The following are responses and corrections for the areas of concern noted by the Board of Directors:

1. The State of Indiana licenses practical nurses but not vocational nurses. The program needs to be consistently titled with correct terminology.

Leffler Academy has corrected the terminology for “vocational” to “practical”. Corrections made to pg. 13-14 of student handbook. Correction made to pg. 5 of BPE Application. Corrections made to ISBN Letter of Intent.

2. 848 IAC 1-2-17 (a) states that the length of a full-time practical nursing program shall be a minimum of one (1) calendar year or its equivalent.

Leffler Academy will run August to August with graduation one week after final completion day. For example, if August 3rd is the start date, the end date would be August 3rd with graduation one week after August 3rd. This gives the example of the school calendar length with the start/end date, school calendar to be posted a year in advance for the following calendar year.

Leffler Academy is set to start on August 24th, 2020, end August 27th, 2021, with graduation scheduled September 4th, 2021. LIVE NCLEX review August 30th-September 3rd with ATI, approval of “Green Light” must be achieved before authorized to test for NCLEX (Safeguard to ensure students are ready to test (NCLEX)).

Semester One: Fundamental Unit (August-December)

Semester Two: Progressive Unit (June-May)

Summer Semester: Transition to Role Unit (June-August)

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<th>Credit Hours</th>
<th>Didactic Hours</th>
<th>Clinical Hours</th>
<th>Simulation Hours</th>
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<td><strong>Total Credit Hours</strong></td>
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3. The statue requires that the curriculum for a practical nursing program include social sciences and computer technology.

Course Description revamped to include the above remarks for NUR 100:
Computer Technology was added to NUR 100 Contemporary Practical Nursing Course. Students will learn how to work computer software; PowerPoint Presentations, Word Documents, EXCEL Documents. The students will gain a basic understanding and knowledge on these programs and utilized throughout the entire curriculum. Electronic Charting will be taught throughout the curriculum during clinical and simulation experiences.

- **NUR 100 Contemporary Practical Nursing I (3cr) (15 Didactic Hours)**
  This course is to provide a basic introduction to the nursing profession with an emphasis on life-long learning, leadership skills, and career planning. While the importance of medical knowledge, nursing skills, and the value of service to others is woven throughout the text, the focus remains on helping students develop the management, collaborative, and problem-solving skills necessary for success. Content includes communicating effectively, working as a member of a team, confronting challenges and complexities in the workplace, and moving forward into leadership roles. Computer Technology will be incorporated into the course. Students will learn how to work computer software; PowerPoint Presentations, Word Documents, EXCEL Documents. The students will gain a basic understanding and knowledge on these programs and utilized throughout the entire curriculum.

Social Science Course is NUR 201 Human Growth & Development.

Revised Course Description:

- **NUR 201 Human Growth & Development (3cr) (30 Didactic Hours)**
  This course is a study of the development of the individual from conception through adulthood. Theories and factual content underlying current thinking and research are examined, as well as the processes and influences affecting the developing person. The focus is on biological, social, psychological, emotional, and intellectual aspects across the lifespan, and individual application is emphasized.

4. The curriculum does not identify the hours that apply to each sub-section. The number of hours for Anatomy and physiology, nutrition, mental health, growth & development need to be identified separately.

All courses are now laid out with full course descriptions, cr hours, didactic hours, lab/simulation hours (if required), and clinical hours (if required). Everything is clearly labeled and identified for the stakeholders.

5. Anatomy and physiology are usually presented in 2 stages (I & II).

Correction made to BPE Application & Student Handbook.

- **APY 101 Anatomy & Pathophysiology (3cr) (30 Didactic Hours (2cr), 10 Lab Hours (1cr))**
First of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

- **APY 102 Anatomy & Pathophysiology (3cr) (32 Didactic Hours)**
  Second in a two-course sequence examining the terminology, structure, function, and interdependence of systems within the human body. This course includes a study of circulatory, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, and reproductive systems. Discussion includes the application of nutrition, fluid, electrolyte and acid base balance, and genetics.

6. The clinical hours for each course needs to be identified.

The clinical hours are now identified in the course descriptions. Clinical Experiences will vary from acute care, skilled nursing facilities, school nurses & Headstart through k-12 school system, nursing homes, long-term care facilities.

7. The foundation for the presentation of mental health in the first unit needs to be identified.

Metal Health hours are now identified in the course description, and a description of the mental health content is identified in the course description.

- **NUR 101 Fundamental Nursing Skills & Concepts (4cr) (100 Didactic Hours, 20 Didactic Hours Mental Health, 40 Simulation/Lab Hours, 32 clinical hours)**
  This course offers the student to learn theoretical nursing concepts, step-by-step skills and procedures, and clinical applications, all while applying philosophical concepts focusing on the human experience such as caring as the essence of nursing, supportive health care provider networks, and accountability for actions and clinical decisions. The nursing process will be introduced.

  Principles of mental health nursing will be discussed with treatment options available. Students will learn the purpose and skill of interpersonal communication techniques through various didactic and experiential methods. Coverage will include documentation and verbal and non-verbal communications, along with time management, self-management and successful work practices Electronic Charting will be taught throughout the curriculum during clinical and simulation experiences.

