



Associate in Science Nursing
Program Student Handbook
2026-2027

Table of Contents

Associate in Science Nursing Program Student Handbook	1
Table of Contents.....	2
Program Contacts	8
Section 1 - Overview	10
Program Overview.....	10
Program Goals and Objectives.....	10
Program Learning Outcomes.....	10
Program Semester Themes.....	10
Program Mission	10
Program Vision.....	10
Program Values.....	10
Program Philosophy	11
Program Organizing Framework.....	11
Program Domains of Instruction	12
Yuba College Nursing Curriculum for students who started Spring 2025 or earlier	13
Associate in Science Nursing	13
LVN-RN Career Mobility Program	14
LVN-RN Support Course Transition.....	14
LVN-RN Nursing Support Courses:	15
LVN-RN Career Mobility Sequence of Courses	16
30-unit Certificate Non-Degree Option.....	16
Course SLOs and Course Descriptions	17
Skills By Semester	21
Preceptorship	28
Program Supplies.....	29
Program Cost	30
Program Resources.....	31
Section 2 - Program Policies	32
2.1 Admissions.....	32

2.1A Technical Standards	32
2.1B Technology Requirements	33
2.2 Clinical Compliance	33
2.2A Student Responsibility for Compliance	33
2.2B Complio and MCE Compliance Tracking	34
2.2C New Reportable Offenses	35
2.2D Annual Clinical Compliance Module	35
2.2E Exemption Requests	35
2.2F Maintaining Documentation	35
2.2G Incoming Student Compliance Deadlines.....	35
2.3 Pregnancy	36
Return After Delivery	37
2.4 Student Disclosure of Changes in Health Status	37
2.5 Fit Testing	37
2.6 Injury/Illness	38
2.7 Uniform and Hygiene.....	39
2.7A Requirements.....	39
2.7B Badges.....	39
2.7C Accessories	40
2.7D Hygiene.....	40
2.8 Facility Guidelines	40
2.8A Classroom.....	40
2.8B Computer Lab	41
2.8C Skills Lab/Simulation Lab	41
2.9 Infection Control	42
2.9A Sharps	42
2.9B Standard Precautions.....	43
2.9C Blood Borne Pathogens	43
2.10 Attendance	43
2.10A Required Attendance.....	44
2.10B Attendance Requirements	44
2.10C Absence and Tardiness Notification	44
2.10D Definitions	44

2.10E Attendance Progressive Discipline	45
2.10F Completion of Missed Work and Make-Up Hours	45
2.10G Course Completion	46
2.11 Grading	46
2.12 Nursing Program Standards of Conduct	47
2.12A Professional Expectations	48
2.12B Student Success and Remediation.....	48
2.12C Criminal Background Checks and Drug Screening.....	48
2.12D Grounds for Immediate Dismissal	49
2.13 Clinical Standards	50
2.14 Academic Integrity and Testing.....	52
2.14A Academic Dishonesty and Testing Violations	52
2.14B Examination Timing.....	53
2.14B Technical Difficulties During Testing.....	53
2.14C Missed or Late Examinations	53
2.14D Quizzes.....	53
2.14E Exam Review and Test Item Questions.....	53
2.14F Final Examinations	54
2.14G Examination Procedures.....	54
2.14H Personal Items During Examinations	54
2.14I Computerized Examinations	55
2.14J Examination Security	55
2.14K Testing and Examination Accommodations- Disabled Students Programs and Services (DSPS)	56
2.15 ATI Tests.....	57
2.15A ATI Testing Policy	57
2.15B ATI Remediation	57
2.15C ATI Practice Assessments	58
2.15D ATI Comprehensive Predictor Practice Exams.....	58
2.15E ATI Practice Exams as Course Grade Components.....	58
2.15F ATI Comprehensive Predictor Examinations	59
2.15G Standardized Assessment Testing.....	60
2.15H Custom ATI Examinations.....	60

2.15I Dosage Calculation Testing Policy.....	60
2.16 Confidentiality and HIPAA Compliance.....	61
2.16A Confidentiality Violations	61
2.16B Mobile Device and Photography Policy	62
2.16C Handling of Patient Information and Clinical Documents	62
2.17 Unsatisfactory Clinical Performance	63
2.17A Levels of Clinical Discipline	63
2.17B Patient Safety Expectations.....	66
2.17C Regulatory Requirements	66
2.18 Drop Process.....	66
2.18A Student Responsibilities	66
2.18B Faculty Responsibilities	67
2.18C Students Seeking Readmission	67
2.18D Ineligibility for Readmission.....	67
2.19 Readmission.....	68
2.19A Readmission Process.....	68
2.19B Selection and Ranking for Available Program Seats.....	69
2.20 Nursing Program Petition Process	71
2.21 Impairment	72
2.22 Chain of Command.....	77
2.23 Mandatory Semester Onboarding.....	77
2.24 Clinical Facility Onboarding	77
2.25 Transfer Students	78
Transfer Student Eligibility and Application Process	78
Transfer Students Not Eligible for Consideration	79
2.26 Military Healthcare Personnel Advanced Placement and Equivalency Credit Policy ..	80
Eligibility for Military Healthcare Personnel Advanced Placement.....	80
Admission Requirements.....	81
Required Documentation	81
Application and Review Process.....	81
Equivalency Evaluation Requirements	81
Evaluation Timeline	82
Limitations and Ineligibility	82

Placement and Admission Consideration	82
2.27 Challenge Procedures: Course Prerequisites and Nursing Credit by Examination.....	82
Challenging Course Prerequisites	83
Nursing Credit by Examination (Challenge)	83
Eligibility and Limitations	83
Challenge Evaluation Process	84
Evaluation Standards	84
Credit by Examination Documentation.....	85
Faculty Authority and Final Determination	85
2.28 Graduates of International Nursing Programs with BRN-Identified Deficiencies.....	85
Requirements for Consideration	86
Admission and Enrollment Considerations	86
Section 3 - Board of Registered Nursing and Regulations	87
California Board of Registered Nursing	87
Contact Information	87
Nurse Practice Act.....	87
Setting up Pearson Vue and Breeze Accounts	88
Statement on prior convictions	89
Section 4 - Partners and Committees	91
Community Collaborators	91
Sacramento Academic Clinical Alliance for Nursing Education (SACANE)	91
Sacramento Regional Nursing Advisory Board	91
BSN Partners	92
Links to Partners.....	92
Clinical Partners	92
BRN Statement	92
A list of our clinical partners can be found on our website.	93
College Committees	93
Graduation Admission Committee (GAC)	93
Health and Medical Career Programs and Nursing Full Faculty Monthly Meetings	93
Nursing Curriculum Committee.....	94
Student Representation.....	94
College Clubs	94

Pinning Committee	95
Cohort Meetings	97
Section 5 - College Resources and Policies	98
Yuba College.....	98
Basic Needs	98
Financial Aid.....	98
Healthcare Clinic	98
Library	98
Scholarships.....	99
Tutoring.....	99
U-alert	99
WIOA.....	99
Yuba College Policies and Procedures.....	99
Academic Calendar	99
FERPA.....	99
Grievance Process	101
Smoking	101
Student Code of Conduct	101
Title IX	102

This Student Handbook outlines the policies, procedures, content, and expectations for the Nursing Programs. These materials are reviewed regularly and revised as needed. Any revisions become effective on the date they are issued.

Current nursing students will be notified of revisions through Canvas and/or their @go.yccd.edu email account and are responsible for reviewing and complying with all updated policies and procedures.

The publicly available version of this Student Handbook is maintained with the most current revisions.

To search for a topic: Press Ctrl + F (Windows) or Command + F (Mac), then enter a keyword or phrase related to the topic you are looking for in the search box that appears.

The Associate in Science Nursing (ASN) Program and the LVN to RN Career Mobility Program prepare graduates for entry-level practice as registered nurses (RNs). Upon successful completion of the program and the National Council Licensure Examination for Registered Nurses (NCLEX-RN), graduates are eligible for licensure as registered nurses.

The nursing programs provide educational experiences that meet the requirements of the California Board of Registered Nursing (BRN) and are guided by the philosophy, mission, values, and student learning outcomes of the nursing programs, Yuba College, and the Yuba Community College District.

The nursing programs are approved by the California Board of Registered Nursing and comply with the California Code of Regulations governing prelicensure nursing education. Yuba College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), an institutional accreditor recognized by the Western Association of Schools and Colleges (WASC).

Success in nursing education requires initiative, professionalism, integrity, critical thinking, personal responsibility, and a strong commitment to learning. The nursing programs promote these qualities through active, student-centered learning experiences in which faculty and students collaborate to support academic achievement, clinical competence, and professional growth.

Graduates are prepared to provide safe, evidence-based, person-centered, and compassionate nursing care that promotes health, prevents illness and injury, facilitates healing, alleviates suffering through the diagnosis and treatment of human responses, and advocates for individuals, families, groups, communities, and populations.

Registered nurses practice in a variety of healthcare settings, including hospitals, clinics, physician offices, ambulatory care centers, schools, home health agencies, long-term care facilities, public health organizations, and occupational health settings. They may also pursue specialty practice in areas such as emergency nursing, perioperative services, pediatrics, obstetrics, critical care, psychiatric-mental health, oncology, geriatrics, and many other fields.

Program Contacts

- [Management, Faculty, and Staff](#)

- [Facebook](#)
- [Website](#)
- [Organization Chart](#)

Address:

2088 N. Beale Road – Marysville CA 95901 2100 Building

Office hours M-F 8am – 5pm (Closed Friday's during the summer months)

Faculty office hours are posted outside each faculty office and on the Yuba College website. Students should communicate with faculty using their official @go.yccd.edu student email account or through Canvas.

Students are responsible for checking their @go.yccd.edu email and Canvas several times each week, for important announcements, course updates, and other program communications.

Section 1 - Overview

Program Overview

Program Goals and Objectives

Upon completion of the Associate in Science Nursing Program, the graduate:

- Obtain licensure to practice as a Registered Nurse through successful completion of the NCLEX-RN Examination.
- Function in all roles of the Registered Nurse as a competent entry level practitioner in all patient healthcare settings.
- Utilize evidence-based practices as a foundation for the safe delivery of healthcare to the patient and family.
- Contribute to improvement of healthcare systems to support high-quality, safe, patient centered nursing care.
- Incorporate lifelong professional and personal development as a part of one's identity as a nurse.

Program Learning Outcomes

- Scientific Awareness- Demonstrate understanding of and apply evidence-based practice in rendering ethical, competent and culturally sensitive care across the lifespan to all patients.
- Communication- Communicate and collaborate with interdisciplinary healthcare partners in providing care to a diverse population of patients and families.
- Critical Thinking- Demonstrate problem solving skills while utilizing resources to apply best practices to deliver safe and effective care.

Program Semester Themes

- 1st Provision of Safe Care
- 2nd Effective Communication, Teaching, and Advocacy
- 3rd Application of Critical Thinking
- 4th Leadership

Program Mission

- Offer an Associate in Science Nursing Program that fosters nursing excellence for diverse communities through our teaching and learning environment founded on evidence-based practice, and committed to developing competent, caring nurses.

Program Vision

- Aspire to be the Nursing Program of choice that graduates choose. Highly skilled clinicians who will shape the future of nursing.

Program Values

- We are committed to the learning and success of our students, because student success is a measure of our success as nurse educators.

- We believe that caring nurses promote a healthy body, mind, and spirit in individuals, families, and communities.
- We are committed to serving our local, state, and global communities. We promote and maintain positive relationships with our community partners and promote health by educating nurses committed to work and service in their community.
- We are dedicated to student-centered teaching. We value evidence-based teaching strategies and active, collaborative, experiential learning. Teaching and learning are a partnership in which students are ultimately responsible for their learning and accountable for their nursing practice.
- We encourage the pursuit of excellence through lifelong learning. We expect our graduates to utilize sound clinical judgment and evidence-based nursing action.
- We promote professional standards of practice because we believe honor and integrity are essential to learn and practice in nursing.
- We value collegial collaboration as well as the rights and responsibilities of academic freedom. We encourage thoughtful and civil discourse, recognizing that free exchange of informed ideas enhances individual and community decision-making.
- We appreciate and celebrate the diversity and the interconnectedness in our faculty, students, and in the communities in which we practice.

Program Philosophy

- The philosophy of the Associate in Science Nursing Program focuses on the individual needs of learners and clients (persons), within the context of families, communities, and environments who exist on a health-illness continuum.
- Learning occurs via a dynamic and synergistic process that prepares the learner to function effectively as an entry-level registered nurse, provider of care across the health/illness continuum, and as a member within the profession.

Program Organizing Framework

- Our framework is based on the nursing process, nursing competencies, and educational outcomes that facilitate the integration of information relevant to nursing and patient care. Curriculum and course sequence progress from simple to complex knowledge and skills with emphasis on caring, problem solving, and critical thinking. We believe that there are philosophical values critical to and inherent in nursing and nursing education that should be the foundation upon which educational experiences are structured.
- Person – Everyone is unique with physiological, psychological, social, cultural, developmental, and spiritual needs that are in constant interaction with the environment.
- Health Continuum- A dynamic state of equilibrium maintained by lines of defense on a continuum between optimal functioning, or wellness, and alterations in functioning. Health is affected by lifestyle behaviors and noxious stressors.
- Environment – The environment interacts dynamically with the person, nursing, and health, and consists of internal and external factors that impact the individual.
- Nursing is the protection, promotion, and optimization of health and abilities, prevention of illness and injury, facilitation of healing, alleviation of suffering through the diagnosis

and treatment of human response, and advocacy in the care of individuals, families, groups, communities, and populations (American Nurses Association). It is an applied science based upon principles from the biological, physical, and behavioral sciences, as they relate to the diagnosis and treatment of human responses to actual and potential health problems. Nurses collaborate with health team members and respond to the care of clients across the life cycle based upon an individual's physiological, psychological, social, cultural, and spiritual needs.

- **Nursing Process** – The nursing process serves as the mechanism by which knowledge related to health, human needs, and nursing skills can be applied. It provides the framework for teaching the application of theoretical knowledge to the individual client. The use of the nursing process is carried out in roles of provider of care, communicator, manager of care, teacher or advocate, and practicing member of the profession. While the entire curriculum is based upon being a provider of care, specific learning is needed to become competent as a beginning practitioner in the other nursing roles. Each course in the program specifically addresses the subject matter related to the nursing roles.
- **Safety** – Nursing professional and legal obligation is to do no harm. Inherent in providing an individual with quality nursing care is the concept of safe practice as a Nurse. All nursing curriculum, vision, mission, philosophy and instruction use patient safety as a guiding paradigm.
- **Education** is a dynamic and synergistic process of sharing information between individuals which results in a modification of behavior. Education respects the student as an individual and recognizes that each student has different educational, experiential, cultural, spiritual, economic, and social backgrounds with a unique support system. The aim of education is to develop critical thinking and problem-solving skills in a positive, innovative environment which moves from beginning (simple) to advanced (complex) competencies.
- **Teaching/Learning** - It is the responsibility of nurse educators to utilize sound educational practices and theoretical concepts to present relevant knowledge and skills which reflect current healthcare practices and to facilitate student achievement at the highest level. Recognition of differences in individual needs, learning styles, ethnicity, and cultural backgrounds are essential components to effective teacher-learner interactions.

Program Domains of Instruction

- **Patient-Centered Care:** Includes holistic nursing and collaborative care for patients (e.g. individuals, families, and communities) with the patient being the center of nursing care.
 - Desired outcomes: provide competent patient-centered nursing care.
- **Inquiry and Reasoning:** Includes sound clinical judgment and critical reflection; the ability to access, and/or generate information to apply evidence in practice.
 - Desired outcomes: demonstrate sound clinical judgment in providing evidence-based care.

- Roles and Collaboration: Includes personal commitment to the values and roles of the profession of nursing and the ability to work collaboratively within the healthcare team and systems.
 - Desired outcomes: collaborate within the healthcare team through a variety of nursing roles.
- Quality and Safety: Includes using evidence-based nursing interventions and other actions at current practice standards and at all levels of healthcare processes that prevent or minimize problems or complications yielding improved outcomes.
 - Desired outcome: apply principles of quality and safety in clinical practice.

Yuba College Nursing Curriculum for students who started Spring 2025 or earlier

In the Fall of 2025, the Yuba College Nursing Department will be implementing the new BRN-approved curriculum, starting with the 1st semester nursing curriculum. For details on the updated curriculum, please refer to the [Fall 2025 programs webpage](#).

Associate in Science Nursing

[Admission Requirements available on the program website](#)

End of Program SLOs

- Communicate and collaborate with interdisciplinary health care partners in providing care to diverse population of patients and families.
- Demonstrate understanding of and apply evidence based practice in rendering ethical, competent and culturally sensitive care across the lifespan to all patients.
- Demonstrate problem solving skills while utilizing resources to apply best practices to deliver safe and effective care.

Sequence of Courses ASN Program

1st Semester 9 Units	2nd Semester 10.5 Units	3rd Semester 8.5 Units	4th Semester 10.5 units
NURS 1 – Fundamentals of Medical Surgical (9 units)	NURS 2 – Introduction Medical Surgical Nursing (7 units) NURS 22 – Obstetrical Nursing (3.5 units)	NURS 3 – Intermediate Medical Surgical Nursing (5 units) NURS 21 – Pediatric Nursing (3.5 units)	NURS 4 – Advanced Medical Surgical Nursing (6.5 units) NURS 33 – Psychiatric/Mental Health Nursing(4 Units)

LVN-RN Career Mobility Program

[Admission requirements available on the program website](#)

End of Program SLOs

- Upon successful completion, the students will demonstrate application of evidence based practice in rendering ethical, competent and culturally sensitive care across the lifespan to all patients.
- Upon successful completion, the students will demonstrate problem solving skills while utilizing resources to apply best practices to deliver safe and effective care.
- Upon successful completion, the students will communicate and collaborate with interdisciplinary healthcare partners in providing care to a diverse population of patients and families.

LVN-RN Support Course Transition

Beginning in Fall 2026, the Yuba College Nursing Department will implement the new California Board of Registered Nursing (BRN)-approved curriculum for the LVN-RN Career Mobility Program. As part of this curriculum update, NURS 12C: LVN-RN Bridge Course will be the only accepted bridge course for admission into the program, replacing NURS 37. For information about the updated curriculum, please refer to the [Fall 2026 Programs webpage](#).

Yuba College offers an LVN-RN Career Mobility Program that allows Licensed Vocational Nurses (LVNs) to enter the Associate in Science Nursing Program in the third semester (second year) of the four-semester curriculum. Admission to the third semester is not guaranteed and is based on space availability. The application is available on the Apply page.

LVN-RN Nursing Support Courses:

Nursing 37 LVN to RN Bridge Course (students starting program prior to Fall 2026)

The bridge course is designed to prepare the Licensed Vocational Nurse to enter the 3rd semester of the ADN Program and to facilitate transition from the LVN to RN role.

Units: 2 Theory

Upon successful completion of NURS 12C, students receive credit for the following Yuba College nursing courses:

- N26- Pharmacology
- N1- Fundamentals of Medical Surgical
- N2- Introduction Medical Surgical Nursing
- N22- Obstetrical Nursing

End of Course SLOs

- Upon completion of this course, the student will be able to formulate a Nursing or Collaborative Diagnosis and plan of care that responds to changing patient status and incorporates prioritized interventions reflective of evidence-based practice to assure safe and therapeutic care.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Upon completion of this course, students will demonstrate proficiency in calculating medication doses.
 - Computation Students will use appropriate mathematical concepts and methods to understand, analyze, and communicate issues in quantitative terms.

NURS 12C: LVN-RN Bridge Course (students starting program Fall 2026 must have completed NURS 12C, NURS37 will not be accepted starting Fall 2026).

Units: 4 Theory / 1 Lab

NURS 12C is designed to prepare LVNs for successful entry into the third semester of the Associate in Science Nursing Program and to support the transition from the LVN role to the Registered Nurse (RN) role.

Upon successful completion of NURS 12C, students receive credit for the following Yuba College nursing courses:

- N11A – Fundamentals of Nursing Concepts
- N11B – Fundamentals of Pharmacology
- N12A – Adult Health I
- N12B – Nursing Care of Childbearing Families

Important: Yuba College does not accept LVN-RN bridge courses completed at other institutions. LVN-RN Bridge course must be completed at Yuba College and must appear on the student's official transcript before applying to the LVN-RN Career Mobility Program.

LVNs who have previously completed an approved vocational nursing program may be considered for conditional advanced placement. Applicants must submit syllabi from all previously completed LVN nursing courses for review.

Course evaluations will consider:

- Course content
- Clinical hours (direct patient care)
- Depth and breadth of instruction

All LVN-RN applicants must apply during the application period, meet admission requirements, and have prior coursework evaluated. Admission is based on space availability and merit-based ranking. When more qualified applicants are available than spaces, selection follows the Selection and Ranking for Available Program Seats criteria found later in the student handbook.

LVN-RN Career Mobility Sequence of Courses

1st Semester 8.5 Units	2nd Semester 10.5 units
NURS 3 – Intermediate Medical Surgical Nursing (5 units)	NURS 4 – Advanced Medical Surgical Nursing (6.5 units)
NURS 21 – Pediatric Nursing (3.5 units)	NURS 33 – Psychiatric/Mental Health Nursing (4 Units)

30-unit Certificate Non-Degree Option

The 30-Unit Option is a non-degree, non-graduate educational pathway authorized under California Code of Regulations, Section 1429. Students who complete this option are eligible to take the NCLEX-RN and apply for RN licensure in California. However, because this pathway does not result in an Associate in Science degree, it limits:

- Eligibility for RN licensure in states outside California.
- Admission to RN-to-BSN, BSN, MSN, and other advanced nursing education programs.
- Employment opportunities with employers that require a nursing degree.

