board. *(Indiana State Board of Nursing; 848 IAC 1-1-15; filed Sep 12, 1985, 3:29 p.m.: 9 IR 289; filed Dec 19, 1996, 11:00 a.m.: 20 IR 1122; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

Rule 2. Accreditation

848 IAC 1-2-1 Opening a program

Authority: IC 25-23-1-7
Affected: IC 25-23-1

Sec. 1. (a) A controlling organization wishing to open a state accredited nursing program shall submit a letter of intent to the board six (6) months prior to the anticipated admission of its first group of students, which shall include the following:

(1) Expansion plans of the existing programs within a fifty (50) mile radius.

(2) Nursing manpower studies documenting the need for the program.

(b) The controlling organization shall submit a completed application on forms provided by the board and shall request a personal appearance before the board. The application shall include documented evidence of resources and needs necessary to start a program. This documentation shall include the following:

(1) Availability of qualified faculty.

(2) Budgeted faculty positions.

(3) Availability of adequate clinical facilities for the program.
(4) Availability of adequate academic facilities for the program.
(5) Evidence of financial resources adequate for the planning, implementation, and continuation of the program.
(c) The board shall meet with representatives of the controlling organization for review of documented evidence of need.
(d) The board requires that a program in nursing in a state assisted college or university be authorized by the Indiana commission for higher education.
(e) Prior to the board meeting, the proposed program site shall be visited by a representative of the board or a survey visitor appointed by the board, or both. The visitors shall meet with administrative personnel of the controlling institution and shall examine the academic and clinical facilities in terms of appropriateness for the implementation of the proposed program in nursing.
(f) After the meeting with the controlling organization, the board shall approve or disapprove the application for initial accreditation upon evidence:
(1) submitted in the application;
(2) presented at the meeting; and
(3) collected on the survey visit.
(g) If the program is approved for initial accreditation, the board shall stipulate the following:
(1) The maximum class size for the first year.
(2) The maximum number of classes to be admitted during the first year.
(3) Approved clinical facilities for the first year.
(4) The number and qualifications of nursing faculty.
(h) A second site visit shall be made by a representative of the board or a survey visitor appointed by the board, or both, at the end of the first year of the operation of the new program and again prior to granting full accreditation. *(Indiana State Board of Nursing; 848 IAC 1-2-1; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4526; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 594; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-2 Closing a program
Authority: IC 25-23-1-7
Affected: IC 25-23-1

Sec. 2. (a) Within thirty (30) days of a decision to close a state accredited nursing program, the controlling organization shall send a written notice to the board.
(b) The minimum legal standards for accreditation shall be maintained until the last student completes or leaves the program.
(c) The controlling organization shall be responsible for assisting students to transfer to accredited programs.
(d) The controlling organization shall provide for the safekeeping and accessibility of the program records of former students and graduates of the program. Plans for future custody of the records shall be documented in writing to the board. *(Indiana State Board of Nursing; 848 IAC 1-2-2; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-3 Purpose for accreditation
Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 3. The purpose for accreditation shall be as follows:
(1) To ensure the safe practice of nursing by setting legal standards for the programs preparing the practitioner.
(2) To certify minimal educational standards and practices for the preparation of:
(A) registered nurses; and
(B) licensed practical nurses.
(3) To assist in developing the programs of nursing education in accordance with sound social, educational, and professional

principles.

(4) To ensure continuous evaluation and improvement of educational programs in nursing.

(5) To keep the public informed by publishing a list of the institutions that conduct accredited programs of nursing education.

(Indiana State Board of Nursing; 848 IAC 1-2-3; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-4 Eligible programs

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 4. Eligible programs for purposes of accreditation shall be as follows:

(1) Registered nurse programs that prepare students for registered nurse licensure. The program shall award an associate's degree in nursing or a baccalaureate degree with a major in nursing or a diploma in nursing.

(2) Practical nursing programs that prepare students for practical nurse licensure. The program shall award a diploma or certificate in practical nursing.

