

**Creighton University**  
**School of Nursing**  
**Safety and Technical Standards Policy and Procedure**

**PURPOSE:** To validate the academically accepted undergraduate and graduate student's ability to meet the cognitive, affective and psychomotor requirements of the curriculum, with or without reasonable accommodations, consistent with the Americans with Disabilities Act.

**SCOPE:** This policy applies to all prospective and current undergraduate and graduate School of Nursing students.

**POLICY:** Full acceptance into the School of Nursing will be considered two-tiered and based on two independent processes:

1. Academic acceptance based on established criteria and review of application;
2. Receipt and approval of the "Safety and Technical Standards" form (attached).

Current students must continue to meet those safety and technical standards yearly.

**Confidentiality:** The handling of all records and subject information will be strictly confidential and revealed only to those required to have access. Any breach of confidentiality will be considered serious and appropriate disciplinary action will be taken.

**PROCEDURES:**

**Initial verification by student of meeting required safety and technical standards.**

- Once the applicant has met the academic qualifications for acceptance, the "Safety & Technical Standards" form will be sent to the applicant with the official notification of conditional acceptance into the School of Nursing from the:
  - Undergraduate Admissions Office for traditional and transfer students
  - School of Nursing Office of Student Affairs for Accelerated and RN-BSN students
  - Graduate School in conjunction with the School of Nursing Office of Student Affairs for Graduate Nursing students.
- The academically accepted student will complete the form and return it within fourteen (14) days.
- The Associate Dean for Student Affairs ("Associate Dean") will review the form and evaluate any request for accommodations to determine the adequacy of the supporting documentation and the reasonableness of the requested accommodation. The Associate Dean of Student Affairs may:
  - Request additional information and/or documentation from the student.
  - Consult with selected members of the "Safety & Technical Standards Review Committee" to review the information.
- Once the Associate Dean's file is complete, the Associate Dean shall present the file to School of Nursing Undergraduate Admissions and Promotions or Graduate Admissions and Progressions (A&P) Committees at the next regular committee meeting for a decision about the supporting documentation and the reasonableness of the requested accommodation, and the Student's admission to the School.

- Students will be notified in writing of the A&P Committee's decision about the reasonableness of the requested accommodations within five (5) working days of the A&P Committee meeting.

**Yearly verification by student of meeting required safety and technical standards.**

- Current undergraduate and graduate students will verify that they continue to meet the safety and technical standards yearly.
- The School of Nursing Associate Dean for Student Affairs will review the verification and evaluate any request for accommodations to determine the adequacy of the supporting documentation and the reasonableness of the requested accommodation.
  - The Associate Dean of Student Affairs may consult with selected members of the "Safety & Technical Standards Review Committee" and will follow the review process consistent with the initial verification procedure.
  - *Until a final decision is made, the individual will not be allowed to participate in clinical courses.*

**Episodic verification by student of meeting required safety and technical standards.**

- If a student is injured or is ill, the Program Chair and the Associate Deans for Student Affairs and/or Academic and Clinical Affairs may request health care provider verification of the student's continued ability to meet the standards.
- A copy of the "Safety and Technical Standards" form and a cover memo for the health care provider to verify that the student can meet the safety and technical standards will be provided to the physician/health care provider by the student.
  - The student will return the health care provider-completed and signed memo to the Associate Dean for Student Affairs.
  - The Associate Dean for Student Affairs will review the verification and evaluate any request for accommodations to determine the adequacy of the supporting documentation and the reasonableness of the requested accommodation.
    - The Associate Dean of Student Affairs may consult with selected members of the "Safety & Technical Standards Review Committee" and will follow the review process consistent with the initial verification procedure.
    - *Until a final decision is made, the individual will not be allowed to participate in clinical courses.*

**Disputing the decision.** The student may appeal, in writing, the A& P Committee's decision. Such appeal shall be made to the Dean in writing within fourteen (14) working days from the student's receipt of notice of the A & P Committee's decision. The decision of the Dean on appeal shall be final.

**Misrepresentations.** Any identified misrepresentation, falsification, or material omission of information from the applicant discovered during the acceptance process and deliberation of clinical course eligibility may exclude the student from continued clinical participation or immediate dismissal.

**The “Safety and Technical Review Committee”** will consist of, but not be limited to, the following individuals:

- Associate Dean for Student Affairs, School of Nursing, chair
- Representative of the General Counsel’s Office
- University Coordinator of Services for Students with Disabilities
- University Privacy Officer
- Associate Dean for Academic and Clinical Affairs, School of Nursing
- School of Nursing Chair of the program (Traditional, ANC, RN-BSN, Graduate) to which the student has been accepted

**ADMINISTRATION AND INTERPRETATIONS:** Questions about this policy and procedure may be directed to the Associate Dean for Student Affairs. In addition, the General Counsel’s Office or Compliance Officer for the Health Sciences may be consulted.

**AMENDMENTS OR TERMINATION OF THIS POLICY:** Creighton University School of Nursing reserves the right to modify, amend, or terminate this policy at any time.

(8/14/06, date)