To ensure students make an informed decision, applicants are required to meet with the Director of Nursing (or designee) to review the program's requirements, limitations, and long-term implications. Students pursuing this option must also obtain, read, and sign the [Non-Graduate Status Disclosure Information Sheet and Attestation](#) before scheduling a meeting with the Nursing Director (or designee) and enrolling in NURS 13C LVN-RN 30-Unit option Bridge Course.

Admission through the 30-Unit Option is into the second year of the Associate Degree Nursing Program. Admission is not guaranteed, is subject to space availability, and applicants are

ranked according to the Readmission Policy when the number of qualified applicants exceeds available spaces.

Admission Requirements

Applicants must:

- Complete the required prerequisites with a grade of C or better:
 - Human Physiology
 - Microbiology
- Earn a minimum TEAS score of 70.
- Hold a current, unrestricted California LVN license.
- Graduate from an accredited vocational nursing program or demonstrate mastery of content through a challenge examination.
- Hold current IV Therapy certification.

Required Coursework

- BIOL 5 – Human Physiology (4 units)
- BIOL 6 – Introduction to Microbiology (4 units)
- NURS 13C – 30-Unit Option LVN-RN Bridge Course (10 units)

Note: There is no recency requirement for the prerequisite courses.

1st Semester 8.5 Units	2nd Semester 10.5 units
NURS 3 – (5 units)	NURS 4 – (6.5 units)
NURS 21 – (3.5 units)	NURS 33 – (4 Units)

Course SLOs and Course Descriptions

NURS 1 – Fundamentals of Medical Surgical (9 units) – Includes 4 units of theory (classroom instruction) and 5 units of lab (nursing lab practice). Prerequisite: Admission to the program.

Student Learning Outcomes

- Upon successful completion, The student will demonstrate, at a first semester level, the ability to clinically reason variables and assessments for oral medication administration.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
 - Scientific Awareness Students will understand the purpose of scientific inquiry and the implications and applications of basic scientific principles.
- Upon successful completion, the student will demonstrate at a first semester level the ability to evaluate, and problem solve patient care situations with emphasis on patient's basic needs and care planning needs
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.

- Upon successful completion, the student will provide a shift report to their clinical instructor each clinical day
 - Communication Students will effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.
- Upon successful completion, students will demonstrate evidence-based practice techniques to safely give IM and SQ injections during injection testing in the laboratory
 - Scientific Awareness Students will understand the purpose of scientific inquiry and the implications and applications of basic scientific principles.

N55 Nursing skills lab (recommended skills lab) 1 unit

Student Learning Outcomes

Remediate and develop proficiency in selected nursing concepts and skills at the fundamental beginning or intermediate medical surgical concepts and skills at the fundamental beginning or intermediate medical surgical level of student nursing practice.

NURS 2– Introduction Medical Surgical Nursing (7 units) – Includes 3 units of theory and 4 units of clinical. Prerequisites: NURS 1.

Student Learning Outcomes

- Upon completion of this course, students will engage in meaningful discussions and reports with patients and interdisciplinary team members to promote safe, quality, patient-centered care.
 - Communication Students will effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.
- Upon completion of this course, students will render high-quality, safe, patient-centered care using the nursing process to respond to changing patient status by formulating care plans that prioritize interventions and applies evidence-based practice to all patient situations.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Upon completion of this course, students will provide high-quality, patient-centered care to all patients.
 - Scientific Awareness Students will understand the purpose of scientific inquiry and the implications and applications of basic scientific principles.
- Upon completion of this course, students will demonstrate proficiency in calculating medication doses.
 - Computation Students will use appropriate mathematical concepts and methods to understand, analyze, and communicate issues in quantitative terms.

NURS 22 – Obstetrical Nursing (3.5 units) – Includes 1.5 units of theory and 2 units of clinical. Prerequisites: NURS 1.

Student Learning Outcomes

- Student will perform a newborn physical examination with satisfactory competency.

- Student will assess the postpartum patient appropriately.
- Student will write and implement care plans specific to meet the needs of the postpartum patient, newborn and/or family

N56 Advanced Nursing skills lab (recommended) 1 unit

Student Learning Outcomes

- After lab attendance, practice and remediation, demonstrate competency at the third semester level in critical thinking relate
- Communication: Students will effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.
- Critical Thinking: Students will analyze data/information in addressing and evaluating problems and issues in making decisions. d to course specific skills and instructor identified areas of need.

NURS 3- Intermediate Medical Surgical Nursing (5 units)- Includes 2 units of theory and 3 units of clinical. Prerequisites: NURS 2.

Student Learning Outcomes

- Upon completion of this course, students will demonstrate problem solving and clinical reasoning related to patient care of the adult medical surgical population, with a focus on IV medications.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Upon completion of this course, students will demonstrate and practice critical thinking skills in relation to safe and comprehensive patient care.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Upon completion of this course, students will demonstrate professional communication and collaboration with interdisciplinary health care partners in providing care to a diverse population of patients and families.
 - Communication Students will effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.

NURS 21 – Pediatric Nursing (3.5 units) – Includes 1.5 units of theory and 2 units of clinical. Prerequisites: NURS 2.

Student Learning Outcomes

- Upon completion of course the student will demonstrate problem solving skills while utilizing resources to apply best practices to deliver safe and effective care in pediatrics.
- Upon completion of the course the student will demonstrate understanding of and applies evidence based practice in rendering ethical, competent and culturally sensitive care to children and their families

- Upon completion of the course the student will communicate and collaborate with interdisciplinary health care partners in providing care to a diverse population of pediatric patients and families

N57 Second Year Advanced nursing skills lab (recommended) 1 unit

Student Learning Outcomes

- Students will be able to demonstrate the cognitive and psychomotor abilities necessary to integrate the nursing concepts learned in a two year Associate in Science Nursing Program, including clinical evidence-based concepts inherent in entry level registered nursing practice.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Students will be able to appraise own professional performance accurately, evaluate professional learning needs, and take steps to meet them.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Personal and Social Responsibility Students will interact with others by demonstrating respect for opinions, feelings, and values.
- Students will be able to apply safe nursing practice when performing skills in the lab settings.
 - Critical Thinking Students will analyze data/information in addressing and evaluating problems and issues in making decisions.

Nursing 4 – Advanced Medical Surgical Nursing (6.5 units)- Includes 3 units theory and 3.5 units of clinical. Prerequisites: NURS 3.

Student Learning Outcomes

- Students will be able to communicate to the multidisciplinary team using SBAR format to improve the quality and safety in caring for patients. Students will effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.
- Students will demonstrate their critical thinking in hematology, oncology, burns and immunology. Students will analyze data/information in addressing and evaluating problems and issues in making decisions.
- Students will understand the purpose of scientific inquiry and the implications and applications of basic scientific principles. Students will be able to identify the major evidence based practice concepts in the nursing process with patients with immune, hematological, burn and cancer diagnoses.
 - Scientific Awareness: Students will successfully pass with a minimum of a cumulative 75% score on academic exams given in lecture on selected topics of study.

NURS 33 – Psychiatric/Mental Health Nursing (4 units)- Includes 2 units of theory and 2 units of clinical. Prerequisites: NURS 1.

Student Learning Outcomes

- Upon completion of this course, students will demonstrate therapeutic communication skills and engage in 1:1 conversations with patient suffering from mental illness.
- Upon completion of this course, students will identify factors that promote culturally congruent care between nurse and patient/family.
- Upon completion of this course, students will become proficient in utilizing EMR, gathering patient care data to be utilized in care planning and resource retrieval , as well as utilizing Canvas and other computerized systems (internet/intranet) to enhance learning about caring for the mentally ill.
- Upon completion of this course, students will identify components of professional, legal, and ethical responsibilities related to being a registered nurse and working with the mentally ill.
- Upon completion of this course, students will apply the nursing process, concepts and skills of mental health nursing to clients experiencing stress and other mental health issues.

N18 NCLEX review course (recommended) 1 unit

Student Learning Outcomes

- Students will implement learned test taking strategies to achieve optimal scores on NCLEX. Assessment: Students will complete at least 6 of the 10 Final Assessments with an 80% or better.

Skills By Semester

The nursing skills listed below represent the procedures students are generally expected to perform during clinical experiences. This list is intended as a guideline and is not all-inclusive. Patient needs, clinical learning opportunities, and course objectives may require students to perform additional skills not included on this list.

Students are responsible for informing their clinical instructor if they are unsure about performing any skill or if they believe instructor supervision is required. If there is any uncertainty regarding whether a procedure is appropriate, students should consult the clinical instructor before proceeding.

With the approval of the clinical instructor, the assigned staff RN may supervise students while performing certain procedures. Hospital or agency policies always take precedence over these guidelines, and students are expected to comply with both facility policies and the nursing program's Clinical Standards.

Some students may be required to complete remediation or demonstrate competency before performing specific skills in the clinical setting. The clinical instructor has the discretion to determine when a student is prepared to perform a skill independently or under supervision.

NURS 11A- Fundamentals of Nursing Concepts

Once a student has demonstrated competence to the nursing instructor. Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-Finger Stick Blood Glucose -Vital Signs/Pulse Oximetry/ maintain O2 therapy -Personal hygiene, ADL's, -Feeding patient, I&O -Head to toe physical assessment -Peripheral IV Site Assessment -Assess IV main fluids -TEDS/SCDs -Transferring a non-orthopedic patient in and out of bed; ROM -Administering non-medicated enemas -Oropharangeal suctioning -Collection of specimens: urine, stool -Collection of specimen: urine (Foley, straight) after training -Removal of urinary catheters	-Application of restraints (if checked off by instructor) -Performing any new procedure (or infrequently performed procedures) -Administer medications by the following means: Oral / Nasogastric or gastric tube / Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers / Vaginal / Rectal /and documentation -Checking for placement of nasogastric/gastric tubes -Removal of a nasogastric tube -Signing out narcotics/ controlled substances -Wound dressings/irrigations or packing; wound culture -Staple removal -Colostomy/ostomy care -Nasogastric tube insertion -Urinary catheter insertion	-Administer IV medication, hang IV solutions or adjust IV rate -Removal of IV catheter -Perform Respiratory Therapy -Take MD orders or lab/ diagnostic results -FAX any patient information -Perform tracheostomy care; naso-pharangeal or tracheal suctioning, change tracheostomy -Perform any chest tube management -Students should not perform any procedure that requires a special class or certification at the hospital where they are training -Change Gastric tube -Co-sign blood administration record -Administer chemotherapy drugs -Act as medical interpreter -Removal of central lines

N12A- Adult Health I

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-All assessment charting -All basic care activities -Blood glucose and charting -CPR initiation -Nasogastric tube insertion -Peripheral IV Site Assessment -IV catheter removal (with notice to clinical instructor) -Simple dressing changes, sterile and non-sterile -Urinary catheter maintenance and removal -Calling Lab or Pharmacy for Verifications -Assessments of Chest Tubes and/or Pleur-evacs -Wound Vacs -Drains -Nasogastric tubes -Head-to- toe physical assessment -I / O and Daily Weights -Isolation initiation and maintenance -Maintain and assess suction equipment -Maintain O2therapy -Monitoring IV fluid infusions -Ongoing communication with staff regarding patient status -Patient Preparation for Diagnostic Procedures -Patient teaching -Pre + Post-Operative Care	-Administer medications by the following means: Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers / Vaginal / Rectal /and documentation -Access PIV and Central Lines for infusing blood, maintenance IV fluids and IVPB meds -Administer IV main fluids, IVPB medications -Discontinuation of IV fluid with notice to instructor -Maintenance and removal of IV catheter with notice to instructor -Nasogastric, gastric, jejunal, tube feedings and flushes -Trach care / trach suctioning - Administer blood / blood products -Admissions and Discharges -Change ostomy bag / appliance -Chest tube maintenance -Complicated sterile dressings / irrigations -Controlled narcotics or other drugs that must be co-signed as required by hospital policies -Give verbal reports to physicians -Perform any new procedure or infrequently performed procedure -Post-mortem care -Secure blood from the laboratory -Urinary catheter insertion	-Administer IV push medications -Change central line dressings -Change position of oral ET tubes / change tracheostomy inner cannula -Hang solution or change tubing of antineoplastic or experimental drugs -Obtain and/or witness consents -Perform venipuncture -Start or remove of a PICC or a CVC line -Students should not perform any procedure that requires a special class or certification at the hospital where they are training.

12B- Nursing Care of Childbearing Families

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-All assessment charting once trained in EMR -Vital signs of mother and babies -All basic care activities -Blood glucose once trained* -Newborn Assessments -Head-to-toe physical assessment -I / O and Daily Weights -Maternal Postpartum Assessment -Isolation initiation and maintenance -CPR initiation -Maintain O2 therapy -Ongoing communication with staff regarding patient status -Patient teaching -Peripheral IV Site Assessment -Pre + Post-Operative Care such as teaching, vital signs -Simple dressing changes, non-sterile -Urinary catheter removal with notice to instructor -Urinary catheter maintenance -General labor support	-Administer medications by the following means: Oral / Nasogastric or gastric tube / Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers / Vaginal / Rectal /and documentation -Maintenance IV fluids and IVPB medications -Peripheral IV Site removal once checked off* with notice to clinical instructor -Administer IV main fluids, IVPB medications - Admissions and discharges -Breastfeeding Assessment -Assisting with pelvic examination -Obtaining vaginal specimens -Apply external fetal monitoring devices -Fetal heart rate assessment -Monitor and assess vaginal blood loss -Determine fetal position with Leopold's maneuvers -Assistance with precipitous birth -APGAR -Infant feeding (oral or gavage) -Controlled narcotics or other drugs that must be co-signed as required by hospital policies. -Give verbal reports to physicians	-Perform venipuncture -Administer IV push medications -Apply internal fetal monitoring devices -Witness consents -Manage or removal of epidural catheter

13A- Adult Health III

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-Removal of urethral catheter -Removal of nasogastric tube -Feedings and medications through gastric and enteral tubes -Simple dressing changes -Oropharyngeal suctioning -IV monitoring for main IV fluids; site care, and removal -CPR -Assist physician with simple procedures -Administer medications by the following means: Oral / Nasogastric or gastric tube / Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers / Vaginal / Rectal /and documentation -Referral to social services, order dietary consult, revise care plans -Staple removal -Colostomy/ostomy care	-IV Push medications, including saline, as allowed by facility and as directed by instructor. -IV Piggyback administration, as allowed by facility and as directed by instructor -Hang therapeutic drips, such as heparin drip, insulin drip, TPN, etc., as allowed by facility and as directed by instructor -Flushing IV locks, PICC lines, central lines as allowed by facility and as directed by instructor -Changing IV tubing, as allowed by facility, and as directed by instructor -Hanging a new main IV bag, IVP, IVPB and syringe pump medication -Hanging blood, as allowed by facility, and as directed by instructor -Central line dressing change -Converting to IV lock -PCA IV line change, as allowed by facility and as directed by instructor -Taking physician orders; such orders must be co-signed by instructor or primary RN -Sterile dressing change -Assess and document PCA attempts, injections and response -Check placement and residual of enteral feeding tubes -Complex dressing changes and wound care -Trach care and trach dressing change -Administer IV fluids/medications via existing extension set in indwelling port	-Intravenous initiation (IV sticks) -Peripheral or central line blood draws -Initiate (stick) vascular access in indwelling port with non-coring needle, such -as huberneedle -Change Gastric tube -Change tracheostomy -Co- sign blood administration record -Administer chemotherapy drugs -Adjust continuous infusion of titrated IV solutions and medications, including but not limited to heparin, morphine, dilaudid, aminophylline, TPN, PPN, lipids, blood and blood products, lidocaine, dobutamine, amiodarone, etc. -Change outer cannula of trach &/or do deep bronchial suctioning -Change water sealed chest tube drainage set or irrigate chest tubes -Removal of central lines -Act as medical interpreter -Students are not to give IV push medications during a code -Students should not perform any procedure that requires a special class or certification at the hospital where they are training

13B- Pediatrics

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-Vital signs, height, weight, head circumference -Physical assessments -Peripheral IV Site Assessment -Feedings- bottles, food trays -Bathing, diaper changes -Play therapy -Intake and output, measuring diapers -Assist with respiratory and oxygen treatments -Isolation procedures -Collect urine or stool specimen	-Performing any new procedure (or infrequently performed procedures) -All medication must be checked with primary RN and administered with RN or instructor -Administer medications by the following means: Intravenous / Oral / Nasogastric or gastric tube / Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers / Vaginal / Rectal /and documentation -Nasogastric, Foley, straight catheter tube insertions and removal -Removal of IV catheters -Tube feedings by gravity, syringe, or pump -Enema -Apply restraints	-Managing PCA -Administer any narcotics -Blood administration -Chemotherapy -Blood draws -Access of a central line of any kind -Endotracheal or tracheostomy suctioning -Intravenous push medications -Start an IV -Manage epidural or extraventricular drains -Take doctor orders telephone or verbal -Witness consents

Psychiatric Mental Health Nursing

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-1:1 therapeutic communication in the commons area. Play games and interact with clients, attend groups.	-Everything that they have been signed off on from the previous semesters when they are with faculty or an RN assigned -Anything that they have not done before or feel uncomfortable doing.	-Go into a patient's room alone.

Advanced Medical Surgical Nursing

Perform without director supervision by the RN and/or instructor.	Perform only with supervision by the RN and/or instructor	Will NOT perform but may observe
-Removal of urinary catheter -Insertion/removal of nasogastric tubes; feedings through gastric and enteral tubes -Simple dressing changes -Oropharyngeal suctioning -IV monitoring of main IV fluids; site care, removal -CPR -Assist physician with simple procedures. -Administer medications by the following means: Oral / Nasogastric or gastric tube / Intramuscular / Subcutaneous / Sublingual / Otic / Optic / Topical / Inhalers/Vaginal/Rectal and documentation -Convert and/or flush peripheral saline lock -Referral to social services, order dietary consult, revise care plans	-IV site initiation (IV start) -Complicated sterile dressings/ irrigations -IV rate adjustments for main IV fluids -Controlled/narcotic drugs that must be co-signed as required by hospital policy -For anticoagulants and insulins any dosage changes, lab results, parameters and rationale must be verified by a licensed RN prior to administration -Nasotracheal, endotracheal, and tracheal suctioning; tracheostomy care -Assist physician with complex procedures -Hanging a new main IV bag, IVP, IVPB and syringe pump IV medications -Removal of central line catheter -Insertion of urinary catheter -Adjust continuous infusion of titrated IV solutions and medications, including heparin, morphine, dilaudid, aminophylline, TPN, PPN, lipids, blood and blood products, lidocaine, dobutamine, amiodaron -Central Lines: dressing changes, tubing changes, flushes, conversion to saline lock, blood draws and removal -Phone calls to physicians and receiving telephone or verbal orders from physicians -Change PCA/epidural syringe/ bag and adjust dosage -Care of chest tubes, drainage system and chest tube dressings	-Adjusting patient monitor parameters -Cardiac rhythm independent interpretation -Administer Versed or similar medications -Conscious sedation -Change position of oral ET tubes -Hang solution or change tubing of antineoplastic or experimental drugs -Obtain and/or witness -consents -Defibrillation or cardioversion -Students are not to give IV push medications during a code -Students should not perform any procedure that requires a special class or certification at the hospital where they are training

Preceptorship

The clinical preceptorship is a required component of the fourth-semester Medical-Surgical Nursing course and occurs at the culmination of the Board of Registered Nursing (BRN)-approved nursing curriculum. This faculty-directed and supervised clinical experience is designed to provide students with an educational experience comparable to the role of an entry-level registered nurse as they prepare for transition into professional practice.

The preceptorship pairs each student with a qualified registered nurse (RN) preceptor in a one-to-one clinical learning experience. Working alongside an experienced RN who coordinates and provides care for a typical patient assignment, students refine their clinical judgment, leadership abilities, organization, communication, and time management skills while integrating knowledge gained throughout the nursing program.

A preceptor is a registered nurse who meets BRN qualifications and has demonstrated clinical competence, expertise in their practice area, and a commitment to supporting student learning. The preceptor provides day-to-day clinical supervision and serves as a professional role model while collaborating with nursing faculty to help students achieve course objectives.

Preceptors are selected through a collaborative process between Yuba College Nursing Faculty and participating healthcare agencies. Selection is based on clinical expertise, professional experience, manager approval, and willingness to mentor students. Preceptors must:

- Hold a current, active, and unrestricted California RN license.
- Be clinically competent and employed by the healthcare agency for at least one year.
- Complete the required preceptor orientation before supervising students.

Students are assigned to preceptors based on healthcare agency availability, clinical site requirements, onboarding timelines, and the student's home address on file. Requests for specialty placements or specific clinical sites cannot be accommodated. Students follow their assigned preceptor's work schedule, which may include day, evening, night, weekend, or holiday shifts.

Throughout the preceptorship, Yuba College nursing faculty maintain overall responsibility for the educational experience. Faculty coordinate the clinical placement, maintain regular communication with students and preceptors, monitor student progress, and remain available to both the student and preceptor throughout the clinical experience.

The goals of the preceptorship are to help students synthesize classroom and clinical learning while developing the competencies expected of a graduate nurse. Students are expected to strengthen their ability to:

- Demonstrate leadership and professional accountability.
- Prioritize, organize, and manage care for multiple patients.
- Collaborate effectively with members of the interprofessional healthcare team.
- Delegate and supervise care provided by licensed and unlicensed assistive personnel within the scope of practice.
- Coordinate patient care and implement therapeutic nursing interventions.

- Apply clinical reasoning and evidence-based practice in complex patient care situations.
- Practice in accordance with healthcare agency policies, standards of care, and professional nursing responsibilities.

To support a successful preceptorship experience, the nursing program maintains:

- A comprehensive orientation program outlining the responsibilities of faculty, preceptors, and students.
- A communication plan describing the frequency and methods of contact among faculty, students, and preceptors.
- Ongoing faculty availability throughout the clinical experience.
- Records of all approved preceptors, including licensure verification and preceptorship dates, in accordance with BRN requirements.