(Indiana State Board of Nursing; 848 IAC 1-2-4; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-5 Accreditation status

Authority: IC 25-23-1-7
Affected: IC 25-23

Sec. 5. (a) Initial accreditation shall be granted to a new program that meets the regulations for opening a nursing program until the first class graduates.

(b) Full accreditation shall be granted to a program following the initial accreditation, providing it meets the following regulations for Indiana accredited programs in nursing:

(1) Criteria indicating a program's successful attainment of state standards shall include the rate of successful completion of the National Council Licensure Examination (NCLEX). If a program's annual rate of successful completion of the NCLEX is lower than one (1) standard deviation below the average national pass rate for first time U.S. educated and U.S. territory candidates for three (3) consecutive years, the program shall submit a report to the board outlining the following:

(A) Results of the faculty's review of factors that may have contributed to the low pass rate, including, but not limited to, the following:

(i) Curriculum content.
(ii) Curriculum design.
(iii) Outcome evaluation.
(iv) Admission policies.
(v) Progression policies.
(vi) Graduation policies and annual number of graduates for the period in question.
(vii) Factors of graduate performance documented by faculty to be outside the control of the program.

(B) The faculty's plan for correction with identified implementation dates and expected levels of achievement for any identified problems as result of evaluation.

(2) If the program's next annual rate of successful completion of the NCLEX is lower than one (1) standard deviation below the average national pass rate for first time U.S. educated and U.S. territory candidates, the board shall send a surveyor to review the program's ability to comply with this article. After review of the survey visit report and a meeting with the program representatives, the board shall determine the accreditation status.

(3) The accreditation status shall be communicated to the program in writing.

(c) Conditional accreditation shall be granted to a program that fails to maintain the legal requirements for accreditation.

Written notification from the board shall specify requirements to be met in order to comply with accreditation standards and a definite amount of time that will be given for the program to meet this article.

(d) The program shall be revisited by a representative of the board or a survey visitor appointed by board, or both, and be given an opportunity for a hearing before accreditation is withdrawn. Withdrawal of accreditation may occur if the program, which has been placed on conditional accreditation, fails to prove compliance with IC 25-23, this title, and any additional requirements imposed by the board. The program shall assist students in transferring to accredited programs. A program with accreditation that has been withdrawn may apply for reinstatement by following the procedure established in section 1 of this rule. *(Indiana State Board of Nursing; 848 IAC 1-2-5; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 594; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-6 Survey visits

Authority: IC 25-23-1-7
Affected: IC 25-23-1-21

Sec. 6. (a) All programs with full accreditation status shall be visited at regular intervals as determined by the board. The survey visitor or visitors shall evaluate the program's ability to meet the requirements of this article and prepare a written report for review and action by the board. Visits shall be conducted under impartial and objective conditions.

(b) The written report of the survey visit to the educational program is submitted to the director for review to permit comments for clarification by the director prior to board action.

(c) The final survey report accompanied by a written report of board action shall be sent to the administrative officer of the controlling agency. A copy shall be sent simultaneously to the director of the program.

(d) An institution used as a clinical facility for students may be visited by a representative or representatives of the board as part of the program survey.

(e) In lieu of a regular cycle survey visit, the board may elect to accept the results of an accreditation survey visit by a nationally recognized accrediting organization of nursing education, such as the accrediting organization recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. The program of nursing shall file:

(1) the response by the program to the survey visitors; and

(2) the final report including the action taken by the nationally recognized accrediting organization of nursing education programs.

(Indiana State Board of Nursing; 848 IAC 1-2-6; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 595; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-7 Eligible institutions

Authority: IC 25-23-1-7
Affected: IC 25-23-1-20

Sec. 7. (a) The program in nursing shall be incorporated or be a part of an incorporated institution.

(b) Educational institutions, colleges, or universities conducting a nursing program or with which a program of nursing is affiliated shall be accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools or the Indiana commission on proprietary education. Hospitals conducting a nursing program shall be accredited by an organization that has been granted deeming authority. Long term care facilities shall be licensed by the Indiana state department of health.

(c) The philosophy, mission, and objectives of the program in nursing shall be in accordance with this rule.