8. The majority of PN graduates find employment in long term or rehabilitation facilities. The number of didactic hours listed for Pediatrics/OB is 25% greater than that for Gerontological nursing.
Revision to both courses, OB/PEDS decreased to 3cr with less clinical time and Gerontological increased to 4cr with increased clinical time:

- **NUR 203 Introductory Maternity & Pediatric Nursing (3cr) (30 Didactic Hours, 30 clinical hours (15 OB & 15 Peds)).**
  This course focuses on a combination of Maternity and Pediatric nursing with opportunity to apply concepts of nursing care to the childbearing family and growth & development of ages birth through late adolescence. The framework is constructed around utilizing the nursing process. The knowledge of the processes involved in antenatal, intrapartum, postpartal, and neonatal periods in uncomplicated and high-risk patients. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.

- **NUR 302 Gerontological Nursing (4cr) (50 Didactic Hours, 60 Clinical Hours, 10 Simulation Hours)**
  This course focuses on the content that students need to know for effective practice, engaging, evidence-based coverage of the aging process, factors contributing to healthy aging, and unique aspects of disease presentation and management in older adults. To help students meet the challenges of this increasingly diverse population, and an acclaimed holistic approach through insightful coverage of the psychosocial, legal, ethical, and spiritual elements of patient care. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.

9. Medical Terminology is too heavy weighted in comparison with the entire curriculum. Medical terminology should be reduced while communications and psychology classes should be added.

Med Term decreased to a 2cr hour course and Human Growth & Development course description revised to encompass social/psychology requirements:

- **MED 100 Medical Terminology (2cr) (25 Didactic Hours)**
  This course helps readers develop a fundamental knowledge of the medical terminology necessary for a career in any health care setting.

- **NUR 201 Human Growth & Development (3cr) (30 Didactic Hours)**
  This course is a study of the development of the individual from conception through adulthood. Theories and factual content underlying current thinking and research are examined, as well as the processes and influences affecting the developing person. The focus is on biological, social, psychological, emotional, and intellectual aspects across the lifespan, and individual application is emphasized.
10. The curriculum needs to include nursing process, the foundation for all nursing practice in the curriculum.

The foundation for the nursing process was identified throughout the curriculum:

Introduced here:

- **NUR 101 Fundamental Nursing Skills & Concepts (4cr) (100 Didactic Hours, 20 Didactic Hours Mental Health, 40 Simulation/Lab Hours, 32 clinical hours)**

  This course offers the student to learn theoretical nursing concepts, step-by-step skills and procedures, and clinical applications, all while applying philosophical concepts focusing on the human experience such as caring as the essence of nursing, supportive health care provider networks, and accountability for actions and clinical decisions. The nursing process will be introduced.

  Principles of mental health nursing will be discussed with treatment options available. Students will learn the purpose and skill of interpersonal communication techniques through various didactic and experiential methods. Coverage will include documentation and verbal and non-verbal communications, along with time management, self-management and successful work practices Electronic Charting will be taught throughout the curriculum during clinical and simulation experiences.

Implemented and refined:

- **NUR 200 Medical-Surgical Adult Health & Illness I (5cr) (100 Didactic Hours, 210 Clinical Hours, 24 Simulation Hours)**

  This course focuses on basic concepts common to the promotion of health in a patient. Concepts of Fluid & Electrolyte balances, skin care and disorders, immobility issues, pain (acute & chronic), immune system, and care for a surgical or hospitalized patient. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.

- **NUR 203 Introductory Maternity & Pediatric Nursing (3cr) (30 Didactic Hours, 30 clinical hours (15 OB & 15 Peds)).**

  This course focuses on a combination of Maternity and Pediatric nursing with opportunity to apply concepts of nursing care to the childbearing family and growth & development of ages birth through late adolescence. The framework is constructed around utilizing the nursing process. The knowledge of the processes involved in antenatal, intrapartum, postpartal, and neonatal periods in uncomplicated and high-risk patients. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.
• **NUR 300 Medical-Surgical Adult Health & Illness II (5cr) (60 Didactic Hours, 100 Clinical Hours, 20 Simulation Hours).**
   This course focuses on the principles of Medical-Surgical Adult Health & Illness I and continues to develop the knowledge in the student. Once completed, the student should possess the medical-surgical adult health & illness competencies expected of a novice practical nurse. Knowledge focused on student caring for the acute-care medical surgical patient. Systems include diseased conditions of cardiac system, blood disorders, nervous system, endocrine, reproductive systems, and patients needing emergency care and appropriate care of the practical nurse. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.

• **NUR 302 Gerontological Nursing (4cr) (50 Didactic Hours, 60 Clinical Hours, 10 Simulation Hours)**
   This course focuses on the content that students need to know for effective practice, engaging, evidence-based coverage of the aging process, factors contributing to healthy aging, and unique aspects of disease presentation and management in older adults. To help students meet the challenges of this increasingly diverse population, and an acclaimed holistic approach through insightful coverage of the psychosocial, legal, ethical, and spiritual elements of patient care. The nursing process foundation will be implemented through care plans for patient care, through patient care assignments, individualized clinical experiences, and pre/post conferences.

11. The clinical simulation is 2:1 versus actual practice.

Overview of entire curriculum:

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