Program Supplies

Nurse Pack

Students are required to purchase a Nurse Pack during their 1st and 2nd semesters of the nursing program, which contains the medical supplies used during skills laboratory activities. These supplies are intended for use on simulation mannequins only and CANNOT be used on human or animal patients.

To avoid a late fee, Nurse Packs must be ordered by the deadline listed on the [Nurse Pack order form](#). Students enrolled in the LVN-to-RN program are not required to purchase a Nurse Pack.

Textbooks and ATI

The nursing program primarily uses ATI as both its learning platform and testing resource. In addition, some courses require textbooks or other supplemental materials. A complete list of required course materials can be found on the nursing program website.

- [Textbooks](#)
- [ATI](#)

Accessories

Stethoscope, penlight (no LED due to risk of eye injury), bandage scissors, wristwatch with second hand, and a small notebook that fits into your shirt or pants pocket.

Uniform

White scrub top, navy-blue scrub pants and optional navy-blue vest (which cannot be worn at Dignity and Sutter facilities). Solid (white, black, navy, brown) shoes with closed toe and heel in good condition. [Nurse patch](#) purchased at the bookstore.

Program Cost

The estimated cost of the two-year Registered Nursing (RN) Program is approximately \$6,900-7450, while the estimated cost of the LVN-to-RN Career Mobility Program is approximately \$3,330-3730.

In addition to regular living expenses, nursing students should plan for program-specific costs. These may include, but are not limited to, transportation, uniforms, supplies, textbooks, required equipment, clinical compliance requirements, and the items listed below.

All costs are estimated and are subject to change. Students are responsible for all expenses incurred, and payments made for program requirements are generally nonrefundable.

1ST Year

ASN estimated program costs \$6886-7446

1st semester student \$2615 estimated cost:

Criminal Background Check	\$47
Drug Screening	\$42
Complio Yuba College Tracking Package	\$36
Physical Exam	\$0-100
Titers, Tuberculosis testing, immunizations	\$0-300
BLS with CPR	\$75-100
Registration with student fees	\$562
Textbooks and ATI	\$952
Nurse Pack	\$146
Uniform/ patches & shoes	\$155
Supplies (stethoscope, watch, etc.)	\$100

2nd semester student \$1775 estimated cost:

IV Nurse Pack	\$72
Registration with student fees	\$562
My Clinical Exchange	\$79
ATI package and textbooks	\$1062

2nd Year

3rd semester student \$1674 estimated cost:

Physical	\$0-100
Annual Tuberculosis testing	\$0-60
Registration with student fees	\$562
ATI package	\$952

4th semester student \$1,382 estimated cost:

Registration with student fees	\$562
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ATI package and textbook	\$820
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LVN to RN Career Mobility estimated program costs \$3330-3,730

1st semester \$3891 estimated cost

Criminal Background Check	\$47
Drug Screening	\$42
Complio Yuba College Tracking Package	\$36
Physical Exam	\$0-100
Titers, Tuberculosis testing, immunizations	\$0-300
BLS with CPR	\$75-100
Registration with student fees	\$562
Textbooks and ATI	\$952
Uniform/ patches & shoes	\$155
Supplies (stethoscope, watch, etc.)	\$100
My Clinical Exchange	\$40

2nd semester \$1,382 estimated cost:

Registration and student fees	\$562
Textbook and ATI	\$820

Program Resources

The nursing program provides students with access to comprehensive simulation, laboratory, classroom, and computer learning resources that support hands-on clinical skill development. The simulation facilities include high-fidelity adult, pediatric, obstetric, and newborn manikins, patient monitoring equipment, fully equipped patient care stations with simulated hospital environments, medication administration systems, IV therapy equipment, and electronic health record (EHR) access at each bedside. Students also benefit from dedicated debriefing and live-viewing rooms, advanced audio-visual technology for simulation recording and review, and specialized equipment such as bladder scanners and infusion pumps. Additional learning spaces include a classroom with seating for 48 students, internet-enabled instructional technology, whiteboards, accommodation seating, and portable laptops upon request, as well as a recently updated computer lab featuring 40 internet-connected computers and multiple overhead display screens.

Section 2 - Program Policies

2.1 Admissions

Admission resources are guidelines available on our website.

- [Guide](#)
- [Admission Requirements](#)
- [Merit Based](#)
- [Important Dates](#)
- [TEAS](#)
- [Forms](#)

2.1A Technical Standards

The Nursing Program is committed to preparing competent, safe, and compassionate registered nurses who provide high-quality care to individuals, families, and communities. To successfully progress through and graduate from the program, students must meet both the academic and technical standards required for nursing practice.

Technical standards describe the essential abilities and skills needed to participate in classroom, laboratory, simulation, and clinical learning experiences. These standards include the ability to:

- Acquire and apply foundational nursing knowledge.
- Communicate effectively with patients, families, faculty, and healthcare team members.
- Collect, interpret, and analyze patient data.
- Apply clinical judgment and critical thinking to provide safe patient care.
- Demonstrate professional behaviors, ethical conduct, and accountability.

Examples of these standards are provided to help prospective and enrolled students understand the expectations of the program. They are intended as examples and are not an all-inclusive list or admission requirements. Complete technical standards and examples are available in the [Nursing Program Forms](#) section of the website.

The Nursing Program is committed to providing equal access to its programs, services, and learning environments in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), and the ADA Amendments Act. Qualified students with documented disabilities may be eligible for reasonable accommodations that provide equal access to program requirements without fundamentally altering the curriculum or essential program outcomes.

Students requesting accommodations should contact Disabled Students Programs and Services (DSPS). The Nursing Program works collaboratively with DSPS to determine and implement appropriate accommodations that support student success while maintaining the essential requirements of the nursing curriculum.

The Nursing Program also utilizes Assessment Technologies Institute (ATI) for learning activities, practice modules, and assessments. ATI products are designed to meet Web Content

Accessibility Guidelines (WCAG) 2.0 AA standards and are compatible with commonly used assistive technologies, including screen readers.

For the complete Technical Standards document, including requirements and examples of how they may be met, please refer to the [Nursing Program Forms](#)

2.1B Technology Requirements

Technology is an integral part of nursing education and professional nursing practice. Students are expected to have basic computer skills, including keyboarding, internet navigation, file management, and proficiency with common productivity software. Coursework, online learning activities, assignments, and examinations all require regular computer use.

Clinical agencies also use electronic medical record (EMR) systems. Students will be expected to learn and use these systems as part of their clinical education.

Computers are available on campus for student use. In addition, all Yuba College students have free access to Microsoft Office 365, which includes Outlook (email), Word, Excel, PowerPoint, OneNote, OneDrive, and other Microsoft applications. Students are encouraged to use these resources throughout the nursing program. Instructions for accessing Office 365 are available through the college, and students should have their student ID available when setting up their account.

2.2 Clinical Compliance

The Nursing Program must comply with all applicable government regulations, accreditation standards, college policies, and clinical facility requirements. Students are expected to follow the policies, procedures, expectations, guidelines outlined in the current Yuba College Nursing Student Handbook, and available on the Yuba College Nursing website, as well as the requirements of assigned clinical facilities.

Instructions on purchasing [Complio and My Clinical Exchange](#) as well as the specific [Compliance requirements](#) are available on our website.

Clinical facility requirements are established by our clinical partners and may change at any time. Students and faculty must meet all current clinical requirements to participate in clinical experiences. The Nursing Program will follow and communicate any updates or directives related to clinical compliance. Clinical compliance requirements must be maintained throughout the entire nursing program for students to complete clinical rotations, meet program objectives, and remain enrolled in the program.

2.2A Student Responsibility for Compliance

Students are responsible for establishing and maintaining compliance with all nursing program and clinical facility requirements throughout the program. Compliance requirements may not expire during a semester and must remain current at all times.

Students who fail to submit required documentation or allow required health and clinical compliance items to expire may be:

- Removed from clinical experiences until compliance is restored.

- Ineligible to continue in the program.
- Subject to dismissal from the program for failure to meet clinical requirements.

Students must complete and maintain required documentation through the designated compliance vendors, Complio and MCE, as applicable. An overview of Complio and MCE compliance instructions, requirements, and processes is available on the Yuba College Nursing website.

Clinical compliance requirements are determined by the clinical agencies and are required to ensure students can safely participate in clinical rotations and meet nursing program objectives.

Examples of compliance requirements include, but are not limited to:

- Clinical facility onboarding requirements
- Personal health insurance
- Annual physical evaluation
- Annual compliance modules
- Initial and annual tuberculosis (TB/PPD) screening
- Required immunizations and titers
- Influenza vaccination (seasonal requirement)
- American Heart Association BLS with CPR certification
- Tdap vaccination
- COVID vaccination
- Respirator fit testing
- Background checks and drug screening

2.2B Complio and MCE Compliance Tracking

All health and clinical compliance requirements are tracked through Complio and, when required, MCE. Students are responsible for:

- Creating and maintaining their accounts.
- Paying all associated compliance fees.
- Submitting required documentation by established deadlines.
- Monitoring compliance status and expiration dates.

During orientation and onboarding, students receive information regarding compliance expectations and processes. However, completing and maintaining compliance requirements is the individual responsibility of each student. Compliance vendors provide students with requirement checklists, required forms, and notifications regarding upcoming expiration dates.

Students will be considered out of compliance if required documentation is missing, expired, or not updated by the designated deadline. Students who are out of compliance will not be permitted to attend clinical until documentation has been submitted and verified. Loss of clinical participation due to non-compliance may impact course completion and continuation in the Nursing Program.

The Nursing Department does not issue individual reminders regarding compliance deadlines or expiring documents. Complio notifications serve as the primary reminder system, and students are responsible for monitoring and maintaining their own compliance.

2.2C New Reportable Offenses

Students are required to notify the Nursing Program within five (5) business days of any event that may change the results of their criminal background check, including but not limited to a new arrest, criminal charge, conviction, plea of guilty or no contest, or any other reportable offense. The Nursing Program may require the student to complete a new background check and provide additional information or documentation as requested.

Clinical agencies establish their own eligibility requirements for student placement and may deny or revoke access to clinical experiences based on the results of a background check, regardless of the Nursing Program's decision. Because successful completion of required clinical experiences is an essential component of the curriculum, a student's inability to meet the background check requirements of a clinical agency may delay progression or prevent completion of the Nursing Program.

2.2D Annual Clinical Compliance Module

In addition to Complio and MCE requirements, students must complete an annual clinical compliance module. This module will be assigned in the Canvas course shell during the student's first and third semesters and must be completed prior to clinical orientation.

2.2E Exemption Requests

Students requesting an exemption from a compliance requirement must obtain:

1. Written confirmation from Complio that the exemption has been approved, and
2. Confirmation from the Director of Nursing regarding the student's clinical placement status.

Both approvals must be completed before the student may participate in clinical experiences.

2.2F Maintaining Documentation

Students must maintain copies of all compliance documents and be prepared to provide documentation to clinical facilities upon request. Students may choose to keep a clinical compliance folder in their vehicle or another accessible location.

2.2G Incoming Student Compliance Deadlines

Fall Admission Students

- All compliance requirements, excluding influenza vaccination, background check, and drug screening, must be completed and uploaded to Complio by August 1.

Spring Admission Students

- All compliance requirements, excluding influenza vaccination, background check, and drug screening, must be completed and uploaded to Complio by January 1.

- Students completing CPR certification through the Nursing Program must upload CPR documentation to Complio by January 15.

2.3 Pregnancy

The Nursing Program is committed to providing equal access to educational opportunities while maintaining the essential requirements of the nursing curriculum, including classroom, laboratory, simulation, and clinical experiences.

Pregnant students may continue in the Nursing Program as long as they are able to safely meet program requirements and fulfill course and clinical objectives. Students who are pregnant and require accommodations or additional support are encouraged to notify the Nursing Program as early as possible to allow adequate time for review and planning.

To continue participation in the Nursing Program during pregnancy, students must submit a [Nursing Program Pregnancy Form](#) completed by their healthcare provider. The form must address the student's ability to participate safely in nursing education activities. The student must then meet with their current faculty, and then with the Director of Nursing (or designee) prior to participation in clinical experiences.

Students who choose to continue in the Nursing Program during pregnancy are responsible for discussing potential health and safety considerations with their healthcare provider. Students must continue to meet all Nursing Program requirements, including academic standards, clinical competencies, professional standards, health and safety requirements, and the Nursing Program attendance policy.

Pregnancy-related absences will be addressed in accordance with the Nursing Program attendance policy and applicable Title IX requirements. Students are expected to complete all required learning experiences necessary to meet course and program objectives. Missed classroom, laboratory, simulation, or clinical experiences may require remediation, make-up activities, or additional assigned learning experiences when feasible. The availability of make-up experiences, alternative assignments, or clinical opportunities will be determined based on course requirements, clinical site availability, faculty resources, and the ability to maintain program standards.

The Nursing Program will work collaboratively with students, healthcare providers, clinical partners, and appropriate college resources to identify reasonable accommodations when medically necessary. Clinical assignments and accommodations will be determined on an individual basis with consideration given to student safety, patient safety, clinical site requirements, and the student's ability to achieve required clinical competencies. The Nursing Program cannot guarantee specific clinical assignments, locations, schedules, or alternative rotations.

To reduce potential exposure to identified hazards, the faculty will work with clinical partners to address medically documented restrictions when applicable. If a student's restrictions prevent completion of essential clinical objectives or required competencies, the student may need to temporarily withdraw from the program and request readmission according to Nursing Program policies.

Only documented and approved accommodations will be considered. Students requesting pregnancy-related accommodations must follow the college's established accommodation process and provide appropriate documentation.

Students seeking pregnancy-related accommodations or support should contact the appropriate campus resource office. The Nursing Program will collaborate with these offices to support compliance with Title IX while maintaining the essential requirements and standards of the nursing curriculum.

Return After Delivery

When a student returns to the Nursing Program following delivery, the student must submit a [Nursing Program Return From Pregnancy/Injury/Illness Form](#). Additional documentation from a licensed advanced practice healthcare provider (physician, nurse practitioner, or physician assistant) may be required if there has been a change in the student's health status or if accommodations are requested.

2.4 Student Disclosure of Changes in Health Status

Students are required to notify the Nursing Program of any significant change in their health status, including physical or mental health conditions, medication changes, substance use, or any other circumstance that could affect their ability to safely meet program requirements.

If a health concern arises while enrolled in the program, the student may be required to discontinue participation in laboratory, simulation, and/or clinical activities until they have been evaluated by a licensed healthcare provider (physician, nurse practitioner, or physician assistant). The student may also be required to meet with the Director of Nursing (or designee) to discuss the situation and determine an appropriate plan for continued participation in the program.

Following the evaluation, the student must provide updated health clearance documentation using the Nursing/Allied Health Physical Form available through Complio and/or written documentation from the licensed healthcare provider verifying that the student has been evaluated and is able to participate in all required educational and clinical activities, either without restrictions or with approved accommodations. Participation may resume only after the required documentation has been reviewed and accepted by the Nursing Program.

Students must also meet the health and physical requirements established by clinical agencies. An illness, injury, medication regimen, or other health-related condition may affect a student's eligibility to begin or continue clinical experiences based on the policies of the assigned clinical agency. The Nursing Program will work with students and appropriate campus resources to address health-related concerns while maintaining program, clinical requirements, patient safety, and compliance with applicable disability laws and approved accommodations.

2.5 Fit Testing

A respirator fit test is a required procedure used to verify that a specific respirator or mask properly fits the wearer and provides the expected level of protection. A proper fit ensures that the respirator forms a secure seal around the face and functions as intended.

The Occupational Safety and Health Administration (OSHA), Centers for Disease Control and Prevention (CDC), state regulations, and clinical facility requirements require respirator fit testing before a respirator may be used in applicable healthcare settings.

All nursing students are required to complete and successfully pass respirator fit testing as required by the assigned clinical facilities. Fit testing may be provided by the Nursing Program or the clinical facility, depending on clinical site requirements. Required forms and documentation will be provided during the fit-testing process.

Fit testing must be completed according to clinical facility requirements and maintained as required throughout the program. Students are responsible for completing all required fit-testing requirements by established deadlines.

Students who are unable to successfully pass fit testing must meet with their nursing faculty and the Director of Nursing (or designee) to determine available options for meeting clinical safety requirements. Failure to meet respirator fit-testing requirements may affect a student's ability to participate in clinical experiences.

2.6 Injury/Illness

Students who experience an injury, illness, or other health condition that may interfere with their ability to safely perform the essential functions of the Nursing Program or that may pose a risk to the safety of patients, peers, faculty, or themselves must be evaluated by a licensed healthcare provider (physician, nurse practitioner, or physician assistant). Before returning to classroom, laboratory, simulation, or clinical activities, the student must provide a completed [Nursing Program Return Form Pregnancy/Injury/Illness Form](#), verifying they are able to safely participate in all required program activities with or without approved accommodations.

If the healthcare provider determines the student is unable to safely perform the essential functions of the Nursing Program, with or without approved accommodations, the student will be required to withdraw from the program. The student may apply for readmission in accordance with the Nursing Program Readmission Policy and must provide current medical clearance before readmission will be considered.

Students must not attend classroom, laboratory, simulation, or clinical activities if they have signs or symptoms of a contagious or infectious illness. Students who become ill, sustain an injury, or develop a condition during the program that could affect their ability to safely participate or could place others at risk must immediately notify the Nursing Program, be evaluated by a licensed healthcare provider, and provide a completed [Nursing Program Return Form Pregnancy/Injury/Illness Form](#), verifying they are able to safely participate in all required program activities with or without approved accommodations.

In addition to Nursing Program requirements, students must meet the health, safety, and fitness-for-duty requirements of each assigned clinical agency. Clinical agencies establish their own policies regarding medical conditions, communicable diseases, medications, physical limitations, and other health-related issues that may affect a student's eligibility to participate in clinical experiences. These requirements may differ from those of the Nursing Program and may be more restrictive. Although a student may be medically cleared to participate in the Nursing

Program with or without approved accommodations, a clinical agency may determine that the student does not meet its requirements for clinical placement. Because successful completion of required clinical experiences is an essential component of the curriculum, a student's inability to meet a clinical agency's requirements may affect the student's ability to progress in or complete the Nursing Program.

2.7 Uniform and Hygiene

Uniform is to be worn to all clinical and skills lab rotations unless instructed otherwise by your clinical instructor.

2.7A Requirements

- White scrub top and navy-blue scrub pants with material that is not see-through. Only solid white tee shirts or tank tops are allowed under the white scrub top.
- Students can have a sleeveless navy-blue vest. Excluding Dignity and Sutter Roseville as they request white tops only.
- Shoes – Solid color (white, black, blue, brown) shoes with a closed toe and heel in good condition are required.
- Patch
 - Students are required to [buy patches](#) from the Yuba College Bookstore and affix nursing patch to the right sleeve of the white scrub top.
- Tattoos that are visible must not contain messages that are inappropriate or offensive. The Nursing Department, in consultation with the clinical facilities, may determine whether a tattoo is inappropriate or communicate an offensive message.
- Wedding band or a small ring may be worn (gems are not recommended they may tear gloves).
- Piercings may be worn unless they pose a safety risk. The Nursing Department, in consultation with the clinical facilities, may determine whether piercings may pose a risk.

2.7B Badges

- Students will submit a JPEG image to the NAHP email by the designated date provided during orientation. Program badges will be distributed during the first or second week of the semester.
- Clipped onto the upper 1/3 of the scrub top or warm up jacket. Name badges are not to be attached to lanyards. Clinical facility may also require their institutional name badges to be worn. Both are required to be worn in any and all clinical sites unless directed by your faculty.
- Students will return all badges to their current faculty at the end of each semester. Badges will be returned at the beginning of the subsequent semester. Students graduating from the program will be required to return all badges to the 4th semester faculty prior to the end of the semester (or risk receiving an “incomplete” grade).
- Lost badges: Expense will be the student responsibility. Notify the nursing department immediately if you misplace your badge.

- Not returning badges at the end of a clinical rotation or lost badges may create a breach of security with the clinical facilities and may incur a liability. Clinical facilities will determine the consequences for breach of security.
- Students will have colored badge holders that signify their semester in the program. These are provided by the program.
 - Red- 1st semester, Yellow- 2nd semester, Green- 3rd semester, Blue- 4th semester

2.7 C Accessories

Stethoscope, penlight (no LED due to risk of eye injury), bandage scissors, wristwatch with second hand, and a small notebook that fits into your shirt or pants pocket.

2.7D Hygiene

- No fragrances or aromas are to be worn in clinical assignments this includes personal care products. The body odor of cigarette smoke (or any body odor) will not be tolerated on clothing, breath, or personal articles.
- Fingernails must be kept clean and length not to exceed tips of fingers. If polish is worn, it must be in good repair and in neutral tones (no neon or dark colors allowed). No artificial or gel nails.
- Hair must be well-groomed, under control, away from face and off collar so that it does not interfere with vision or asepsis.
- Facial hair (beards and mustaches) must be kept clean.

2.8 Facility Guidelines

The following guidelines are developed for maintaining safety for students, staff, and faculty while using the facilities. These safety guidelines shall be adhered to by all concerned.

- Failure to adhere to these general guidelines may result in disciplinary action.
- Individuals will not enter the clinical or classroom setting when they have an impairment or illness that could be harmful or infectious to others.
- All facilities are locked unless occupied by faculty, staff, and/or students during class or scheduled practice.
- Facilities are reserved for enrolled nursing students only. Students who are not enrolled in a Yuba College nursing course are prohibited from using these facilities without the express permission of the Nursing Department.
- Food and beverages are not allowed in the computer lab, skills lab, or classroom with the expectation of water with a lid. If the faculty schedule a potluck, the faculty and students will be responsible for cleanup, and no food or drink will be allowed near the computers for any reason.