(d) There shall be assurance that the program can meet the requirements for Indiana accredited programs in nursing. *(Indiana State Board of Nursing; 848 IAC 1-2-7; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 596; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-8 Change of ownership

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 8. (a) The board shall be notified in writing of any changes in ownership of a program.

(b) Information shall include the following:

(1) The official name of the program.

(2) The organizational chart of the contracting agency.

(3) The names of administrative officials.

(c) The new controlling organization shall submit any change in curriculum to the board for approval prior to implementation. *(Indiana State Board of Nursing; 848 IAC 1-2-8; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 596; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-8.5 Transfer of program to another controlling organization

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 8.5. (a) A controlling organization transferring a state accredited nursing program from its control to that of another controlling organization shall submit to the board, in writing, within sixty (60) days of the decision to transfer the following:

(1) The terms and conditions or contractual arrangements of the transfer.

(2) The plan identifying the actions being taken to maintain the minimum legal standards for accreditation until completion of the transfer.

(3) The plan for student notification and program completion requirements.

(4) The plan to assist students to transfer to another accredited program if requested by a student.

(5) The provisions for the record retention and accessibility of former students and graduates of the program and the plan for future custody of those records.

(b) The controlling organization accepting the transfer of control shall submit documented evidence of resources necessary to support the program within sixty (60) days of the decision to accept the transferring program. This documentation shall include the following:

(1) Availability of qualified faculty.

(2) Budgeted faculty positions and faculty-student ratio.

(3) Availability of adequate clinical facilities for the program.

(4) Availability of adequate academic facilities for the program.

(5) Evidence of financial resources adequate for the implementation and continuation of the program.

(c) The board shall meet with representatives of both controlling organizations for review of documented evidence of agreements and resources.

(d) The board requires that a program in nursing in a state assisted college or university be authorized by the Indiana commission for higher education to transfer control from one (1) state assisted college or university to another state assisted college or university.

(e) Prior to board hearing and approval, the controlling organization accepting the program may be visited by a representative of the board or a survey visitor appointed by the board. The visitor shall meet with administrative personnel of the controlling organization accepting the program and shall examine the academic and clinical facilities in terms of appropriateness for the implementation of the program in nursing.

(f) After the hearing with the controlling organization accepting the transfer, the board shall approve or disapprove the transfer based upon evidence:

(1) submitted in the notification of transfer;

(2) presented at the hearing; and

(3) collected on the survey.

(g) The new controlling organization shall submit any change in curriculum to the board for approval prior to implementation. *(Indiana State Board of Nursing; 848 IAC 1-2-8.5; filed Sep 13, 2004, 9:45 a.m.: 28 IR 596; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-9 Philosophy, mission, and objectives

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 9. The philosophy, mission, and objectives of the program in nursing shall be as follows:
(1) Clearly defined in writing in the official records.
(2) Consistent with the philosophy and mission of the controlling institution.
(3) Formulated and accepted by the faculty.
(4) Inclusive of program beliefs regarding education, nursing, and the learning process.
(5) Descriptive of the practitioner to be prepared.
(6) The basis for planning, implementing, and evaluating the total program.
(7) Reviewed periodically and revised as necessary by the nursing faculty.
(Indiana State Board of Nursing; 848 IAC 1-2-9; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 597; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-10 Organization and administration

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 10. (a) Responsibility for developing and implementing the program in nursing shall be placed in the faculty of the nursing education unit.

(b) The institution shall have an effective plan of organization and administration appropriate to the purpose and implementation of the instructional program in nursing. There shall be an organizational chart of the:
(1) institution indicating the place of the nursing program; and
(2) nursing program.

(c) There shall be a controlling body that recognizes the program in nursing as an educational program and delegates authority to the chief administrative officer of the institution who, in turn, delegates authority to the program director.

(d) When a program director resigns, it is the responsibility of the administration of the controlling organization to inform the board in writing within thirty (30) days of notification of the following:
(1) Intended resignation.
(2) Effective date.
(3) Plans for filling the position.