2.8A Classroom

- There may be assignments that must be completed before attending class; prepare accordingly. Selected materials may be online as directed by your faculty.
- All commentary is to be respectful, helpful, and enrich the discussion.
- Students are responsible for all information presented in the classroom.

- Examinations may include information presented in the classroom, as well as other information in the course. Previous courses, including prerequisites, may be tested.
- Faculty have the right to give unannounced quizzes. Students must be present at the time offered and complete these quizzes to receive credit.
- Lectures:
 - Recording lectures requires faculty permission.
 - Lectures are the intellectual property of the faculty. Downloading and/or dissemination of this content is prohibited without the express permission of the faculty.

2.8B Computer Lab

The user is personally responsible for their actions in accessing and utilizing the college's computer resources. The Internet in the classrooms and lab is expressly used for the purposes of instruction and learning.

- People may not use the computers unless enrollment in a Yuba College course or are faculty/staff.
- Problems should be reported promptly to faculty, so a work order may be completed.
- Work can be saved in the students' OneDrive account or on a memory stick not to the computer's hard drive.
- Student users may not:
 - eat or drink around computers
 - install, copy, and/or download software
 - attempt to physically move or disconnect any equipment
 - view or post obscene, indecent, lewd or lascivious material, engage in profane language or can be construed as bigoted, inflammatory or harassing in nature
 - engaging in cyber-attacks: bullying, intimidating, threatening or harassing entries

2.8C Skills Lab/Simulation Lab

- Come to the lab prepared. All belongings must be stored on the available counter space. All walkways and doorways must remain clear.
- Students should be actively engaging in performing and practicing skills for the lab day. Instructors will be available to guide your practice.
- No cellphone usage is permitted in the labs. Ringers must be on silent mode, so they do not cause a disturbance.
- The materials found in the lab supply kits and/or in the lab are used in the nursing lab environment only. Never use the supplies on yourself or others.
- No electrical cords will be left in the pathway of walking traffic. Extension cords will be properly taped to the floor if used over a walkway.
- Students and faculty are responsible for the cleanliness of the lab during and after use. Bed linens will be changed on a regular basis and when soiled or after extensive use.
- Electrical beds will be inspected for repairs and maintained in the lowest position when not in use.

- Children or unauthorized individuals are not allowed in the labs at any time. Injury to unauthorized individuals in the labs will not be considered the responsibility of the District or the Nursing Department.
- Students are to report any misconduct occurring in the labs and may be held responsible if not reported.
- Students must be in uniform while in the lab if the time is part of clinical course hours.
- Proper body mechanics such as moving, lifting, and transferring must always be utilized.
- Mannequins
 - Wet materials or any potentially damaging materials (ink or permanent markers) may not be used around mannequins and related equipment.
 - Faculty and students are responsible for reporting to the appropriate staff any defects of dysfunction with mannequins for both high fidelity and low fidelity.
- Simulation
 - The high-fidelity Simulators utilized are complex and sophisticated state-of-the-art physiological models of a human patient. The following list represents expectations that must be adhered to while in the simulation lab. The students engage in approximately 56 hours in the first year and 17 hours in the second year. The nursing student will:
 - Adhere to the guidelines of confidentiality. All clinical scenarios are confidential.
 - Come prepared in proper uniform and conduct myself in accordance to clinical standards while in the simulation center.
 - Not wear hand jewelry, including wedding rings as they can tear the skin and/or leave permanent indentions.
 - Not use pens near the Simulators, as they can stain the skin of the Simulator permanently.
 - Not attempt to fix any technical problems with the Simulator, notify staff of any issue that arise, do not manipulate, or remove any cords or connections from any of the equipment or the Simulator.

2.9 Infection Control

Students complete annual compliance training during the first and third semesters of the Nursing Program. This training includes instruction on infection prevention and control, bloodborne pathogen standards, hazard recognition, and other required compliance topics. In addition, students must successfully complete an annual hand hygiene competency check-off to demonstrate adherence to current infection prevention practices.

2.9A Sharps

- Needles provided for practice of injections are used only with faculty/staff present.
- Safety precautions must be utilized as instructed in class.
- Used needles are never to be recapped, safety devices must be utilized and needles must be discarded in the sharps disposal containers provided. Sharps must not be discarded in the trash or left out openly.

- All needles are to be secured when not in use for student learning experience. Needles and syringes are not used on yourself or others as this could result in serious bodily harm that could lead to permanent disability and/or death.
- In the event of any needle stick, notify the professor immediately. The instructor and student will complete an incident report. The incident reports are available on the Nursing Program OneDrive.

2.9B Standard Precautions

- Standard Precautions are used for all patient care. They're based on a risk assessment and make use of common-sense practices and personal protective equipment use that protect healthcare providers from infection and prevent the spread of infection from patient to patient.
 - Hand Hygiene
 - Use of PPE whenever there is a possibility of exposure to infectious material
 - Follow respiratory hygiene/cough etiquette principles
 - Ensure appropriate patient placement
 - Properly handle, clean and disinfect patient care equipment and instruments/devices. Clean and disinfect environment appropriately
 - Appropriately handle textiles and laundry
 - Follow safe injection practices

2.9C Blood Borne Pathogens

The Bloodborne Pathogens Standard applies to individuals who have occupational exposure with blood or other potentially infectious materials.

The three most common bloodborne pathogens are human immunodeficiency virus, hepatitis B virus, and hepatitis C virus.

1. Wash the area with soap and water for at least 3 minutes.
2. Splashes to the nose, mouth, or skin should be washed with water for 5 minutes.
3. Eyes should be irrigated with clean water, or saline.
4. Immediately report the incident to your faculty if on campus if in a clinical site report to the liaison (nurse, supervisor, person supervising you) and your faculty. Prompt reporting is essential. In some cases, post-exposure treatment may be recommended, and it should be started as soon as possible, preferably 1-2 hours. After applying first aid, if you have not already done so, report this immediately to your clinical faculty who will provide direction for your care and complete the required paperwork.

2.10 Attendance

The Yuba College Nursing Program is a professional program that requires consistent attendance and active participation. Students are expected to be present, on time, prepared, and fully engaged in all required learning activities. Regular attendance is essential for the development of clinical judgment, psychomotor skills, professional behaviors, and successful achievement of course and program outcomes.

This attendance policy applies to all nursing courses and supersedes the College Leave of Absence Policy. Students are responsible for managing their enrollment status. The Nursing Program and its faculty are not responsible for withdrawing students from courses.

2.10A Required Attendance

Attendance is mandatory for all required program activities, including, but not limited to:

- Program onboarding and orientations
- Clinical agency onboarding and orientation
- Theory classes
- Skills laboratory
- Simulation
- Clinical rotations
- Clinical conferences and debriefings
- Scheduled discussions and other required instructional activities

Required nursing activities may occur outside regularly scheduled class hours and may include evenings, weekends, and alternative clinical schedules.

Failure to attend the required Nursing Program onboarding or a required clinical agency onboarding/orientation may result in forfeiture of admission for incoming students or ineligibility to progress to the next semester for continuing students. Students may request consideration through the General Nursing Petition process.

2.10 B Attendance Requirements

Students must complete all required classroom, laboratory, simulation, and clinical hours and demonstrate achievement of all course objectives to successfully complete a nursing course.

Because nursing education includes required contact hours and clinical competencies, absences may prevent a student from meeting course outcomes. If missed hours or required competencies cannot be completed, the student may receive a failing grade or no credit for the course.

Some clinical experiences cannot be rescheduled because of clinical agency or faculty availability. When clinical make-up experiences are unavailable, students may be unable to meet course objectives and therefore may not successfully complete the course.

2.10C Absence and Tardiness Notification

Students who will be absent must notify their instructor at least 60 minutes before the scheduled start time whenever possible.

Students who will be late must notify their instructor as soon as possible, preferably 30 to 60 minutes before the scheduled start time.

Failure to provide appropriate notification may be considered unprofessional conduct.

2.10D Definitions

Tardy: Arrival after the designated start time.

Absence: Missing more than 15 minutes of any scheduled class, laboratory, simulation, conference, or clinical experience.

2.10E Attendance Progressive Discipline

Attendance expectations are monitored separately within each nursing course. Each nursing course consists of both a theory component and a clinical component, including laboratory and/or simulation experiences as applicable. These components together constitute one nursing course and are not separate courses.

Theory, Laboratory, Simulation, and Clinical Attendance

- First attendance occurrence (absence or tardy)
 - Student receives a verbal warning.
 - Faculty will provide documentation of the verbal warning to the student.
- Second attendance occurrence (absence or tardy)
 - Student meets with course faculty and the Director of Nursing (or designee) within three (3) business days of the attendance occurrence.
 - Student is placed on an attendance contract.
 - The contract will state that any additional absence or tardy will result in dismissal from the Nursing Program.
- Third attendance occurrence (absence or tardy)
 - Student will be dismissed from the Nursing Program (drop, withdrawal, or departure) and may petition for readmission.

Mandatory Program or Clinical Agency Onboarding/Orientation

Failure to attend or arriving late to a mandatory Nursing Program or required clinical agency onboarding/orientation may result in ineligibility to enter or continue in the Nursing Program. Students may petition through the General Nursing Petition process.

2.10F Completion of Missed Work and Make-Up Hours

Students are responsible for completing all missed coursework and required contact hours.

The course faculty determine whether missed work, laboratory experiences, simulation, or clinical hours may be made up and establish the remediation plan necessary for the student to demonstrate achievement of course objectives.

Clinical make-up experiences:

- Must be completed under the supervision of designated nursing faculty.
- Are scheduled only when faculty and clinical resources are available.
- May occur after the end of the semester or after final examinations.
- May include one or more of the following:
 - ATI Real Life case studies
 - Skills competency demonstrations
 - Simulation experiences
 - Clinical rotations, when available

Because clinical placement opportunities are limited, replacement clinical rotations cannot be guaranteed. Students who are unable to complete required clinical hours or demonstrate required competencies may be unable to meet course objectives and may receive a failing grade.

Program-designated make-up days are reserved for program needs and are not intended for individual student absences unless specifically authorized by the Nursing Program.

Failure to complete assigned make-up work, remediation, laboratory, simulation, or clinical hours by the established deadline will result in a failing grade for the course.

2.10G Course Completion

Faculty evaluate each student's ability to achieve all course and clinical objectives throughout the semester. Students who fail to complete required contact hours and demonstrate achievement of course outcomes will not successfully complete the course and will receive a failing grade or no credit, as applicable.

2.11 Grading

- Grading Scale
 - Grading scale for all theory/clinical (cumulative) courses
 - 90-100% = A
 - 80-89% = B
 - 75-79% = C
 - 65-74% = D (failing)
 - 64% or below = F (failing)
- Nursing course grades are calculated based on the percentage of points earned out of the total points possible. Each course syllabus identifies the specific grading requirements, evaluation methods, and point distribution for that course.
- Decimal points are not rounded during the calculation of grades throughout the course. At the end of the course, the final course percentage will be rounded up to the next whole percentage point only when the decimal value is 0.5 or higher. For example, a final grade of 74.5% will be rounded to 75%, while a final grade of 74.4% will remain 74%.
- A minimum of 90% of the theory grade in Nursing Program courses will be determined by examinations and quizzes. The remaining 10% of the theory grade may be based on assignments or other course activities as identified in the course syllabus.
- Minimum Course Grade Requirement
 - Students must achieve a minimum grade of 75% (C) in all required nursing courses to progress in the Nursing Program. Students who do not achieve the minimum required grade have not met the prerequisite requirements for subsequent nursing courses and may not continue in the program.
 - Extra credit is not available in nursing courses and cannot be used to achieve the minimum passing grade of 75%.
- Theory Success Support

- Students who score below 75% on an examination or quiz must meet with their course faculty within two weeks of the examination date. A Theory Contract for Student Success will be completed to identify strategies, resources, and expectations to support academic improvement.
 - Any student whose overall course grade is below 78% at the Week 10 progress evaluation must schedule a meeting with the Director of Nursing (or designee). Students supported through the Workforce Innovation and Opportunity Act (WIOA) program will be reported to WIOA when their overall course grade is below 78% at the Week 10 evaluation point.
- Clinical Course Component
 - Nursing courses that contain a theory and clinical component receive one grade. The clinical component includes required clinical experiences, laboratory, and/or simulation activities as applicable. Clinical performance is evaluated based on achievement of clinical objectives; however, the clinical component does not receive a separate letter grade.
 - If the student successfully meets all clinical objectives, the grade recorded for the nursing course will be the student's theory grade.
 - If a student does not meet all clinical objectives, the student will receive a failing grade (F) for the nursing course, regardless of the theory grade earned.
- Cumulative Knowledge Expectations
 - Students are responsible for all previously taught theory content, nursing concepts, skills, and prerequisite knowledge throughout the program. Students may be evaluated on previously taught content in addition to current course material.
- Incomplete Grades
 - An incomplete grade (I) received in a nursing course must be resolved before the student may begin the next nursing course. If the incomplete grade is not removed within the required timeframe, the grade will be converted to an F or another alternate grade as determined by the course faculty.
- Late Assignment Policy
 - Late assignments will not be accepted without prior approval from the faculty. With a second late assignment, the student may be given a [Theory Contract for Student Success](#). Late assignments are subject to a 10% penalty each day they are delayed (unless late assignment penalty differs in the course syllabus). Unless otherwise directed written assignments must be submitted typed and professionally presented (correct spelling, grammar, and format). Assignments that are not typed or formatted according to the course specifications will be returned ungraded. In this instance, a late assignment penalty may apply (see course syllabus).

2.12 Nursing Program Standards of Conduct

Nursing students are representatives of both the Yuba College Nursing Program and the nursing profession. Students are expected to demonstrate professionalism, integrity,

accountability, and ethical behavior in all academic, laboratory, simulation, clinical, and program-related activities. Every student is responsible for providing safe, compassionate, and competent care while maintaining the trust placed in the nursing profession.

Students are required to comply with all policies, procedures, and expectations outlined in this Student Handbook, the Yuba College Catalog, the [Yuba College Student Code of Conduct](#), the [Yuba College Harassment Policy](#), the [National League for Nursing \(NLN\) Ethical Principles for Nursing Education](#), the [California Nursing Practice Act](#), the [California Board of Registered Nursing Standards of Competent Performance](#), and all applicable clinical agency policies and procedures.

Students function under the supervision of Nursing Program faculty and licensed registered nurses at affiliated clinical agencies. Students are expected to follow faculty direction and comply with all program and clinical requirements throughout the Nursing Program.

2.12A Professional Expectations

Students are expected to:

- Demonstrate professional, ethical, and respectful behavior in all learning environments.
- Maintain patient safety as the highest priority in all clinical activities.
- Practice within the legal and ethical standards governing professional nursing.
- Maintain patient confidentiality and comply with all HIPAA requirements.
- Demonstrate honesty, integrity, accountability, and respect toward patients, families, faculty, staff, peers, and clinical personnel.
- Maintain appropriate professional boundaries with patients and clinical staff.
- Comply with all Nursing Program, College, and clinical agency policies and procedures.
- Refrain from academic dishonesty, bullying, harassment, incivility, violence, discriminatory behavior, or defamatory statements.
- Accept responsibility for personal actions and professional conduct.

Clinical agencies and the patients they serve expect nursing students to arrive prepared, demonstrate sound clinical judgment, and conduct themselves with professionalism and integrity.

2.12B Student Success and Remediation

Students who fail to meet academic, clinical, or professional standards may be required to meet with faculty and complete a Contract for Student Success or other remediation plan. Depending on the severity or frequency of the concern, disciplinary action may include a verbal warning, written warning, clinical probation, course failure, or dismissal from the Nursing Program.

2.12C Criminal Background Checks and Drug Screening

Students must remain eligible to participate in required clinical experiences throughout the Nursing Program.

Any student convicted of a criminal offense while enrolled in the Nursing Program must notify the Director of Nursing (or designee) within five (5) calendar days of the conviction.

Students who are unable to obtain or maintain satisfactory criminal background clearance or required drug screening clearance may be ineligible to participate in clinical education. Because clinical participation is required for program completion, failure to meet these requirements may result in dismissal from the Nursing Program. Refer to the [compliance](#) section of the nursing program website for more details..

2.12D Grounds for Immediate Dismissal

Certain behaviors are considered incompatible with the safe practice of nursing and may result in immediate dismissal from the Nursing Program without the opportunity for remediation. These include, but are not limited to:

- Positive drug or alcohol screening.
- Criminal activity or conviction that prevents participation in required clinical experiences.
- Gross negligence resulting in actual or potential harm to a patient or family.
- Failure to report clinical errors, including medication errors or other patient safety events.
- Threats, intimidation, assault, or physical violence.
- Bullying, harassment, or serious incivility.
- Violations of the Yuba College Student Code of Conduct or Harassment Policy.
- Falsification of patient records, medical records, legal documents, academic records, or Nursing Program documentation.
- Possession of firearms, weapons, illegal drugs, or drug paraphernalia on College or clinical property.
- Theft or attempted theft involving patients, clinical agencies, faculty, staff, the College, or fellow students.
- Failure to successfully complete an assigned Clinical Contract for Student Success or required remediation plan.
- Unsafe clinical performance as defined in this Student Handbook.
- Violations of patient privacy or confidentiality, including HIPAA violations and inappropriate use of social media.
- Any behavior or incident that places a patient, student, faculty member, clinical agency, or the College at risk.
- Rejection or removal from a required clinical placement by a clinical agency.
- Violations of the Nursing Program's academic integrity policy.

Any suspected criminal activity occurring in connection with the Nursing Program will be reported to the appropriate authorities in accordance with applicable laws and College policy.

Professional conduct is an essential component of nursing practice. Students are expected to consistently demonstrate ethical behavior, sound clinical judgment, respect for others,

accountability, and a commitment to safe, high-quality patient care throughout the Nursing Program.

2.13 Clinical Standards

Our nursing students are expected to uphold the highest standards of professional nursing practice by adhering to established standards, guidelines, ethical principles, and legal requirements. Patient safety is the foundation of quality nursing care and is the responsibility of every nursing student. These Clinical Standards of Practice are designed to promote safe, ethical, and competent patient care while supporting student success.

Failure to meet clinical expectations, demonstrate satisfactory progress, or maintain professional conduct may result in a verbal warning, a Clinical Contract for Student Success, or dismissal from the Nursing Program. Faculty reserve the right to determine the appropriate level of intervention based on the severity or frequency of performance concerns or violations of program standards.

Students are expected to:

2.13A Professional and Ethical Conduct

- Comply with the California Nursing Practice Act, including [Article 7](#): Standardized Procedure Guidelines while participating in clinical experiences.
- Adhere to the Nursing Program Standards of Conduct and the College Code of Conduct at all times.
- Practice in accordance with the National League for Nursing (NLN) Ethical Principles for Nursing Education.
- Demonstrate honesty, integrity, accountability, and professionalism in all academic and clinical settings.
- Maintain behavior that reflects a drug- and alcohol-free professional environment.
- Demonstrate emotional stability and physical health necessary to provide safe patient care.
- Accept responsibility for personal actions and professional behavior.

2.13B Attendance and Clinical Participation

- Attend and complete all required program and clinical site orientations. Refer to the Attendance section of this handbook for additional requirements.
- Arrive on time for all clinical experiences and report to the designated faculty member or clinical supervisor upon arrival.
- Remain in the assigned clinical area during scheduled clinical hours unless on an authorized break. Students may leave the unit only for approved breaks in designated areas such as the cafeteria or staff break room.
- Notify the appropriate faculty member before the clinical rotation if an absence or tardiness is anticipated.
- Be present in the clinical agency only when officially assigned in the role of a nursing student.

- Refrain from entering the clinical setting if experiencing an illness or impairment that could place patients, staff, or classmates at risk.

2.13C Communication and Professional Relationships

- Communicate respectfully and professionally with faculty, patients, families, staff, and fellow students.
- Communicate patient information accurately, promptly, and appropriately.
- Contact clinical site staff only as directed by faculty.
- Maintain the confidentiality of clinical site personnel and do not share staff contact information outside of the Nursing Program.
- Notify faculty promptly of any patient concerns, changes in patient condition, or clinical questions.

2.13D Safe Clinical Practice

- Provide patient care that promotes the physical, emotional, and psychological safety of patients while respecting their dignity, privacy, and property.
- Demonstrate a nonjudgmental attitude and treat all individuals with respect and compassion.
- Perform only those nursing skills and procedures for which competency has been validated by Nursing Program faculty.
- Practice under the level of supervision appropriate for the student's demonstrated competency and the clinical situation.
- Follow all Nursing Program policies, clinical agency policies, and faculty directions regarding patient care.
- Work collaboratively as a member of the healthcare team.
- Complete documentation accurately, thoroughly, and in a timely manner.
- Accept responsibility for all assigned patient care and report to faculty and appropriate staff before leaving the assigned clinical area. Leaving without proper notification may be considered patient abandonment and may result in disciplinary action.
- Demonstrate safe and competent nursing care at all times.
- Follow faculty direction in all aspects of patient care.

2.13E Clinical Preparation

Students are expected to arrive fully prepared for each clinical experience by:

- Reviewing patient diagnoses, medical history, medications, and the established plan of care.
- Reviewing course content and working toward achievement of all course objectives.
- Collaborating with faculty and applying knowledge and skills gained from previous and concurrent nursing courses.
- Demonstrating continual growth in clinical judgment, technical skills, communication, and professional behavior.
- Consistently meeting clinical performance expectations outlined in course objectives and the clinical evaluation tool.

2.13F Dosage Calculation Competency

Students must achieve a score of 88% or higher on all required proctored Dosage Calculation Examinations to successfully complete each nursing course.

- Students who do not earn a minimum score of 88% on the required proctored Dosage Calculation Examination will not meet the clinical preparation requirements for the course.
- Failure to achieve the required minimum score of 88% demonstrates inadequate preparation for safe medication administration and clinical practice.
- Students who fail to achieve the required passing score of 88% will not meet the Clinical Standards of Practice and will fail the course in accordance with Nursing Program policy.

2.13G Clinical Performance Expectations

Students are expected to consistently demonstrate:

- Safe, competent, and patient-centered nursing care.
- Professional communication and teamwork.
- Ethical and legal nursing practice.
- Accountability and sound clinical judgment.
- Respect for patients, faculty, staff, peers, and the clinical learning environment.
- Compliance with all Nursing Program and clinical agency policies and procedures.

Maintaining these standards is essential for ensuring patient safety, fostering professional development, and preparing students for entry into the nursing profession.

2.14 Academic Integrity and Testing

The Nursing Program administers rigorous examinations and quizzes throughout the curriculum to evaluate student knowledge, clinical judgment, and readiness to provide safe and effective patient care. Students are expected to demonstrate academic integrity, professional behavior, and compliance with all testing procedures.

2.14A Academic Dishonesty and Testing Violations

Any violation of examination policies, testing procedures, or academic integrity expectations is considered academic dishonesty. Testing violations may result in immediate removal from the Nursing Program and the student may be ineligible for reapplication or readmission, in accordance with the Nursing Program policies and procedures.

Examples of testing violations include, but are not limited to:

- Accessing unauthorized resources during an examination.
- Communicating with other students during an examination unless specifically directed by faculty.
- Sharing or discussing examination content, questions, or answers with students who have not completed the assessment.
- Accessing an examination outside of the approved proctored environment.
- Using unauthorized electronic devices or materials.

- Any behavior determined by faculty to compromise examination security or academic integrity.

2.14B Examination Timing

The standard examination time is based on 1.5 minutes per exam question.

ATI Proctored Dosage Calculation examinations are allotted 2.5 minutes per question.

2.14B Technical Difficulties During Testing

Students are responsible for immediately reporting any technical difficulties that occur during an examination. Prompt communication is essential to allow faculty to determine appropriate next steps.

In-person examinations:

Students must notify the proctor immediately if a technical issue occurs.

Online examinations:

Students must immediately contact the course faculty when a technical issue occurs. Once contact has been established, faculty will provide instructions regarding next steps.

Failure to communicate technical difficulties during the examination will result in no consideration for score changes, retesting, or other exam adjustments.

2.14C Missed or Late Examinations

Examinations must be completed at the scheduled date and time unless prior approval has been obtained from course faculty.

If a student is approved to take an examination outside of the scheduled testing time, the examination must be completed within seven calendar days of the original examination date unless otherwise approved by faculty.

Students who take an examination after the scheduled time will receive a 10% deduction from the total points possible for that examination. Students may submit a petition to the full nursing faculty within two weeks of completing the late examination requesting review of the deduction.

Students who fail to take a scheduled examination and have not made prior arrangements with faculty may be permitted to complete a make-up examination at faculty discretion. If permitted, the maximum possible score will be 75%.

Failure to complete a missed examination within one week, unless otherwise approved by faculty, will result in a score of zero.

2.14D Quizzes

Quizzes may be announced or unannounced. Unannounced quizzes cannot be made up.

2.14E Exam Review and Test Item Questions

Questions regarding examination scoring or specific test items must be addressed with course faculty within two weeks of the examination date. Requests submitted after this timeframe will not be considered for grade changes.

Each course will provide a method for concept review. Examination materials and testing information are protected materials and may not leave the classroom, testing area, or approved review environment.

Study guides, test outlines, or lists of specific test content will not be provided. Students are responsible for all previously taught content, including prerequisite knowledge and material from previous nursing courses.

2.14F Final Examinations

Nursing Program final examinations do not follow the general college final examination schedule. Final examination dates and times will be provided by course faculty.

2.14G Examination Procedures

The following standards apply to all examinations:

- All on-campus examinations will have a proctor present.
- Students may not communicate with one another during examinations.
- Questions regarding examination content may only be answered if they are non-substantive. If information is provided to one student, faculty may share that information with the entire class when appropriate.
- Students must position themselves so that their examination cannot be viewed by another student.
- Students must immediately and silently leave the testing area after completing an examination.
- Collaboration on examinations or assignments, unless specifically authorized by faculty, is considered cheating.

2.14H Personal Items During Examinations

All personal belongings must be stored away from the testing area. This includes, but is not limited to:

- Cell phones
- Smart watches
- Headphones or Bluetooth devices
- Purses, backpacks, briefcases, and bags
- Coats, jackets, hats, and sunglasses

Exceptions may be made for approved religious apparel or documented accommodations.

Phones must be placed on silent mode and stored away from the testing area.

No personal electronic devices, Bluetooth devices, or personal calculators are permitted during examinations.

Food and beverages are not permitted in the examination room unless approved as an accommodation.

Only calculators embedded within the examination platform may be used. Handheld calculators, tablets, computers, or other electronic devices are prohibited.

Students may request clarification of non-medical terminology. Faculty will determine whether clarification or a dictionary reference is appropriate.

2.14I Computerized Examinations

Computerized examinations are completed in an approved, proctored testing environment.

Students must:

- Use only district-provided computers.
- Complete examinations only within the approved proctored environment.
- Use only faculty/proctor-approved materials.

Accessing computerized examinations from home, outside the approved testing environment, or through an unauthorized device is a violation of testing policy and may result in dismissal from the Nursing Program.

During computerized examinations, students may not access:

- Personal electronic devices
- Phones
- Smart watches
- Books or notes
- Purses, backpacks, or briefcases
- Personal calculators

Students may use only:

- Proctor-provided scratch paper
- A writing utensil provided or approved by the proctor

Scratch paper must be returned to the proctor immediately after the examination.

Hats with brims (such as baseball caps) are not permitted during computerized examinations.

All items brought into the testing area may be inspected before or during the examination.

2.14J Examination Security

Students must not discuss any examination content, including question formats, topics, answers, or specific questions, with students who have not completed the assessment. Failure to comply is considered academic dishonesty and will result in disciplinary action.

If a concurrent login alert or other security concern occurs during a computerized examination:

- The student may be removed from the examination.
- The examination attempt may be forfeited.
- The student must meet with the Director of Nursing (or designee) for review.
- The incident will be investigated and may result in dismissal from the Nursing Program without eligibility for reapplication or readmission.

- Exam Procedures
- ATI Policy
- Practice Exams
- Custom Exams
- ATI Comprehensive Exams
- Dosage Calculation Exams
- Testing at DSPS

2.14K Testing and Examination Accommodations- Disabled Students Programs and Services (DSPS)

The Nursing Program follows Yuba College policies and procedures regarding accommodations for students with disabilities. For additional information, refer to AP 5140 DSPS (Services for Students with Disabilities).

The Health and Medical Career Programs and Nursing Program collaborate with Disabled Students Programs and Services (DSPS) to ensure students with documented disabilities have equal access and opportunity to participate in the educational environment.

Participation in DSPS is voluntary. Students who choose to utilize DSPS accommodations must first complete the DSPS eligibility process and establish approved accommodations. Students are responsible for submitting a request to DSPS each semester to arrange testing accommodations for each specific nursing course.

Students who receive approved testing accommodations are responsible for:

- Communicating with DSPS and course faculty as early as possible before examination dates.
- Scheduling examinations with DSPS in advance to allow adequate time for appropriate arrangements.
- Completing quizzes and examinations during their scheduled DSPS testing appointment unless alternate arrangements have been approved through collaboration with the student, faculty, and DSPS.

Approved testing accommodations may include, but are not limited to:

- Extended testing time.
- Use of noise-canceling headphones or earplugs provided by DSPS.
- Testing in a distraction-reduced environment.
- Testing in a private room to allow use of assistive technology or verbalization of questions without disrupting other students.
- Other approved accommodations designed to reduce visual or auditory distractions or provide equal access to testing.

Extended testing time allows eligible students additional time to complete examinations based on their approved accommodation plan. The amount of extended time is determined by DSPS based on the student's documented disability and may include 1.5 times or 2 times the standard examination time.

Students utilizing extended testing time or other DSPS testing accommodations must complete examinations through the DSPS Testing Center. Nursing faculty are unable to provide extended testing sessions within the classroom due to instructional responsibilities and scheduling limitations.

Students who choose to complete examinations in the classroom rather than through DSPS will be expected to complete the examination within the standard time allotted to all students. The Nursing Program cannot guarantee that DSPS accommodations can be provided when a student elects not to use the designated DSPS testing process.

Students testing through DSPS must:

- Check in with DSPS at their scheduled testing appointment time.
- Complete testing under the supervision of a DSPS proctor.

In clinical settings, students with approved accommodations must continue to meet the essential technical standards and performance expectations of the Nursing Program. Students must be able to provide safe, appropriate, and timely care to patients/clients with or without reasonable accommodations.

For additional DSPS information or assistance, students may contact Disabled Students Programs and Services (DSPS) through the Yuba College DSPS Office.

2.15 ATI Testing

2.15A ATI Testing Policy

The Nursing Program utilizes ATI standardized assessments to support student learning, evaluate knowledge development, identify areas requiring additional study, and prepare students for successful completion of the NCLEX-RN® examination.

ATI assessments include practice assessments, proctored assessments, comprehensive predictor assessments, and other standardized assessments assigned by faculty. These assessments are designed to identify student strengths and areas requiring additional learning and remediation.

2.15B ATI Remediation

Remediation is an active learning process used to review content areas that have not been fully understood or mastered, as identified through ATI assessment results. ATI remediation resources are intended to support student success in nursing courses and preparation for the NCLEX-RN® examination.

Students are responsible for reviewing their individual ATI performance profile and completing assigned remediation activities. ATI Focused Review provides students with targeted resources, including ATI textbook references, media resources, and active learning templates.

Faculty will determine required remediation activities and documentation requirements.

2.15C ATI Practice Assessments

Practice assessments may be assigned throughout the Nursing Program. Depending on course requirements, practice assessments may be scored as complete/incomplete or assigned a numeric grade.

2.15D ATI Comprehensive Predictor Practice Exams

For courses utilizing ATI Comprehensive Predictor exams, assigned practice exams must be completed as a course requirement.

Practice exams:

- Are completed under faculty supervision/proctoring as assigned.
- Are scored as Complete or Not Complete.
- Must be completed before the student may take the course final examination.
- Do not receive course points unless specifically identified in the course syllabus.
- Require completion of assigned ATI remediation when indicated by ATI results.

Students must complete the ATI 3 Critical Points Remediation and submit required documentation before being eligible to take the course final examination.

Courses utilizing Comprehensive Predictor practice exams may include:

- N11A Fundamentals
- N12B Maternal Newborn
- N13A Pharmacology/Critical Care/Medical Surgical Nursing
- N13B Nursing Care of Children
- N33 Mental Health
- N4 Pharmacology, Leadership, Medical Surgical Nursing, and Medical Surgical Immune System content

2.15E ATI Practice Exams as Course Grade Components

Introduction and Intermediate Medical Surgical courses that do not utilize a Comprehensive Predictor exam will utilize ATI practice assessments as part of the course grade.

ATI practice assessments will account for 10% of the overall course grade.

Faculty will determine:

- The number of ATI practice assessments assigned.
- Which assessments receive a numeric score.
- Which assessments are scored as complete/incomplete.
- Required remediation expectations.

Students must complete assigned ATI practice assessments and required remediation to successfully complete the course.

For ATI practice assessments assigned a numeric grade:

- 50% of the ATI grade will be based on completion of the assessment.
- 50% of the ATI grade will be based on completion of required remediation.

Students scoring greater than 90% on a practice assessment may complete either ATI Focused Review remediation or an instructor-approved alternative remediation method.

Students scoring below 90% must complete formal ATI Focused Review remediation and provide documentation as required by faculty.

2.15F ATI Comprehensive Predictor Examinations

ATI Comprehensive Predictor examinations evaluate student readiness for NCLEX-RN® success and measure cumulative nursing knowledge.

Comprehensive Predictor examinations may be administered in the following courses:

- N11A Fundamentals Predictor
- N12B Maternal Newborn Predictor
- N13B Nursing Care of Children Predictor
- N33 Mental Health Predictor
- N4 Pharmacology Comprehensive Predictor
- Medical Surgical Comprehensive Predictor
- RN Leadership
- End-of-Program ATI Comprehensive Predictor

Courses without a Comprehensive Predictor examination will utilize ATI practice assessments as identified above.

Each ATI Comprehensive Predictor examination will represent 10% of the total course grade unless otherwise identified in the course syllabus.

Sample ATI Comprehensive Predictor grading- see course syllabus for specific grading:

ATI Performance Level	Course Grade Equivalent
Level 3	100% (A)
Level 2	85% (B)
Level 1	75% (C)
Below Level 1	50%

A score below Level 1 reflects performance below minimum expected competency in the assessed content area.

Faculty may utilize custom ATI proctored examinations as unit examinations or assessments within a course.

Faculty will provide students with opportunities to discuss general examination content, concepts, and testing strategies. Faculty will not review specific examination questions or provide answers to protected examination items.

Requirements for custom ATI examinations will be communicated within the applicable course.

2.15G Standardized Assessment Testing

Standardized testing materials are supplemental instructional resources used to evaluate student learning and NCLEX-RN® readiness. Some courses require students to purchase ATI assessment materials each semester through the designated vendor.

Students are required to complete assigned standardized assessments as part of course requirements.

Near the end of the fourth semester, students will complete a comprehensive ATI assessment designed to evaluate readiness for the NCLEX-RN® examination and identify areas requiring additional preparation.

2.15H Custom ATI Examinations

Faculty may utilize custom ATI proctored examinations as unit examinations or assessments within a course.

Faculty will provide students with opportunities to discuss general examination content, concepts, and testing strategies. Faculty will not review specific examination questions or provide answers to protected examination items.

Requirements for custom ATI examinations will be communicated within the applicable course.

2.15I Dosage Calculation Testing Policy

Dosage calculation competency is an essential nursing skill required for safe medication administration.

Dosage Calculation Practice Exams

Students will complete dosage calculation practice examinations prior to the ATI Proctored Dosage Calculation Examination.

Practice dosage calculation examinations:

- Are completed in class.
- Are not assigned course points.
- Are required preparation for the proctored dosage calculation examination.

Students who score below 88% on the practice dosage calculation examination must complete a faculty-directed remediation plan prior to taking the ATI Proctored Dosage Calculation Examination. Additional support resources are available to assist students in developing dosage calculation competency, including math tutoring through the Yuba College Tutoring Center and ATI Dosage Calculation tutorials provided as part of the Nursing Program resources. Students are encouraged to utilize these resources to strengthen calculation skills and prepare for successful completion of the proctored dosage calculation examination.

ATI Proctored Dosage Calculation Examinations

ATI Proctored Dosage Calculation examinations may be required in the following courses:

- N11A/N11B Dosage Calculation RN Fundamentals
- N12A Dosage Calculation RN Adult Medical Surgical

- N13A Dosage Calculation RN Critical Care

Dosage calculation examinations are not required in:

- N12B Maternal Newborn
- N13B Pediatrics
- N33 Mental Health
- N4

Dosage Calculation Competency Requirement

The ATI Proctored Dosage Calculation Examination is a competency requirement and does not receive course points.

Students must achieve a minimum score of 88% on the initial attempt to demonstrate safe medication calculation competency.

Students who do not achieve 88% on the Proctored Dosage Calculation Examination will not successfully complete the course due to inability to demonstrate required clinical safety standards.

There are no retakes of the ATI Proctored Dosage Calculation Examination. The student's competency determination will be based on the initial examination attempt.

Failure to achieve the required dosage calculation competency score may result in removal from the course and inability to progress in the Nursing Program.

2.16 Confidentiality and HIPAA Compliance

All nursing students are required to comply with patient confidentiality standards and the Health Insurance Portability and Accountability Act (HIPAA) regulations throughout the Nursing Program, including classroom, laboratory, simulation, and clinical experiences.

Patient confidentiality is a legal and ethical right of every patient. Students are responsible for protecting all patient information obtained through educational and clinical experiences. Any breach of patient confidentiality or HIPAA requirements may result in dismissal from the Nursing Program (drop, withdrawal, departure, or academic failure) and may result in civil and/or legal consequences.

2.16A Confidentiality Violations

The following actions are considered breaches of confidentiality and may result in disciplinary action, including dismissal from the Nursing Program:

- Accessing, sharing, discussing, or disclosing patient information with individuals who are not directly involved in the patient's care or educational experience.
- Sharing patient information outside the clinical or educational setting with anyone, including family members, friends, classmates, or others, through any method, including:
 - Email
 - Text messages
 - Hard copy or electronic documents

- Phone conversations
- Social media or networking platforms
- Fax or other communication methods
- Revealing information about a patient, clinical experience, or healthcare situation that allows another person to identify the patient, even if names or direct identifiers are not used.
- Discussing patient information in locations where individuals not involved in the patient's care may overhear the conversation, including hallways, elevators, public areas, waiting rooms, or clinical settings.
- Sharing confidential information related to clinical agencies, including agency performance, personnel, policies, or practices.
- Using social media or online platforms in a manner that reveals confidential information about patients, families, clinical agencies, agency staff, peers, or faculty.

Situations involving poor judgment or inappropriate disclosure of patient or clinical information may be considered unsafe and/or unethical nursing practice.

2.16B Mobile Device and Photography Policy

Photography and video recording are strictly prohibited in clinical settings, including patient care areas, hallways, outside areas, and facility lobbies. Students may not photograph patients, patient information, clinical environments, documents, or any materials containing protected health information (PHI).

Improper use of mobile devices that compromises patient privacy, confidentiality, or security of patient records is prohibited and may result in dismissal from the Nursing Program.

2.16C Handling of Patient Information and Clinical Documents

Students must protect all patient-related information obtained during clinical experiences. Before leaving a clinical site, students must place all patient-related documents and notes into designated confidential disposal containers (shred bins).

This includes, but is not limited to:

- Patient notes
- "Brain sheets"
- Census information
- Clinical databases
- Worksheets
- Any handwritten, printed, or electronic documentation containing patient-related information

If faculty require submission of any of the following documents as part of a clinical assignment, students must ensure that all protected health information (PHI) has been completely removed prior to submission. Documents containing PHI must never be submitted. If these documents are used during the clinical experience but are not required for submission, they must be

disposed of in the designated confidential document destruction (shred bin) container before the end of the clinical shift.

- ATI System Disorder templates or systems maps
- Concept maps

Students are responsible for ensuring that no patient-identifying information leaves the clinical environment.

Maintaining patient confidentiality is an essential responsibility of professional nursing practice. Failure to comply with HIPAA regulations and Nursing Program confidentiality expectations may result in disciplinary action, including dismissal from the program.

2.17 Unsatisfactory Clinical Performance

Clinical performance is considered unsatisfactory when a student fails to demonstrate the level of knowledge, skill, clinical judgment, care, or professional behavior expected of a student at the same level in the nursing program. Unsatisfactory performance includes, but is not limited to, failure to meet clinical performance standards, course objectives, professional expectations, or program policies.

Faculty reserve the right to implement corrective or disciplinary action based on the nature, severity, frequency, or potential impact of the student's performance. Disciplinary actions are not required to occur in sequential order.

Examples of behaviors that may result in disciplinary action include, but are not limited to:

- Failure to meet clinical performance standards or course objectives.
- Failure to comply with the California Nursing Practice Act, including Article 7, Standardized Procedure Guidelines, when applicable in the clinical setting.
- Failure to comply with agency policies and procedures.
- Failure to adhere to the Nursing Program Standards of Conduct or the College's Code of Conduct.
- Failure to demonstrate professional behavior consistent with the [National League for Nursing \(NLN\) Ethical Principles for Nursing Education](#).

2.17A Levels of Clinical Discipline

Based on the circumstances, faculty may implement one or more of the following actions:

- Verbal Warning
- Clinical Contract for Student Success
- Drop/Withdrawal/Departure/Academic Failure with eligibility for readmission
- Drop/Withdrawal/Departure/Academic Failure without eligibility for readmission or reapplication

The level of disciplinary action is determined by the seriousness of the student's performance and is not progressive or sequential.

Verbal Warning

A Verbal Warning may be issued when faculty identify a concern regarding a student's clinical performance or professional conduct.

The faculty member will:

- Discuss the concern with the student.
- Review applicable standards and expectations.
- Identify learning opportunities and corrective actions.
- Document the discussion using the Verbal Warning Form.
- Provide the student with a copy of the documentation. The original will be maintained in the student's program file.

Student Responsibilities

Within 24 hours of the identified incident, the student must email the clinical instructor a reflection that includes:

- A factual and objective description of the incident while maintaining patient confidentiality.
- Identification of the error or performance concern.
- The actual or potential consequences for the patient.
- Reflection demonstrating accountability and understanding.
- A plan to prevent recurrence.
- Remediation activities the student will complete to improve performance.

The reflection will become part of the Verbal Warning documentation and will be maintained in the student's program file.

Failure to submit the required reflection within the designated timeframe may result in additional disciplinary action.

Clinical Contract for Student Success

When a student's clinical performance requires formal remediation, faculty may initiate a Clinical Contract for Student Success. The type of contract will correspond to the identified performance concern. Students placed on a Clinical Contract for Student Success will receive written documentation outlining the faculty's evaluation of the performance concern, the required remediation plan, measurable performance expectations, the timeline for successful completion, and the consequences of failing to meet the established expectations. The contract will be reviewed during a meeting with the student, the faculty member, and the Director of Nursing (or designee). The Clinical Contract for Student Success becomes effective on the date of the contract meeting.

Contract Categories

Unsatisfactory Progress

An Unsatisfactory Progress contract is appropriate when the student is failing to meet clinical performance standards and/or course objectives but demonstrates the ability to improve through remediation.