(e) The program in nursing shall be assured of stable, financial resources adequate for and effectively allocated to support its educational activities. There shall be a budget prepared in accordance with sound educational and financial practices. The financial statement shall give a clear picture of the status of the program. The program director, with documentation of faculty input, shall have the following responsibilities relating to the financial operation of the program in nursing:
(1) Preparing the budget for one (1) year in advance of the fiscal period and recommending it to the proper authorities.
(2) Controlling the use of the approved budget through an accurate system of records.
(3) Reviewing financial reports routinely and making necessary revisions.
(4) Consulting with proper authorities within the institution in regard to interpretation, preparation, and implementation of the budget.
(Indiana State Board of Nursing; 848 IAC 1-2-10; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 597; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-11 Admissions

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 11. (a) There shall be published policies for admission established by the nursing faculty.

(b) Students shall be selected on the basis of established criteria and in compliance with all applicable state and federal laws.

(c) There shall be well defined written policies governing payment and refund of tuition and other fees.

(d) The number of students admitted to a nursing education program shall be determined by the following:

(1) The number of qualified faculty.

(2) The availability of the following:

(A) Adequate educational facilities and resources.

(B) Appropriate clinical learning activities.

(e) An applicant shall be graduated from a state approved high school or its equivalent. A complete high school transcript shall be on file.

(f) A person who has qualified for equivalency to high school graduation on the basis of satisfactory completion of the general equivalency degree test (GED) shall be eligible for entrance to an Indiana accredited program in nursing upon proof of the following:

(1) A copy of the test results listing individual and total scores on the GED test shall be on file to validate satisfactory test completion.

(2) Satisfactory completion of college courses relevant to nursing may nullify unsatisfactory test scores.

(g) There shall be written policies regarding the following:

(1) The readmission of a student who:

(A) withdrew from the program; or

(B) failed required courses.

(2) The admission of a transfer student.

(Indiana State Board of Nursing; 848 IAC 1-2-11; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-12 Faculty

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 12. (a) The program in nursing shall provide and maintain a qualified faculty. The general qualifications for all nurse faculty members shall include the following:

(1) Graduation from an approved program of nursing accepted by the board.

(2) Current, unencumbered registered nurse licensed in Indiana.

(b) The personnel policies for faculty members shall be defined in writing.

(c) Faculty, other than registered nurses, who teach nonclinical nursing courses, including, but not limited to:

(1) issues and trends;

(2) nutrition;

(3) research;

(4) management; and

(5) statistics;

shall hold master's degrees in areas appropriate to the responsibilities inherent in the position.

(d) Clinical preceptorships may be used for the clinical experiences of students. When clinical preceptors are used, the following conditions shall be met:

(1) Written agreements between the cooperating agency and nursing program shall delineate the functions and responsibilities of the parties involved.