The contract will identify:

- Areas of deficient performance.
- Required remediation activities.
- Expected outcomes.
- Timelines for improvement.
- Consequences for failure to meet contract requirements.

Incompetence

An Incompetence contract is appropriate when the student demonstrates a lack of knowledge, skill, clinical judgment, or care, or fails to exercise the degree of learning, skill, or care ordinarily possessed and exercised by a competent registered nurse. This includes the inability to safely perform required clinical skills or consistently apply previously learned competencies.

The contract will specify the competencies requiring remediation, methods for demonstrating competency, and the timeframe for successful completion.

Gross Negligence

Gross negligence is defined as an extreme departure from the accepted standard of nursing practice that demonstrates a conscious disregard for, or indifference to, the health, safety, or welfare of a patient.

A finding of gross negligence constitutes grounds for immediate dismissal from the nursing program. Students dismissed for gross negligence are not eligible for readmission or reapplication.

Faculty will complete the appropriate Drop/Withdrawal/Departure/Academic Failure documentation as outlined in the Nursing Student Handbook.

Student Responsibilities for Clinical Contracts

Students placed on a Clinical Contract for Student Success must:

- Submit a written reflection to the clinical instructor within 24 hours of the identified incident.
- Acknowledge receipt of the contract by email no later than midnight on the day the contract is issued.

The reflection must include:

- A factual description of the incident while maintaining patient confidentiality.
- Identification of the performance concern or error.
- The actual or potential patient consequences.

- Demonstration of accountability and understanding.
- A corrective action plan.
- Planned remediation activities.

The reflection will become part of the Clinical Contract for Student Success and will be maintained in the student's program file.

Failure to submit the required documentation within the specified timeframe may result in additional disciplinary action.

Failure to successfully satisfy the terms of an Unsatisfactory Progress or Incompetence Clinical Contract may result in a failing clinical grade or no credit for the clinical course. Students who fail the clinical component are not eligible to continue in the course.

2.17B Patient Safety Expectations

Students are expected to provide safe, competent, and ethical nursing care at all times.

Clinical behaviors that place a patient or another individual at risk may result in immediate removal from the clinical setting while the incident is evaluated.

Examples include, but are not limited to:

- Actions or omissions that place a patient or another individual in physical or emotional jeopardy.
- Failure to recognize or report significant changes in a patient's condition.
- Failure to follow faculty direction regarding patient care.
- Failure to seek appropriate supervision before performing skills beyond the student's level of preparation or scope.
- Failure to comply with agency policies, procedures, or safety requirements.
- Failure to comply with program clinical guidelines or faculty instructions.

Patient safety incidents will be evaluated based on the totality of the circumstances to determine whether the student's performance constitutes Unsatisfactory Progress, Incompetence, or Gross Negligence, and the corresponding disciplinary action will be determined accordingly.

2.17C Regulatory Requirements

Students involved in matters related to [Title 16, California Code of Regulations, Section 1444](#), that demonstrate present or potential unfitness to practice nursing may be dismissed from the nursing program and are not eligible for readmission or reapplication.

A conviction or act may be considered substantially related to the qualifications, functions, or duties of a registered nurse when it demonstrates present or potential inability to practice safely and consistently with the protection of public health, safety, and welfare.

2.18 Drop Process

2.18A Student Responsibilities

Students who are withdrawing, departing, or being dismissed from the Nursing Program must:

- Consult with their theory and clinical faculty.

- Review, sign, and submit the [Yuba College Nursing Program Drop/Withdrawal/Departure/Academic Failure Acknowledgement Form](#).
- Return all Nursing Program identification badges and any program-issued property to the Nursing Office as soon as possible.
- Complete the official course withdrawal through Yuba College Self-Service. The responsibility for withdrawing from nursing course(s) rests with the student.

If a student chooses not to withdraw, they will be advised of the withdrawal deadlines published in the Yuba College Academic Calendar. Failure to withdraw by the published deadline may result in a grade of "F" being recorded on the official transcript.

2.18B Faculty Responsibilities

Faculty will:

- Complete the Drop/Withdrawal/Departure/Academic Failure Form in consultation with the student.
- Process a course withdrawal as a courtesy only if the student has authorized faculty to do so on the Yuba College Nursing Program Drop/Withdrawal/Departure/Academic Failure Acknowledgement Form.

Students remain responsible for verifying through Yuba College Self-Service that any requested course withdrawal has been processed.

2.18C Students Seeking Readmission

Students who may be eligible to return to the Nursing Program must meet with the Director of Nursing (or designee) within 10 business days of their last date of attendance.

Eligibility for readmission is determined in accordance with the Nursing Program Readmission Policy. Meeting with the Director (or designee) does not guarantee readmission.

2.18D Ineligibility for Readmission

Students are not eligible for readmission or reapplication to the Nursing Program if their Drop/Withdrawal/Departure/Academic Failure is related to any of the following:

- Gross negligence in the clinical setting.
- Incompetence resulting in dismissal from the program.
- Serious unprofessional conduct.
- Any form of academic or clinical dishonesty, including cheating, falsification of records or documentation, plagiarism, or misrepresentation.
- Matters related to Title 16, California Code of Regulations, Section 1444, when the student's conduct or conviction demonstrates present or potential unfitness to practice nursing in a manner consistent with the protection of public health, safety, and welfare.

Students who are dismissed for any of the reasons listed above are not eligible for readmission or reapplication to the Nursing Program.

In addition, the Nursing Program will not provide a Letter of Good Standing for admission or transfer into another nursing or healthcare-related educational program for students dismissed under these circumstances.

2.19 Readmission

Only one readmission into the program is allowed. Only second, third, or fourth semesters of the nursing program are permitted to petition for readmission. Readmission to the program is not guaranteed, regardless of the reason.

2.19A Readmission Process

Students who wish to be considered for readmission to the Nursing Program following a Drop, Withdrawal, Departure, or Academic Failure must complete the following requirements:

- Meet with the Director of Nursing (or designee) within 10 business days of the student's last date of attendance.
- Complete and submit the Student Petition for Readmission before the end of the semester in which the student left the program.
- Nursing at nahp@yccd.edu.

Petition Review Process

Readmission petitions are reviewed by the Nursing faculty on a monthly basis. Faculty will vote to approve or deny each petition to determine the student's eligibility for readmission.

Petitions are generally reviewed once each month; however, review may be delayed during the months of June and July.

Students will be notified of the faculty's decision within 10 business days of the petition review via their official go.yccd.edu Yuba College student email account.

Readmission Eligibility

Approval of a petition establishes eligibility to be considered for readmission; it does not guarantee readmission.

If approved, the student will receive additional instructions through their official go.yccd.edu Yuba College student email regarding the two semesters during which they are eligible to be considered for readmission.

Readmission is contingent upon all of the following:

- Approval of the Student Petition for Readmission.
- Available space in the appropriate nursing course.
- The student's Merit-Based Score ranking among eligible applicants.

Students may be readmitted or readmitted following reentry to the Nursing Program only once.

Students must be readmitted within one year (two consecutive semesters) of their Drop, Withdrawal, Departure, or Academic Failure.

Students who have been out of the Nursing Program for more than one year (two consecutive semesters) are no longer eligible for readmission and must reapply for admission as a first-semester nursing student through the standard admission process.

Students who are readmitted will repeat the required nursing course(s). Any previously earned grades will remain on the student's official Yuba College transcript.

When the number of approved readmission applicants exceeds the number of available spaces, students will be ranked for placement according to the Nursing Program's Merit-Based Score, with the highest-ranked eligible students offered available positions first.

2.19B Selection and Ranking for Available Program Seats

When one or more seats become available in a nursing course or cohort, eligible applicants will be selected according to the Nursing Program's established placement priorities and ranking criteria. Placement is contingent upon available space and meeting all program requirements.

Priority of Placement

Available seats will be offered in the following order of priority:

1. Students approved for readmission following a Drop, Withdrawal, Departure, or Academic Failure.
2. LVN to RN Career Mobility students.
3. Transfer students.
4. Graduates of international nursing programs and applicants with California Board of Registered Nursing (BRN)-identified educational deficiencies.
5. Students admitted through the 30-Unit Option.

Readmission Ranking

When more than one approved readmission applicant is eligible for placement into the same course or cohort, applicants will be ranked using the following criteria:

1. Highest Nursing Program Merit-Based Score.
2. If Merit-Based Scores are equal, the highest ATI TEAS score.
3. If both the Merit-Based Score and ATI TEAS score are equal, priority will be determined by the earliest date and time stamp of the student's original
4. Nursing Program application.

LVN to RN Career Mobility Students

Qualified LVN to RN Career Mobility students are given priority for available seats following approved readmission applicants and before transfer applicants, graduates of international nursing programs, applicants with BRN-identified educational deficiencies, and 30-Unit Option students.

Transfer Students

When more than one qualified transfer student is competing for placement in the same cohort, the Nursing and Allied Health faculty will review the applicants and determine placement based

on the student's ability to meet all Nursing Program admission and progression requirements, including course equivalency, academic preparation, and available space.

Graduates of International Nursing Programs and Applicants with BRN-Identified Deficiencies

Graduates of international nursing programs and applicants directed by the California Board of Registered Nursing to complete specific nursing coursework to remedy educational deficiencies may be considered for available seats after higher-priority placement categories have been accommodated. Placement is contingent upon faculty approval, satisfaction of all program requirements, and available space.

30-Unit Option Students

Students admitted through California's 30-Unit Option may be considered for available seats after all higher-priority placement categories have been accommodated. Placement is contingent upon meeting all program requirements and available space.

The Nursing Program reserves the right to make final placement decisions based on program capacity, accreditation requirements, regulatory requirements, clinical placement availability, and student eligibility.

Students Not Eligible for Readmission or Ranking

Students are not eligible for readmission to the Yuba College Nursing Program under any of the following circumstances:

Program Entry and Petition Requirements

- The student withdrew, departed, or experienced academic failure during the first semester of the Nursing Program. First-semester students are not eligible for readmission but may reapply through the standard admission process. Students who previously earned a grade of C or better in Fundamentals of Pharmacology are not required to repeat the course if subsequently admitted to the program.
- The student's Student Petition for Readmission was denied by the Nursing and Allied Health faculty.
- The student failed to meet with the Director of Nursing (or designee) within 10 business days of the student's last date of attendance following a Drop, Withdrawal, Departure, or Academic Failure.
- The student has been out of the Nursing Program for more than one year (two consecutive semesters).
- The student has previously been readmitted or re-entered the Nursing Program following a prior Drop, Withdrawal, Departure, or Academic Failure. Students are eligible for readmission only once.

Failure to Complete Required Processes

- The student failed to complete the required Drop/Withdrawal/Departure/Academic Failure process, when applicable.
- The student failed to return all Yuba College and/or clinical agency identification badges or other required program property.

- The student failed to meet required Clinical Compliance requirements by the established deadlines, including, but not limited to, updated background checks, drug screening, immunization documentation, or other compliance requirements required for conditional readmission.
- The student failed to attend the mandatory readmission orientation or onboarding session.
- The student was offered conditional readmission but failed to accept the offer by responding to the Nursing Program via email at nahp@yccd.edu within five (5) business days.
- The student previously declined an offer of readmission.

Dismissal for Conduct or Performance

The student was dismissed from this or another nursing program for any of the following:

- Gross negligence.
- Serious unprofessional conduct.
- Academic or clinical dishonesty, including violations of academic integrity, testing policies, falsification of documentation, cheating, plagiarism, or misrepresentation.
- A positive drug or alcohol test that resulted in dismissal from the Nursing Program. Students who test positive due to a legally prescribed medication will be evaluated in accordance with the clinical agency's policy and Nursing Program requirements and may remain eligible for readmission, as determined by the program.

Transfer Student Restrictions

Transfer applicants are not eligible for admission or readmission if:

- They fail to provide contact information for their previous nursing program and written permission for the Nursing Program to communicate with the previous program regarding academic and clinical performance.
- They were dismissed, withdrew in lieu of dismissal, or experienced academic failure from another nursing program due to gross negligence, serious unprofessional conduct, academic or clinical dishonesty, or violations of that program's academic integrity or testing policies.

The Nursing Program reserves the right to deny readmission or transfer admission when a student's prior academic or professional conduct demonstrates that the student does not meet the standards for safe, ethical, and professional nursing practice.

2.20 Nursing Program Petition Process

The Nursing Program provides students with a formal petition process to request an exception, seek review of a program-related decision, or request consideration of matters that fall outside the scope of standard course procedures. This process applies to both General Nursing Program Petitions and Petitions for Readmission.

Completed petitions must be submitted to the general nursing email at nahp@yccd.edu.

Petitions are reviewed by the Nursing faculty and are generally considered once each month. Petitions submitted during the months of June or July may require additional processing time.

Following faculty review, students will be notified of the decision within 10 business days via their official go.yccd.edu Yuba College student email account.

Questions regarding the petition process or the types of matters that may be petitioned should be directed to the Nursing Department at (530) 741-6784.

2.21 Impairment

The Nursing Program is committed to maintaining a safe environment for patients, students, faculty, and clinical partners. Nursing students must be fit for duty and free from impairment during all academic, laboratory, simulation, and clinical activities.

When reasonable suspicion of impairment exists, the program will take immediate action to protect patient safety and follow a standardized, non-diagnostic, legally defensible process.

In compliance with the guidelines from the California Board of Registered Nursing regarding students suspected to be impaired by alcoholism, drug abuse and mental disability, the nursing faculty will:

1. Offer appropriate assistance, either directly or by referral;
2. May require, at student expense, random drug testing through an (contact nursing office) or at the clinical agency;
3. Have the responsibility and authority to take immediate corrective action with regard to the student's conduct and performance in the clinical setting;
4. Inform nursing students of the importance of seeking voluntary aid for conditions that could, if left unattended, lead to disciplinary action and may prevent them from being licensed to practice nursing in the state of California; and on admission to the program, distribute the policy to students and have each student sign a statement that they have read and understand the policies/procedures/content/expectations in the Student Handbook and agree to abide by them. This signed statement will be put in the student's file;
5. Provide factual material to incoming students regarding this policy on drug and alcohol abuse and mental disability among nursing students.

BRN considers the use of controlled substances, dangerous drugs or devices or alcoholic beverages to an extent or in a manner injurious to self or others to constitute unprofessional conduct. Nursing students showing signs of mental illness or chemical dependency should be directed to a health care provider for diagnosis and treatment of the illness. Chemical dependency and mental illness are diseases and should be treated as such.

This policy prioritizes:

- Patient safety
- Objective documentation
- Due process for students

- Chain-of-custody testing (when applicable)
- Compliance with institutional, clinical site, and California regulatory expectations

2. Definition of Suspected Impairment

Suspected impairment refers to observable behavior suggesting that a student's ability to safely perform nursing duties may be compromised due to physical, psychological, cognitive, or behavioral factors.

Possible contributing factors include:

- Alcohol or drug use (prescribed or non-prescribed)
- Fatigue or sleep deprivation
- Medical or neurological conditions
- Mental health distress
- Medication side effects

Faculty shall not attempt to diagnose impairment causes.

Indicators of Suspected Impairment

Physical Indicators

- Odor of alcohol or cannabis
- Unsteady gait or poor coordination
- Slurred speech
- Bloodshot or glazed eyes
- Tremors or slowed response
- Excessive drowsiness or nodding off

Behavioral Indicators

- Confusion or disorientation
- Irritability, agitation, or inappropriate affect
- Poor judgment or risky behavior
- Inability to follow instructions
- Unusual mood swings

Clinical Performance Indicators

- Medication or procedural errors
- Failure to follow safety protocols
- Unsafe patient interactions

- Inability to complete assigned tasks

4. Immediate Safety Response

1. The student shall be immediately removed from patient care duties if impairment is suspected.
2. Patient care responsibilities must be safely reassigned.
3. The student must remain under supervision until release from the clinical site is arranged.
4. Patient safety takes priority over all other considerations.

5. Documentation Requirements

Faculty must document:

- Objective observations (no assumptions or diagnoses)
- Date, time, and location
- Specific behaviors observed
- Witnesses (if any)
- Patient safety concerns
- Actions taken

A second observer should be used whenever feasible.

6. Private Student Notification

Faculty shall:

- Inform the student of observed behaviors
- State that concerns are based on safety and performance
- Clarify that no medical diagnosis is being made
- Allow the student to respond

7. Testing

If drug or alcohol testing is required under institutional or clinical affiliate policy:

- Testing must use chain-of-custody procedures
- Testing must occur in an approved occupational or forensic collection setting
- The Emergency Department is not a standard testing site

7.1 Prohibited Use of Emergency Departments

Students shall NOT be sent to an Emergency Department solely for drug or alcohol testing.

ER referral is permitted only if:

- The student has a medical emergency requiring treatment
- There is risk of acute medical instability (e.g., overdose, seizure, unconsciousness, trauma)
- Upon request of the clinical facility

Otherwise:

- ER use is not appropriate for occupational/school impairment screening
- ERs are not designated forensic collection sites

7.2 Approved Testing Locations

When testing is required, the student shall be directed to a testing facility. The student will be responsible for covering the cost of all testing.

- Approved third-party testing facility

All testing must:

- Follow chain-of-custody protocols
- Be completed by trained collection personnel
- Include proper identification verification
- Document time-sensitive sample collection (especially alcohol testing)

7.3 Decision Authority for Testing

Testing may be initiated only by:

- Faculty member in consultation with administration
- Clinical Facility Request

Testing decisions must be based on:

- Documented objective observations
- At least one corroborating witness when feasible
- Established reasonable suspicion criteria

7.4 Student Transportation Protocol

If impairment is suspected:

- The student shall NOT drive
- The program must arrange safe transportation via:
 - Family or friend pickup
 - Rideshare service
 - Campus or clinical site-approved transport process

Transportation arrangements must be documented, and student is responsible for the cost of transportation

7.5 Refusal to Test

If testing is required under policy and the student refuses:

- The refusal shall be documented
- The student will be removed from clinical participation
- Student will be exited from the program

7.6 Timing of Testing

- Alcohol testing should occur as soon as possible (ideally within 1–2 hours)
- Drug testing should occur within a reasonable window consistent with lab requirements
- Delays must be documented

7.7 Confidentiality and Chain-of-Custody

All specimens must:

- Be labeled and sealed at the collection site
- Follow documented chain-of-custody procedures
- Be released only to authorized testing laboratories
- Be reported only to designated institutional officials

8. Administrative Review

The Program Director (or designee) shall:

- Review documentation and test results (if applicable)
- Determine interim student status
- Coordinate with student affairs, legal counsel, or disability services as appropriate
- Ensure due process is followed

9. Student Support and Referral

Students may be referred to:

- Counseling services
- Student health services
- Substance use evaluation services
- Disability services (if applicable)
- External treatment providers

10. Disciplinary Action

Violations of the drug and alcohol policy result in immediate dismissal from the nursing program without the ability to reapply.

11. Confidentiality

Information will be shared only with individuals who have a legitimate educational or safety need to know.

12. Non-Retaliation

Good-faith reporting of suspected impairment shall not result in retaliation.

2.22 Chain of Command

Students must follow the chain of command to resolve issues.

1. Discuss and attempt to resolve the issue with that faculty or individual.
2. Make an appointment with the Assistant Director or Director of Nursing
3. Make an appointment with Dean, CTE & Workforce Development, Social Sciences, Health and Public Safety
4. Make an appointment with the Vice President of Instruction
5. If the individual is unable to resolve the complaint with program/institution officials or believes that the concerns have not been properly addressed, they may submit allegations of non-compliance to the Board of Registered Nursing

2.23 Mandatory Semester Onboarding

Mandatory Yuba College Nursing Program Onboarding sessions are scheduled as follows:

- First Friday in May — Time: To Be Announced
- Third Friday in November — Time: To Be Announced

These mandatory onboarding sessions occur before the start of the program and before the start of every semester. Attendance is required. Failure to attend or late arrival to a mandatory Nursing Program Onboarding session may result in ineligibility to progress to the next semester.

Students who are unable to progress due to missed onboarding may submit a petition for consideration using the [General Nursing Petition](#) process.

2.24 Clinical Facility Onboarding

Each clinical facility requires students to complete an onboarding process before participating in clinical experiences. Specific onboarding requirements and procedures will be reviewed during each course's orientation/onboarding process.

Attendance and completion of all required clinical facility onboarding activities are mandatory. Clinical onboarding sessions are scheduled by the clinical facilities and may occur outside of the student's regular course schedule. Because these dates are determined by the clinical agencies, they cannot be rescheduled.

Failure to complete required onboarding activities may prevent a student from participating in clinical experiences, and result in an inability to meet clinical objectives.

2.25 Transfer Students

This process applies to students who have started but have not completed a nursing degree program at another institution and wish to complete their nursing coursework at Yuba College in order to become eligible to apply for the NCLEX-RN examination.

Students from other nursing programs may apply to the Yuba College Nursing Program either as a generic nursing student applicant or as a transfer student applicant. Students seeking consideration as a transfer student must complete the following process.

Transfer Student Eligibility and Application Process

Step 1: Obtain Required Documentation and Meet with the Director of Nursing

Prior to meeting with the Director of Nursing (or designee) the student is responsible for obtaining the required documentation from their previous nursing program and ensuring that all documentation is complete. Do not make an appointment until you have all required documentation.

The student must schedule an appointment through the Nursing and Allied Health Administrative Secretary to meet with the Director of Nursing (or designee) and provide the required documentation during this meeting.

The required documentation is an official letter from the previous nursing program Director or designated representative verifying that the student left the previous nursing program in good standing.

The letter must include:

- Confirmation that the student left the previous nursing program in good standing.
- Verification that the student's cumulative GPA in completed Nursing Core Content Courses was 2.5 or higher at the time of departure.
- Confirmation that the student's departure was not related to:
 - Unsafe clinical practice or gross negligence.
 - Clinical or academic dishonesty.
 - Unprofessional conduct.
 - Violations of academic integrity or testing policies.
 - Any issues related to Title 16, California Code of Regulations, Section 1444.

For transfer consideration, good standing is defined as:

- A cumulative GPA of 2.5 or higher in completed Nursing Core Content Courses.
- Departure from the previous nursing program without unresolved safety, professional conduct, academic integrity, or regulatory concerns.

The required letter must be submitted by the student through the following methods:

- Letter Type: Reference/Verification Letter
- Delivery Method: Submitted electronically via email and provided during the scheduled meeting with the Nursing Department
- Recipient Email: nahp@yccd.edu

Students must also bring copies of nursing course syllabi and unofficial transcripts to the meeting with the Director of Nursing (or designee).

Students who do not provide the required documentation prior to the meeting with the Director of Nursing (or designee) will not proceed with the transfer student review process until all required documentation has been received.

Step 2: Counseling Review

After review of the required documentation and initial meeting with the Director of Nursing (or designee) the student must meet with a Yuba College counselor to verify:

- Completion of required Nursing Program prerequisites.
 - Bring copy of [Requirements Checklist](#)
 - Bring copies of all unofficial transcripts for review
- Completion of applicable Yuba College graduation requirements.
- Eligibility for consideration as a transfer student.

Step 3: Admissions and Records Review

Following counseling review, the student must complete an Admissions and Records review to confirm that all Yuba College Nursing Program admission requirements have been met. Student must submit OFFICIAL TRANSCRIPTS of all prerequisite and nursing coursework to Admissions and Records for review.

Step 4: Nursing Course Review and Placement Consideration

If the student is approved through the review process by:

- The Director of Nursing (or designee).
- Verification from the previous nursing program.
- Counseling.
- Admissions and Records.

The student's previously completed nursing coursework will be reviewed to determine potential placement within the Yuba College Nursing Program.

If the student is determined eligible for placement, admission consideration will be ranked according to the Nursing Program's Selection and Ranking for Available Program Seats Policy.

Placement consideration will occur for the semester immediately following completion of the transfer review process, provided space is available.

Transfer Students Not Eligible for Consideration

A transfer student is not eligible for admission consideration if any of the following apply:

- The student does not provide contact information for their previous nursing program and permission for Yuba College Nursing Program representatives to communicate with the previous institution.
- The student does not provide the required verification letter from their previous nursing program.

- The student was dismissed, withdrew, or experienced a Drop/Withdrawal/Departure/Academic Failure from another nursing program due to:
 - Unsafe clinical practice or gross negligence.
 - Clinical or academic dishonesty.
 - Unprofessional conduct.
 - Violations of academic integrity or testing policies.
 - Issues related to Title 16, California Code of Regulations, Section 1444.

A conviction or act shall be considered substantially related to the qualifications, functions, or duties of a registered nurse when it demonstrates present or potential unfitness to practice nursing in a manner consistent with the protection of public health, safety, and welfare.

- The student has been out of their previous nursing program for more than one year (defined as one Fall-to-Fall or Spring-to-Spring academic year). This timeframe will be verified during the initial meeting with the Director of Nursing (or designee).

The Nursing Program reserves the right to deny transfer admission when a student's previous academic, clinical, or professional history does not demonstrate the ability to meet the standards required for safe, ethical, competent, and professional nursing practice.

2.26 Military Healthcare Personnel Advanced Placement and Equivalency Credit Policy

The Yuba College Nursing Program recognizes that individuals with prior military healthcare education and experience may have acquired knowledge and clinical skills that are equivalent to portions of the Nursing Program curriculum. In accordance with California Board of Registered Nursing (BRN) requirements, the Nursing Program provides a process for evaluating prior military education and experience to determine eligibility for equivalency credit through challenge examinations and/or other methods of evaluation.

This process allows qualified applicants to demonstrate achievement of course objectives and nursing competencies without repeating coursework for which equivalency has been established. Advanced placement or equivalency credit is not guaranteed and is dependent upon successful completion of the evaluation process, meeting all Nursing Program admission requirements, and availability of space in the program.

Eligibility for Military Healthcare Personnel Advanced Placement

Individuals with prior military healthcare education and experience may be considered for advanced placement into the second semester of the Associate in Science Nursing Program if their education, training, and experience demonstrate equivalency to the knowledge, skills, and competencies required of students completing first-semester nursing coursework.

Examples of military healthcare occupations that may qualify for evaluation include, but are not limited to:

- Basic Medical Technician Corpsman (Navy Hospital Corpsman [HM] or Air Force Basic Medical Technician Corpsman Program [BMTCP]).
- Army Healthcare Specialist (68W Army Medic).
- Air Force Independent Duty Medical Technician (IMDT 4N0X1C).

Other military healthcare occupations may be considered when the applicant provides documentation demonstrating relevant education, training, and clinical experience applicable to Nursing Program course objectives.

Admission Requirements

Applicants seeking consideration through the Military Healthcare Personnel Advanced Placement and Equivalency Credit process must meet all general admission requirements for the Associate in Science Nursing Program, including:

- Completion of required prerequisite science courses.
- Completion of required general education courses for the Nursing major.
- Successful completion of the Test of Essential Academic Skills (TEAS).
- Completion of all required application and admission procedures.

Required Documentation

Applicants must submit documentation sufficient for the Nursing Program to evaluate equivalency of prior military education and experience. Required documentation may include:

- Official transcripts from military or educational institutions demonstrating completion of applicable coursework.
- Military training records and documentation of completed healthcare education.
- Documentation of clinical experience and healthcare responsibilities.
- Additional records requested by the Nursing Program to verify competency and equivalency.

The Nursing Program will maintain documentation of the evaluation process, including submitted materials, challenge examination results, competency evaluation results, and decisions regarding equivalency credit awarded.

Application and Review Process

Interested applicants must schedule an appointment with the Director of Nursing (or designee) at least four weeks prior to the Nursing Program application period to review eligibility requirements and required documentation.

After review of the applicant's documentation, the Nursing Program will determine whether the applicant's prior military education and experience are appropriate for evaluation through challenge examinations and/or competency assessments.

Applicants approved to proceed with evaluation will be provided information regarding the applicable course objectives, required competencies, examination format, and evaluation expectations.

Equivalency Evaluation Requirements

To demonstrate equivalency for advanced placement consideration, applicants must successfully complete the following evaluations:

- Fundamental Nursing Concepts Challenge Examination: Minimum score of 75%.

- Fundamental Dosage Calculation Examination: Minimum score of 88%.
- Nursing Skills Competency Evaluations: Successful demonstration of required psychomotor skills and clinical competencies.

Additional evaluation methods may be utilized by the Nursing Program as needed to determine whether the applicant has achieved the required course objectives and competencies.

Advanced placement will only be granted when the applicant demonstrates competency equivalent to students who have successfully completed the corresponding Nursing Program coursework.

Evaluation Timeline

All challenge examinations, dosage calculation examinations, and skills competency evaluations must be completed at least eight weeks prior to the start of the semester for which advanced placement is being considered, unless waived by the Director of Nursing (or designee).

Limitations and Ineligibility

Applicants are not eligible for Military Healthcare Personnel Advanced Placement if they:

- Do not meet Nursing Program admission requirements.
- Are unable to provide sufficient documentation for evaluation of prior military education and experience.
- Do not successfully complete required challenge examinations or competency evaluations.
- Previously enrolled in a nursing program and earned a grade of C- or lower or received a W (Withdrawal) in a nursing course.

Placement and Admission Consideration

Acceptance into the Nursing Program through the Military Healthcare Personnel Advanced Placement and Equivalency Credit process is contingent upon:

- Successful completion of all required evaluation methods.
- Determination that equivalency has been demonstrated.
- Completion of all Nursing Program admission requirements.
- Available space within the Nursing Program.

Advanced placement does not waive any remaining Nursing Program requirements necessary for completion of the Associate in Science Nursing Program or eligibility for the NCLEX-RN examination. Students receiving advanced placement must successfully complete all remaining required theory, laboratory, simulation, and clinical experiences required by the Nursing Program and applicable BRN standards.

2.27 Challenge Procedures: Course Prerequisites and Nursing Credit by Examination

The Yuba College Nursing Program recognizes that students may acquire knowledge, skills, and competencies through prior education, training, or experience. In accordance with California Board of Registered Nursing (BRN) requirements and Yuba College policies, the Nursing Program provides a process for evaluating prior learning through Credit by Examination

(Challenge) and other methods of evaluation to determine whether a student has achieved equivalency to required course objectives and competencies.

Credit by Examination does not replace the requirement for students to demonstrate the knowledge, clinical judgment, skills, and competencies necessary for safe nursing practice and eligibility for licensure.

Students seeking to challenge a course prerequisite or request nursing course credit by examination must follow the procedures outlined below.

Challenging Course Prerequisites

Students requesting to challenge a course prerequisite must follow the Yuba College process outlined in the College Catalog under Policy for Challenging Course Prerequisites.

Students must:

- Review the Yuba College Catalog policies and procedures related to prerequisite challenges before beginning the process.
- Meet with a Yuba College counselor to discuss academic considerations and implications.
- Complete and submit the required Prerequisite Challenge Form through the appropriate college process.

Approval of a prerequisite challenge does not guarantee admission to the Nursing Program. Students must still meet all Nursing Program admission requirements.

Nursing Credit by Examination (Challenge)

Credit by Examination provides an opportunity for qualified students to demonstrate that prior education, training, or experience has resulted in achievement of the knowledge, skills, and competencies equivalent to a specific Nursing Program course.

Students may request consideration for Credit by Examination when their previous education or experience indicates a related or equivalent background. Approval to challenge a nursing course is determined by Nursing Program faculty based on review of submitted documentation, course objectives, and required competencies.

Credit by Examination is not automatically granted based on prior experience, employment, certification, or licensure. Students must demonstrate competency equivalent to students who successfully complete the course through regular enrollment.

Eligibility and Limitations

Students requesting Nursing Credit by Examination must:

- Meet with a Yuba College counselor to discuss academic planning and implications.
- Submit the required Petition for Credit by Examination.
- Obtain approval from the appropriate Nursing Program faculty member before completing the challenge examination.

The following limitations apply:

- Students may not be enrolled in the course at the time of the challenge examination.
- Only the entire course may be challenged; individual units, segments, or portions of a course may not be challenged.
- A student may challenge a specific course only once.
- The challenge process must be completed prior to the beginning of the course term or module for which credit is requested.
- Approval to challenge a course does not guarantee successful completion or awarding of credit.

Students who expect to transfer challenge credit to another institution are strongly encouraged to review that institution's policies regarding acceptance of challenge credit and assigned grades.

Challenge Evaluation Process

After receiving approval to proceed, the student will work with the designated Nursing Program faculty member to:

- Review the challenge process.
- Identify required preparation materials.
- Schedule the challenge examination and/or competency evaluation.

Students will be provided access to available course materials, which may include:

- Course syllabus.
- Course objectives.
- Course outline.
- Required course resources.
- Examination format and expectations.
- Skills competency requirements, when applicable.

Students should allow adequate time for preparation. Challenge examination schedules will be established in writing and must be completed according to the approved timeline.

Evaluation Standards

Nursing faculty will determine whether the student has demonstrated competency equivalent to successful completion of the course.

Evaluation methods may include:

- Written challenge examination.
- Dosage calculation examination, when applicable.
- Skills competency examination.
- Clinical competency evaluation.
- Other evaluation methods deemed appropriate by Nursing Program faculty.

To receive credit, the student must demonstrate achievement of the course objectives and required competencies.

If the student successfully completes the challenge process, the grade earned will be recorded as the final course grade.

If the student is unsuccessful, the student may enroll in the course as a regularly enrolled student if permitted by Yuba College policy and if space is available.

Credit by Examination Documentation

The Petition for Credit by Examination must be completed according to Yuba College procedures.

The faculty member will submit required documentation to Admissions and Records after the evaluation process is completed and the final grade has been determined.

The Nursing Program will maintain documentation of challenge requests, approvals, examination results, competency validation results, and credit awarded in accordance with college record retention requirements.

Psychiatric Technician (Psych Tech) Challenge Option

Psychiatric Technicians who have been accepted into the Yuba College Nursing Program may request evaluation for Credit by Examination for Psychiatric Mental Health Nursing.

Approval requires:

- Review of prior education and clinical experience.
- Determination that prior learning may be equivalent to course objectives.
- Successful completion of required challenge examinations and competency evaluations.

Psychiatric Technician certification or employment experience alone does not guarantee Credit by Examination approval.

Students considering a challenge are encouraged to consult with a Yuba College counselor to support appropriate academic planning.

Faculty Authority and Final Determination

The Nursing Program faculty are responsible for determining whether a student's prior education, training, or experience demonstrates equivalency to Nursing Program course objectives and competencies.

Final approval of Credit by Examination is based on successful demonstration of competency, completion of required evaluation processes, and compliance with Yuba College policies and Nursing Program standards

2.28 Graduates of International Nursing Programs with BRN-Identified Deficiencies

The Yuba College Nursing Program may consider graduates of international nursing programs who have received a California Board of Registered Nursing (BRN) deficiency letter and require completion of identified nursing coursework and/or clinical experiences to meet California licensure requirements.

Students seeking remediation of BRN-identified deficiencies are not applying for admission to earn a nursing degree. They are seeking completion of specific educational requirements

identified by the BRN. Completion of deficiency coursework does not guarantee licensure eligibility, as final determination of eligibility for the NCLEX-RN examination is made by the California Board of Registered Nursing.

Requirements for Consideration

Students must:

- Submit the official California Board of Registered Nursing deficiency letter identifying the required areas of remediation.
- Meet with the Director of Nursing (or designee) to review the identified deficiencies and determine whether the Yuba College Nursing Program can provide the required coursework and/or clinical experiences.
- Submit official transcripts and course syllabi, as requested, for evaluation of previously completed nursing education.
- Meet with a Yuba College counselor, as needed, to review enrollment requirements and ensure completion of any applicable college requirements.
- Complete the Test of Essential Academic Skills (TEAS) with a minimum score of 70%, unless waived by the Director of Nursing (or designee).
- Complete any required Nursing Program compliance requirements prior to enrollment.

Admission and Enrollment Considerations

Enrollment in Nursing Program courses for BRN deficiency remediation is dependent upon:

- Verification of the BRN-identified deficiencies.
- Evaluation of prior nursing education and determination of appropriate course placement.
- Availability of space in the required course(s).
- Approval of the Director of Nursing and Nursing Department Faculty

Students completing BRN deficiency remediation will be required to successfully complete only the coursework and/or clinical experiences identified as necessary to address the BRN deficiencies, as determined through the Nursing Program evaluation process.

Completion of Yuba College coursework to remediate BRN deficiencies does not result in the awarding of a nursing degree unless the student separately meets all Associate in Science Nursing Program admission, progression, and graduation requirements.

Section 3 - Board of Registered Nursing and Regulations

California Board of Registered Nursing

Students who successfully complete the Program are academically eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) to practice as a Registered Nurse. Endorsement of one's licensure by a different state depends on individual evaluation of the candidate's original licensure credential in comparison to that state's licensure requirements.

Contact

Department of Consumer Affairs Board of Registered Nursing ([BRN](#))

1625 Market Blvd. Suite N 217

Sacramento, CA. 95834-1924

Phone: 916.322.3350

Nurse Practice Act

The Nursing Practice Act (NPA) is the body of California law that mandates the Board to set out the scope of practice and responsibilities for RNs. The NPA is located in the California Business and Professions Code starting with Section 2700. Regulations which specify the implementation of the law appear in the California Code of Regulations.

Article 2- Scope of Regulation

Business and Professions Code § 2725 clarifies the core functions of the California registered nurses' scope of practice.

Standards of Competent Performance

The BRN considers a registered nurse to be competent when he/she consistently demonstrates the ability to transfer scientific knowledge from social, biological and physical sciences in applying the nursing process, as follows:

- (1) Formulates a nursing diagnosis through observation of the client's physical condition and behavior, and through interpretation of information obtained from the client and others, including the health team.
- (2) Formulates a care plan, in collaboration with the client, which ensures that direct and indirect nursing care services provide for the client's safety, comfort, hygiene, and protection, and for disease prevention and restorative measures.
- (3) Performs skills essential to the kind of nursing action to be taken, explains the health treatment to the client and family and teaches the client and family how to care for the client's health needs.
- (4) Delegates tasks to subordinates based on the legal scopes of practice of the subordinates and on the preparation and capability needed in the tasks to be delegated, and effectively supervises nursing care being given by subordinates.

(5) Evaluates the effectiveness of the care plan through observation of the client's physical condition and behavior, signs and symptoms of illness, and reactions to treatment and through communication with the client and health team members, and modifies the plan as needed.

(6) Acts as the client's advocate, as circumstances require, by initiating action to improve health care or to change decisions or activities which are against the interests or wishes of the client, and by giving the client the opportunity to make informed decisions about health care before it is provided.

Setting up Pearson Vue and Breeze Accounts

- Complete the CA BRN [Application for Licensure by Examination application](#) online and pay all the required fees.
 - Students may apply starting 2 weeks before you complete final semester of the nursing program.
 - The application does not require you to submit a photo or your transcripts.
 - Program Completed: ASN: Associated Science in Nursing
 - The graduation date is the last day of classes that semester- see [academic calendar](#) for date
- Complete and pay for your [Pearson Vue account](#) after completing the CA BRN application.
 - Please note, if the BRN finds you ineligible to take the NCLEX-RN exam, you will lose the registration fee, so you can wait until you receive your eligibility letter from the BRN before registering with Pearson.
- The Nursing Director (or designee) will confirm your eligibility to take the NLCEX after the Registrar's office has awarded your degree. Pearson VUE obtains confirmations from the BRN each day at midnight. You should receive your Authorization To Test (ATT) within 72 hours of Pearson VUE receiving confirmation from the BRN. There is no need to send your transcripts to the BRN.
- Delays in receiving your ATT may be due to
 - Non-payment of the BRN and/or Pearson VUE account
 - Request for accommodations. This will delay your ATT for approximately 3 weeks
 - Incorrect degree designation on your BRN application
 - Incorrect or inconsistent names used for applications
- A completed application requires fingerprinting. As indicated in the Application for Licensure by Examination instructions, there are two acceptable methods for completing the fingerprint requirement.

- o “Live Scan” (recommended). Only the Live Scan form can be attached to the online application. Livescan will not hold you up from taking the NCLEX itself. If it is not submitted by the time you take the NCLEX, it might delay when you receive your license.
- o “Fingerprint Card (Hard Card)”. This method requires an additional \$49 fee to BRN.
- o Please visit [BRN Fingerprint Information page](#) for more information.
- An overview of the entire NCLEX-RN application process (Before the Exam, Exam Day, and After the Exam) is available on the [National Council of State Boards of Nursing website](#).
- Please read the application instructions thoroughly as it will be your primary source of information regarding this portion of the process. This portion of the NCLEX-RN process is between you, California RN, and the Board of Registered Nursing– the state agency which will issue your RN license. Questions about fees, fingerprinting requirements, etc. must be directed to that office.

Application Status can be checked [on the BRN website application status page](#).

For information related to the exam day including acceptable ID visit the [Exam Day website](#).

Statement on prior convictions

BRN screens applications fairly but cautiously. Schools of nursing are encouraged when counseling prospective nursing students to make them aware that there could be potential licensure problems due to serious acts or convictions. In this manner, students can explore other career options prior to investing substantial time in a Nursing Program if it appears that a prior serious act or conviction may jeopardize licensure due to its substantial relationship to the practice of nursing. The BRN protects the public by screening applicants for licensure to identify potentially unsafe practitioners.

Reporting Prior Discipline – As of July 1, 2020, applicants will no longer be asked about prior criminal conviction history. Criminal history will be discovered upon receipt of fingerprint results. All applicants with a history of criminal conviction will have their applications referred for an additional Enforcement Division review. Convictions within seven years from the date of application will receive a full enforcement review. The Board will not take action on any convictions that have been expunged under Penal Code section 1203.4 or dismissed; including expunged convictions within the seven years. The Board will not take action on convictions older than seven years, with exceptions. If the applicant was convicted of a serious felony as defined in section 1192.7 of the Penal Code or a crime for which registration is required pursuant to paragraph (2) or (3) of subdivision (d) of section 290 of the Penal Code, the BRN will consider the conviction even if it is more than seven years ago. If a student reports any prior discipline against a practical nurse, vocational nurse or other health care related license, the application processing time will be increased. The Board’s Enforcement Division must review the application prior to the applicant being considered for the NCLEX-

RN examination. Information on reporting of prior discipline against licenses is included in the application packet. There is a webinar if you are interested from the BRN's [website](#)

See websites below for details:

- [BRN](#)
- [Enforcement/convictions](#)
- [Enforcement QnA and video](#)

Section 4 - Partners and Committees

Community Collaborators

Sacramento Academic Clinical Alliance for Nursing Education (SACANE)

The Sacramento Area Collaborative for Nursing Education (SACANE) is a regional partnership comprised of nursing education programs, including Associate Degree Nursing (ADN), Bachelor of Science in Nursing (BSN), private, and public institutions, and major healthcare partners such as Common Spirit/Dignity Health, Adventist Health, Kaiser Permanente, and Sutter Health. The collaborative's mission is to strengthen partnerships between nursing education institutions and clinical agencies by coordinating resources, addressing shared challenges, and promoting excellence in nursing education, student training, and patient care outcomes.

SACANE meets monthly to facilitate communication and collaboration among academic and clinical partners. Regular agenda items include healthcare system and academic program updates, clinical student issues, student onboarding processes, clinical placement capacity planning, preceptor availability, workforce hiring trends, faculty shortages, staffing challenges within healthcare facilities, and updates to clinical policies and procedures. The group also discusses regional workforce needs, employment opportunities for new graduates, and coordinated responses to emerging healthcare challenges, including pandemic preparedness and response planning.