(2) Criteria for selecting clinical preceptors shall be developed and in writing.
(3) The clinical preceptors shall have the following minimum qualifications:
(A) Current licensure as a registered nurse.
(B) Three (3) years of experience as a registered nurse.
(4) Written clinical objectives shall be specific and shared with the clinical preceptor prior to the experience.
(5) The designated faculty member shall:
(A) be responsible for the learning experience of each student; and
(B) meet with each clinical preceptor and student for the purpose of monitoring and evaluating the learning experience.
(6) The designated faculty member shall be available by phone or in person when students are in the clinical area.
(7) A faculty member shall be responsible for coordinating the clinical preceptorships of no more than ten (10) students. *(Indiana State Board of Nursing; 848 IAC 1-2-12; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 598; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-13 Faculty qualifications; registered nurse programs
Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 13. (a) The director shall be a registered nurse with a minimum of a master's degree in nursing and be employed full-time, excluding vacations and holidays, during the enrollment period of the students. A doctoral degree is recommended. The director shall have experience in the following:
(1) The practice of nursing.
(2) Nursing education.
(3) Administration.
(b) The nurse faculty member shall have experience in the practice of nursing and hold a master's degree. The majority of the faculty shall hold master's degrees with majors in nursing. The remainder of the faculty shall hold master's degrees in a field appropriate to their teaching or clinical responsibilities. The majority of the faculty shall be full-time employees of the institution. The reappointment of a person who does not hold a master's degree in nursing shall be made only if that person, within one (1) year of initial appointment, has a written plan of study for degree completion and has matriculated in a college or university. Continuing reappointment of a person who does not hold a master's degree in nursing shall be contingent upon orderly progression toward degree completion. *(Indiana State Board of Nursing; 848 IAC 1-2-13; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 598; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-14 Faculty qualifications; licensed practical nurse programs
Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 14. (a) The director shall be a registered nurse with a minimum of a master's degree, preferably in nursing, and shall be employed full-time, excluding vacations and holidays, during the enrollment period of the students. A program director appointed prior to the promulgation of this rule shall be considered, except the director shall have experience in the following:
(1) The practice of nursing.
(2) Nursing education.
(3) Administration.
(b) The nurse faculty member shall have experience in the practice of nursing and hold a baccalaureate degree. The majority of the faculty shall hold baccalaureate degrees with majors in nursing. The remainder of the faculty shall hold baccalaureate degrees in a field appropriate to their teaching or clinical responsibilities. The majority of the faculty shall be full-time employees of the institution. *(Indiana State Board of Nursing; 848 IAC 1-2-14; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530; readopted filed Nov 6,*

2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 599; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-15 Student personnel services

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 15. Within the framework of the controlling institution, policies regulating student personnel services shall be delineated in writing, including, but not limited to, the following:

(1) Counseling and guidance.
(2) Health services.
(3) Financial aid.
(4) Housing.
(5) Student organization.
(6) Job placement.
(7) Liability insurance.

(Indiana State Board of Nursing; 848 IAC 1-2-15; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4531; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-16 Curriculum; all programs

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 16. (a) The:

(1) development;
(2) implementation;
(3) evaluation; and
(4) revision;

of the curriculum shall be the responsibility of the nursing faculty and shall be based on the stated philosophy and objectives of the program.

(b) The program shall provide an opportunity for the student to learn:

(1) facts;
(2) principles;
(3) concepts; and
(4) skills;

which ensure that each graduate meets the minimal qualifications essential for safety to practice as a licensed nurse.

(c) There shall be concurrent didactic instruction and clinical experiences in the care of patients from all age groups except when students repeat courses for failing or withdrawal. Those students may repeat the failed course by itself without also repeating the concurrent course.

(d) The clinical experiences shall be determined by the philosophy, mission, and objectives of the program.

(e) Classroom and clinical experiences shall be the responsibility of program faculty.

(f) Observational experiences shall be determined by the philosophy, mission, and objectives of the program. As used in this subsection, "observational experiences" means those experiences in which the student is in the role of observer. Observational experiences shall be:

(1) planned for and guided by the faculty, but may not require direct supervision; and
(2) included in the program's annual report to the board.

(g) There shall be an outline of the total curriculum showing the placement of courses according to:

(1) year and semester or term;

(2) the ratio of credits to hours; or

(3) the total number of hours.

(h) The school year shall be divided into definite terms with dates set for the beginning and ending of each. The dates shall be communicated to the students at the beginning of the academic year.

(i) Board approval shall be granted prior to the initiation of any major curriculum change. If the change is minor, in that it does not substantially alter the curriculum, it shall be reported to the board in writing in the program's annual report to the board.

(j) A major change, which would require the board's approval prior to implementation, includes the following:

(1) Major changes in philosophy, mission, or objectives.

(2) The number of credits required for successful completion of the program or the major in nursing.

(3) The number and type of general education courses.

(4) Relocation of the program or any of its components.

(5) Change in required clinical hours.

(6) Admission times.

(7) Progression options.

(8) Additions of satellite locations.

(k) There shall be a systematic written plan for program evaluation that is ongoing according to the time frame specified by the faculty. The findings from the systematic evaluation shall be used for development, maintenance, and revision of the program components. The written plan shall include, but is not limited to, the following:

(1) Philosophy, mission, and objectives of the nursing education program.