In addition to the monthly collaborative meetings, SACANE convenes a Nursing Directors Group every other month with representatives from the participating academic institutions. These meetings provide an opportunity to collaborate on shared initiatives, address program and clinical education challenges, and develop solutions to common issues. Topics include clinical placement coordination, faculty recruitment and staffing, student clinical policies, onboarding and compliance requirements, California Board of Registered Nursing (BRN) regulations, accreditation requirements, and recommendations for discussion with the broader SACANE academic-clinical partnership. This ongoing collaboration helps ensure consistency across nursing programs, strengthens clinical partnerships, and supports the preparation of a highly qualified nursing workforce for the region.

Sacramento Regional Nursing Advisory Board

The Sacramento Regional Nursing Advisory Meeting is held each spring and brings together the four community college Associate Degree Nursing (ADN) programs: American River College, Sacramento City College, Sierra College, and Yuba College. Clinical agency partners are invited to participate and provide valuable feedback and guidance to the nursing programs. Discussion topics include new graduate transition-to-practice performance, recommendations for curriculum and program improvement, workforce hiring trends and staffing needs, clinical placement capacity, student clinical performance and concerns, clinical onboarding processes, updates to clinical policies affecting student placements or nursing practice, and general facility and healthcare system updates. The meeting fosters collaboration between academic and clinical partners to ensure nursing education remains responsive to the evolving needs of the healthcare community.

BSN Partners

Our BSN partner institutions have established articulation agreements with our program to ensure that students receive maximum transfer credit for completed coursework while benefiting from reduced tuition costs and a seamless transition into bachelor's degree programs.

- [*Links to Partners*](#)

Clinical Partners

We offer an abundance of unique clinical placements that provide diverse learning opportunities for our equally diverse student population. As a core component of our nursing curriculum, students gain hands-on experience in high-quality clinical settings, including hospitals, clinics, and other healthcare facilities.

Clinical experiences begin in the first semester and continue throughout the program, allowing students to progressively build their knowledge, confidence, and clinical skills. At the start of each new clinical rotation, students participate in a facility tour and scavenger hunt designed to familiarize them with the unit, including the location of patient rooms, supplies, emergency equipment, and other essential resources.

Early in each clinical shift, the clinical instructor meets with students to review patient assignments, discuss learning goals, answer questions, and ensure they are prepared for the day's experiences. Faculty continue to check in with students throughout the shift, providing guidance, feedback, and support as students develop their clinical knowledge and skills.

Clinical shifts vary depending on the course and healthcare setting, with most lasting between eight and 12 hours to reflect the realities of professional nursing practice. Throughout each shift, students provide direct patient care while applying the knowledge and skills learned in the classroom. Clinical instructors remain available to provide guidance, answer questions, and support student learning throughout the day.

Students participate in a post-conference or mid-conference led by the clinical instructor. These reflective discussions encourage critical thinking by exploring questions such as: Why was your patient admitted? What medications did they receive, and why? What nursing interventions did you perform? What went well, and what would you do differently in the future? These conversations help students strengthen their clinical reasoning and connect classroom concepts with real-world patient care.

Clinical experiences expose students to a wide variety of patient populations and healthcare environments, helping them discover areas of nursing that align with their interests and career goals. By graduation, students have developed the clinical competence, professional confidence, and practical experience needed to transition successfully into nursing practice.

BRN Statement

All sites are BRN approved and have a clinical affiliate agreement in which the 6 elements in [CCR 1427\(c\)](#) of the Board of Registered Nursing are met.

A list of our clinical partners can be found on our [website](#).

College Committees

Graduation Admission Committee (GAC)

GAC is a multidisciplinary workgroup that meets monthly to support the Health and Medical Career Programs and Nursing. The group's primary goal is to streamline processes and promote student success throughout the entire student lifecycle, from pre-application through program completion.

GAC brings together representatives from academic programs, student services, admissions and records, information technology, enrollment services, counseling, and district administration to collaboratively identify barriers, improve processes, and enhance the student experience. Current members include Carrie Mehlert, Director of Health & Medical Career Programs and Nursing; Lynette Garcia, Professor and Assistant Director of the Nursing Program; Sonya Horn, Manager of Enterprise Applications; Peter Skillman, Information Systems Technical Webmaster; Grace O'Hair-Sherman, IT Software Specialist; Jennifer Maller, District Registrar; Angelica Munoz, Director of Enrollment Services and Admissions & Records; Shelly Smith, Senior Student Services Technician; Denise Villanueva, Senior Student Services Technician; Jackie Bumanglag, Professor and Program Director of the Radiologic Technology Program; Simone Daniels, Professor and Program Director of the Psychiatric Technician Program; King Xiong, Dean of Student Development; Inderjit Deol, Student Success Specialist, Health and Medical Careers; and Page Gearhart, Adjunct Faculty in Human Services.

Through regular collaboration, the GAC develops strategies to improve application processes, enhance communication across departments, address student support needs, optimize technology and workflow efficiencies, and ensure students receive coordinated services that promote timely progression and successful completion of their health career programs.

Health and Medical Career Programs and Nursing Full Faculty Monthly Meetings

Monthly department meetings are held with faculty and staff from the Nursing, Radiologic Technology, Psychiatric Technician, Veterinary Technology, and Human Services programs. These meetings provide an opportunity to share college-wide and program-specific updates, ensuring all members remain informed of institutional initiatives, policy changes, and program developments. Faculty report on the work of their respective committees, while administrators provide updates on college procedures, strategic initiatives, and operational changes.

The meetings also foster collaboration among the various health and human services programs. Although each program has unique accreditation standards, regulatory requirements, and clinical expectations, many share common challenges related to student success, clinical education, faculty resources, and program operations. By working together, programs are able to exchange best practices, develop innovative solutions, and support one another while maintaining the autonomy and integrity of their individual regulatory and accreditation requirements.

Nursing Curriculum Committee

The Nursing Curriculum Committee includes all nursing faculty and welcomes participation from all nursing students who wish to contribute. The committee meets monthly to review the existing curriculum, evaluate program outcomes, and identify revisions needed to ensure the curriculum remains organized, current, evidence-based, and responsive to the evolving needs of healthcare and nursing practice.

Student participation is an essential component of the curriculum review process. By actively engaging nursing students in discussions regarding course content, sequencing, teaching strategies, and learning experiences, the program ensures that student perspectives are incorporated into curriculum development and continuous quality improvement. This collaborative approach promotes a dynamic curriculum that supports student success while meeting accreditation standards and preparing graduates for contemporary nursing practice.

Content Expert Reports are reviewed and discussed annually as part of the Nursing Program's ongoing curriculum evaluation and continuous quality improvement process. A content expert is an individual who meets the qualifications outlined in [California Code of Regulations, Title 16, Section 1420 \(16 CCR § 1420\)](#). Content experts are responsible for reviewing and monitoring the program's curriculum within their designated specialty area, including geriatrics, medical-surgical nursing, mental health/psychiatric nursing, obstetrics, or pediatrics.

Annual reports evaluate the quality, currency, and effectiveness of the curriculum within each specialty area. Topics reviewed include course resources and textbooks, learning objectives, assignments, clinical learning experiences, faculty staffing, clinical agency partnerships, and the number of direct patient care clinical hours provided to students. Content experts also make recommendations to ensure the curriculum remains evidence-based, aligned with current nursing practice, and compliant with regulatory and accreditation standards.

In addition, End-of-Course Evaluations and End-of-Program Evaluations are reviewed each semester through the development of formal action plans. These action plans analyze student survey feedback, Student Learning Outcomes (SLOs), program outcomes, and other assessment data to identify strengths, areas for improvement, and opportunities for curricular enhancement. Recommendations resulting from these reviews guide program improvements and support a culture of continuous quality improvement that promotes student success and program excellence.

Student Representation

In addition to participation in the Nursing Curriculum Committee, students are encouraged to engage in a variety of other committees, organizations, and student clubs that support both the Nursing Program and the broader Yuba College community. These opportunities allow students to contribute their perspectives, develop leadership skills, strengthen connections with peers and faculty, and participate in activities that enhance the overall educational experience.

College Clubs

Yuba College has a variety of clubs on campus and each club is structured around a specific interest. Clubs provide a structured avenue for students to voice concerns and seek the support

of fellow students. Campus Life supervises and assists college clubs and organizations in the planning of educational, social and cultural activities. Any group composed of college students who use the name, funds, materials, or services of the college is a campus organization. A current listing of active clubs, their purpose, and contact information is available at Campus Life.

Pinning Committee

The Nursing Student Pinning Ceremony Committee is comprised of three to four fourth-semester nursing students who coordinate the planning and implementation of the pinning ceremony in collaboration with the faculty advisor. Student involvement in this process provides an opportunity for leadership development, collaboration, and meaningful participation in recognizing the transition from nursing student to professional nurse.

Program Pinning Ceremony

The Nursing Pinning Ceremony symbolizes the welcoming of newly graduated nurses into the nursing profession. The ceremony is held on the Yuba College Marysville Campus and provides an opportunity for graduates, families, faculty, and community partners to celebrate the accomplishments of the graduating class.

Participation in the ceremony is optional. Students who participate are expected to wear business professional or semi-formal attire. Students may contribute to the development of specific components of the ceremony, including music selection, student speakers, and guest speakers, in collaboration with the faculty advisor.

Standardized Pinning Ceremony Schedule

- Pinning Ceremony: Wednesday of finals week, 3:30 p.m.–5:00 p.m. | Yuba College Theatre
- Pinning Rehearsal: Day prior to ceremony, 8:30 a.m.–10:00 a.m. | Yuba College Theatre
- Theatre Decoration: Morning of ceremony, 10:00 a.m.–12:45 p.m.

Student Pinning Committee Responsibilities

Early in the fourth semester, the Pinning Ceremony Committee will begin planning and complete the following responsibilities:

Facilities and Event Coordination

- The Nursing Office will submit facility requests for the rehearsal, ceremony, and theatre decoration at least three months prior to the event.
- Any requests for special equipment or technology must be included in the facility request and approved in advance by the Theatre Technician.
- Parking considerations and event logistics will be coordinated through the appropriate campus processes.
- The Nursing Office will prepare ceremony programs and distribute them on the day of rehearsal.
- Students must notify the Nursing Office of graduating veterans at least eight weeks prior to the ceremony to allow for appropriate recognition.
- Decorations or equipment placed in the theatre require prior approval.

- For candle-lighting ceremonies, only non-drip wax candles may be used. Buckets of water must be placed at the top of the theatre steps for safe candle disposal following the ceremony.

Ceremony Program and Speaker Selection

The pinning ceremony will follow a standardized program. Students may choose to include speakers, although student speakers are not required.

The process for selecting student speakers includes:

- Students interested in speaking must submit their names to the Nursing Director (or designee) at least eight weeks prior to the ceremony.
- An anonymous vote will be conducted six weeks prior to the ceremony.
- The student Pinning Committee will coordinate the voting process, and the Nursing Director (or designee) must be invited to participate.
- All speeches, program modifications, slide shows, videos, and music selections must receive approval from the Nursing Director (or designee) and Faculty Coordinator at least three weeks prior to the ceremony.
- Slide shows, videos, and music presentations must not exceed three minutes in total length.

Photo, Video, and Presentation Guidelines

- Content from clinical facilities may not be included, including images or videos taken inside clinical facilities or on facility property.
- Students are encouraged to include photos and videos from the nursing skills laboratory; however, images should maintain professionalism and avoid compromising photographs involving mannequins or unrealistic clinical scenarios.
- Action-oriented images demonstrating nursing skills, assessments, and learning experiences are encouraged, as these provide meaningful examples of student growth for families and guests.
- Each clinical group may submit 10–15 images, with a tally included for each group.
- The thank-you slideshow must be submitted to the Faculty Coordinator four weeks prior to the ceremony.

Event Logistics and Student Responsibilities

- The Yuba College Theatre seats approximately 285 guests, with approximately 30 seats reserved for college representatives.
- Expenses related to nursing pins, flowers, decorations, receptions, or additional ceremony items are the responsibility of the graduating students.
- Students are responsible for coordinating nursing pins, sashes, candles, lanterns, and any other optional ceremony items in consultation with the faculty advisor.
- Students should recruit four to six second- or third-semester nursing students to assist as ushers, servers, and cleanup support.
- Students are responsible for all cleanup following the ceremony. Food and beverages are not permitted inside the theatre.

- All trash, decorations, and personal belongings must be removed from the theatre and green room before departure.

Faculty Advisor Responsibilities

The faculty advisor will support the Pinning Ceremony process by:

- Coordinating and managing the rehearsal with assistance from nursing faculty.
- Supporting students with ceremony planning and ensuring adherence to established procedures.
- Encouraging students to participate in the Yuba College Graduation Ceremony in May to celebrate completion of the Associate in Science Nursing degree.
- Identifying faculty awards and veteran recognition recipients using Nursing Curriculum Committee meeting minutes and program records prior to the ceremony.

Administrative Coordination

The Nursing Director will send calendar invitations to the following individuals and groups:

- College President (who will extend invitations to the Board of Trustees, Chancellor's Office representatives, and college executive leadership)
- Career Technical Education (CTE) and Workforce Development Dean
- Nursing Faculty
- Department Administrative Secretaries
- Clinical Agency Partners
- Guided Application Collaborative (GAC)

Cohort Meetings

Semester Meetings bring together faculty and students within each cohort to discuss current issues, course concerns, and opportunities for planning and program improvement. Meetings are held at least once each month and focus on the day-to-day operations and learning experiences within the semester's courses.

Student representatives serve as a communication link between faculty and their classmates by sharing important program and course updates with students at all instructional sites. They also communicate student questions, concerns, and feedback to faculty as appropriate to support effective collaboration and continuous program improvement.

Section 5 - College Resources and Policies

Yuba College Resources

Basic Needs

The Basic Needs Office supports students by connecting them with resources and services related to food security, housing, childcare, transportation, financial assistance, healthcare, mental wellness, and other essential needs that may impact academic success. These services are designed to help students remain enrolled, reduce barriers to education, and maintain focus on their academic goals.

The Basic Needs Office is located in Building 100B, Room 101A, across from Admissions and Records. Students may access information and referrals related to mental health resources, healthcare services, food assistance, employment support, transportation resources, housing assistance, financial resources, and childcare services.

Counseling

Students are encouraged to meet with a Yuba College counselor before applying to the Nursing Program to verify completion of the required prerequisite coursework and ensure they are prepared for the application process. Following acceptance into the Nursing Program, students should meet with a counselor to review their academic plan and confirm completion of all graduation requirements to help prevent delays in program completion or graduation.

Financial Aid

The Nursing Program recognizes that financial considerations can impact a student's ability to successfully complete their education. Financial Aid services are available to assist students in identifying resources and navigating the financial support options available to help offset the cost of attending college.

Financial Aid staff provide assistance with completing financial aid applications and offer guidance regarding eligibility requirements for available programs. Financial aid resources may include federal grants, work-study opportunities, state grants, fee waivers, and external [scholarship opportunities](#).

Students are encouraged to explore financial aid options early and utilize available resources to support their academic success.

Healthcare Clinic

Students pay a Student Health Fee as part of their tuition, which provides access to medical and behavioral health services. The Student Health Center is located in Building 100B, Room 102, and offers resources and support to promote student health and wellness. Check out the [Student Health Clinic Link](#) for up-to-date hours.

Library

Students have access to library resources, including a computer lab, study rooms, and technology lending services. Laptops and Wi-Fi hotspots may be available for semester-long

checkout on a first-come, first-served basis, depending on availability. Students should contact the Library at 530-741-6755 for current availability and checkout information.

Scholarships

Yuba College offers two types of scholarships; Yuba Community College District Foundation and External Scholarships. These scholarships are available to incoming, continuing and transferring students. Check the Yuba College [Scholarships link](#) for available scholarships.

Tutoring

Both drop-in tutoring and scheduled tutoring appointments are available.

U-alert

Enroll your mobile phone number to receive emergency alerts and important notifications from the college.

WIOA

The Workforce Innovation and Opportunity Act (WIOA) is a federally funded program that provides financial assistance to eligible individuals pursuing vocational training who have unmet educational expenses after applying for the California College Promise Grant (tuition fee waiver) and financial aid. WIOA funding is a grant and does not need to be repaid.

Students may still qualify for WIOA assistance while receiving other forms of support, including financial aid, EOP&S, CARE, DSPS, CalWORKs, unemployment benefits, veterans' educational benefits, or scholarships. WIOA is not an entitlement program. Eligibility is determined based on program requirements, individual financial need, and the availability of funding within the local county workforce agency.

Yuba College Policies and Procedures

Academic Calendar

Yuba College publishes an academic calendar that includes important dates and deadlines, including the last day to drop courses with a "W" notation, graduation application deadlines, priority graduation dates, holidays, and other key academic dates.

Students should be aware that Nursing Program clinical requirements may occasionally require clinical rotations on dates that coincide with college holidays or other academic calendar breaks. Any required clinical dates that differ from the published academic calendar will be communicated to students in advance by course faculty.

FERPA

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records at educational institutions that receive funding from the U.S. Department of Education.

Under FERPA, eligible students have the right to:

- Inspect and review their education records.

- Request correction of inaccurate or misleading education records.
- Provide written consent before the College discloses personally identifiable information from education records, except as otherwise permitted by FERPA.
- File a complaint with the U.S. Department of Education concerning an alleged failure to comply with FERPA.

What FERPA Means for Nursing Students

The Nursing Program is committed to protecting the confidentiality of student education records. Student grades, evaluations, clinical performance, disciplinary records, and other education records are maintained in accordance with FERPA and applicable state and federal laws.

Faculty, staff, and administrators may access or discuss student information only when they have a legitimate educational interest or as otherwise permitted by law.

Authorization to Release Information

Participation in the Nursing Program requires placement at affiliated clinical agencies and compliance with regulatory, accreditation, and clinical facility requirements.

By signing the Nursing Student Handbook Acknowledgement and Authorization, students authorize Yuba College to disclose information necessary for participation in the Nursing Program to Nursing Program faculty, staff, administrators, affiliated clinical agencies, and other entities involved in the student's education, clinical placement, accreditation, regulatory compliance, or licensure requirements.

Information that may be released includes, but is not limited to:

- Background check information or verification of background check status.
- Drug screen information or verification of drug screen status.
- Date of birth.
- Social Security number, when required by a clinical agency or as otherwise permitted or required by law.
- Personal or Yuba College email address and other contact information.
- Health information required for clinical participation.
- Immunization and other clinical compliance records.
- Enrollment, academic, or clinical placement information necessary to verify eligibility for participation in clinical experiences.

Only the information necessary to meet educational, clinical, regulatory, accreditation, or legal requirements will be disclosed.

Students who decline to authorize the release of information required for clinical placement or regulatory compliance may be unable to participate in required clinical experiences and, therefore, may be unable to meet Nursing Program requirements.

FERPA Exceptions

FERPA also permits disclosure of education records without student consent in certain circumstances, including:

- To school officials with a legitimate educational interest.
- To comply with a lawfully issued subpoena or court order.
- In connection with a health or safety emergency.
- As otherwise authorized or required by federal or state law.

Students are encouraged to review the College's FERPA policy and contact Admissions and Records with questions regarding their educational records or FERPA rights.

Grievance Process

Yuba College is committed to serving students in a respectful, fair, and equitable manner. District policies protect the rights of all members of the campus community and ensure every student a fair opportunity to pursue their academic goals. The procedures outlined below are available to any student who reasonably believes that they have been subject to an unjust action or decision that has adversely affected his or her rights as a Yuba College student or is not in compliance with College policies or state or federal laws.

Complaint Process

STEP 1: Meet with the instructor or staff member to discuss your complaint.

STEP 2: If unable to resolve your concern with a faculty member, please contact the Director or Dean of the discipline/course/program. Click [here](#) for a list of disciplines and contacts.

STEP 3: If unable to resolve your concern with the Director or Dean, please contact the appropriate Vice President. Above link includes each Vice President's contact information.

STEP 4: If unable to resolve your concern with the Vice President: Fill out [a Contact Us form](#). Be sure to click on the "Complaint" button

Smoking

Tobacco use is prohibited on all Yuba Community College District campuses and outreach centers within the boundaries from public sidewalks or property lines on the edge of each of the College's campuses, properties, and leased spaces. This includes all buildings, walkways, sidewalks, parking lots, on-campus roads and driveways, grounds, on-campus bus stops and shelters, exterior open spaces, sports venues, and personal and college vehicles in these areas. There will no longer be designated smoking areas.

Student Code of Conduct

Yuba Community College District is committed to ensuring student success by providing a world class learning environment. In this constructive campus environment, students will gain or develop knowledge, skills or abilities in the following areas: Communication, Computation, Critical Thinking, Global Awareness, Information Competency, Personal and Social Responsibility and Technological Awareness. In joining our academic community, and as a vital part of maintaining this environment, College students are expected to conduct themselves in accordance with district standards and to comply with district rules and those adopted by state and local authority.

Title IX

Title IX of the Education Amendments of 1972 and certain other federal and state laws prohibit discrimination on the basis of gender or sexual orientation in employment, as well as in all education programs and activities operated by Yuba Community College District (both on and off-campus). The protection against discrimination on the basis of gender or sexual orientation includes sexual harassment, sexual misconduct, and gender-based dating and domestic violence, stalking, and retaliation.

Students, employees or others wishing to file a complaint of discrimination on the basis of ethnic group identification, religion, age, gender, sexual orientation, color, or physical or mental disability or any other category of unlawful discrimination should contact the Chief Human Resource Officer. To make an appointment with the Chief Human Resource Office contact:

Christopher Little

530-741-6982

clittle@yccd.edu

Process for reporting Title IX Violation:

- Immediately report the suspected violation to the Districts Title IX officer via email AND complete a [complaint form](#)
- Utilize [confidential resources](#)
- Notify Director and Dean