(2) Expected knowledge, skills, and abilities of the graduates.

(3) Teaching and learning experiences.

(4) Student evaluation of courses.

(5) Instructor evaluation of students.

(6) Pass rates on licensure examination.

(7) Follow-up studies of graduates' evaluation of the program of learning.

(8) Employment performance of graduates.

(Indiana State Board of Nursing; 848 IAC 1-2-16; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4531; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 599; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-17 Curriculum; registered nurse programs

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 17. (a) The length of a full-time program shall be a minimum of two (2) academic years or its equivalent.

(b) The curriculum shall provide instruction in the following areas:

(1) Physical and biological sciences, including content drawn from the areas of:

(A) anatomy;

(B) physiology;

(C) chemistry;

(D) microbiology;

(E) pharmacology;

(F) physics; and

(G) nutrition;

that may be integrated, combined, or presented as separate courses.

(2) Social and behavioral sciences shall include content drawn from the areas of:

(A) interpersonal communications, English composition, or speech;

(B) psychology; and

(C) sociology;

that may be integrated, combined, or presented as separate courses.
(3) The nursing content shall establish the following:
(A) Provide concurrent theory and clinical experience in the following areas:
(i) Adult nursing.
(ii) Maternity nursing.
(iii) Nursing of children.
(iv) Mental health nursing.
(v) Gerontological nursing.
(vi) For baccalaureate programs, community health nursing and research.
(B) Include:
(i) history;
(ii) trends;
(iii) legal aspects; and
(iv) ethical aspects;
of nursing that may be integrated, combined, or presented as separate courses.
(C) Include content about chemical substance abuse among professionals.
(D) Computer technology shall be integrated, combined, or presented as a separate course.
(E) Standard precautions education shall be integrated, combined, or presented as a separate course.
(Indiana State Board of Nursing; 848 IAC 1-2-17; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 600; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-18 Curriculum; licensed practical nurse program
Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 18. (a) The length of a full-time program shall be a minimum of one (1) calendar year or its equivalent.
(b) The curriculum shall provide instruction in the following areas:
(1) Physical and biological sciences, including content drawn from the areas of:
(A) anatomy;
(B) physiology;
(C) nutrition; and
(D) pharmacology;
that may be integrated, combined, or presented as separate courses.
(2) Social and behavioral sciences, including content drawn from the concepts of mental health that may be integrated, combined, or presented as separate courses.
(3) The nursing content shall establish the following:
(A) Provide concurrent theory and clinical experience in the following areas:
(i) Adult nursing.
(ii) Maternity nursing.
(iii) Nursing of children.
(iv) Gerontological nursing.
(B) Include:
(i) history;
(ii) trends;
(iii) legal aspects; and
(iv) ethical aspects;
of nursing that may be integrated, combined, or presented as separate courses.
(C) Include content about chemical substance abuse among professionals.

(D) Computer technology shall be integrated, combined, or presented as a separate course.

(E) Standard precautions education shall be integrated, combined, or presented as a separate course.

(Indiana State Board of Nursing; 848 IAC 1-2-18; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 600; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-19 Clinical experience; all programs

Authority: IC 25-23-1-7
Affected: IC 25-23-1-20

Sec. 19. (a) Clinical facilities used for learning experiences shall be approved by an organization that has been granted deeming authority or appropriate licensing bodies. Long term care facilities shall be licensed by the Indiana state department of health.

(b) There shall be written agreements between the program and any institution or agency, which is used for clinical experiences. Agreements shall state the responsibilities and privileges of both parties. Written agreements are not necessary for observational experiences.

(c) Nursing program faculty shall:

(1) assign;

(2) guide;

(3) evaluate; and

(4) supervise;

the learning activities of students in the clinical experience.

(d) The ratio of faculty to students shall be a maximum of 1:10 or any portion thereof in the clinical or observational experience, exclusive of the nurse director or coordinator. *(Indiana State Board of Nursing; 848 IAC 1-2-19; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 601; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-20 Educational resources

Authority: IC 25-23-1-7
Affected: IC 25-23-1-20

Sec. 20. (a) Classrooms, laboratories, and conference rooms shall be provided to meet the needs of the students.

(b) The library shall be adequate in size and have current holdings to meet the educational needs of the students and faculty. There shall be a variety of current audiovisual and computer aids for individual and group instruction. The annual budget shall provide for accessions to the library.

(c) Furnishings, supplies, and office equipment shall be provided for the director, faculty, and clerical staff.

(d) Adequate office space shall be provided for the director, faculty, and clerical staff.

(e) There shall be adequate support services and secretarial personnel to meet the needs of the program.

(f) There shall be adequate support for faculty development. *(Indiana State Board of Nursing; 848 IAC 1-2-20; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 601; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-21 Progression and graduation

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 21. (a) There shall be written requirements for progression and graduation prepared by the faculty of each program.

There shall be a written policy and procedure for academic probation and termination from the program. There shall be a code of conduct for students.

(b) The nursing program shall provide to enrolled students a student handbook that shall include all information specific to the nursing program.

(c) Candidates for the registered nurse licensing examination shall have successfully completed the educational program with an accumulative average grade of "C" or better, and a grade of "C" or better in each course as identified in section 17 of this rule.

(d) Candidates for the practical nurse licensing examination shall have successfully completed the educational program with a grade of "C" or better in each course. *(Indiana State Board of Nursing; 848 IAC 1-2-21; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 602; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

848 IAC 1-2-22 Records and program catalog

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 22. (a) There shall be a record system that provides for accurate recording of admission data and student academic records. Provisions shall be made for safe storage of records to prevent loss by destruction and unauthorized use.

(b) Individual student files, maintained by the program of nursing during the student's enrollment, shall include, at a minimum, the following:

(1) Documents required for admission.
(2) Results of performance evaluation relating to the student's progression or lack thereof.
(3) Documentation of standard precautions training.

(c) The institution must maintain in readily accessible form, or cause to be maintained in readily accessible form, sufficient records to generate an official student transcript for a period of sixty (60) years after the date the student attended the institution.

(d) Information about the program shall be published periodically, at least every two (2) years. The publication shall be dated and include the following:

(1) Philosophy, mission, and objectives of the nursing program.
(2) A general description of the program.
(3) The curriculum plan.
(4) Brief course descriptions.
(5) Facilities and conditions provided for student learning and welfare.
(6) Faculty information.
(7) A statement of tuition, fees, and refund policies.
(8) A statement regarding nondiscriminatory policies for student and faculty recruitment.
(9) A statement regarding student complaint and grievance procedures.
(10) Housing and residence facilities information.
(11) Admission, progression, and graduation policies.

(Indiana State Board of Nursing; 848 IAC 1-2-22; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 602; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-23 Reports to the board

Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 23. The director of the nursing program shall submit an annual report to the board on forms provided by the board. The report shall provide current data on the following:

(1) Administrative personnel, credit hours, and faculty to student ratios.
(2) Organizational, administrative, and physical changes.

(3) Any curriculum changes.
(4) Student statistics.
(5) A faculty list with a:
(A) completed faculty qualification record for each new member;
(B) supplemental qualification record for each faculty member pursuing a master's degree; and
(C) list of faculty no longer employed by the institution since the last annual report.
(6) A clinical agency list and a list of those agencies no longer used since the last annual report.
(7) An organizational chart for the nursing program and for the parent institution.
(Indiana State Board of Nursing; 848 IAC 1-2-23; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 602; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)

848 IAC 1-2-24 Records
Authority: IC 25-23-1-7
Affected: IC 25-23-1-7

Sec. 24. A copy of each annual report to the board, the program catalog, and nursing student handbook shall be maintained in the permanent records of the institution. *(Indiana State Board of Nursing; 848 IAC 1-2-24; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534; readopted filed Nov 6, 2001, 4:18 p.m.: 25 IR 939; filed Sep 13, 2004, 9:45 a.m.: 28 IR 603; readopted filed Jul 19, 2007, 12:54 p.m.: 20070808-IR-848070058RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-848130284RFA)*

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