

# Oregon Coast Community College

## Nursing Program Policy Manual

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**Policy Title:** Nursing & Allied Health Dismissal Policy

**Policy Category:** Assessment, Evaluation, Grading, and Course Progression Policies

Effective Date: 09/13/2023

Approved By: Dr. Crystal Bowman, Dean of Nursing & Allied Health

### 1. Purpose

This policy outlines the criteria, procedures, and considerations for the dismissal of students from the Oregon Coast Community College nursing program. Dismissal from the nursing program is a serious outcome that occurs when a student's academic, clinical, or professional performance falls significantly below the standards or outcomes established by OCCC, the nursing program, and clinical partners or the profession of nursing. This policy ensures fair, consistent, and transparent processes in alignment with Oregon State Board of Nursing (OSBN) regulations, OCCC standards, and accreditation requirements.

### 2. Scope

This policy applies to all students enrolled in the Nursing Program at OCCC, including students in the Practical Nursing, Associate Degree Nursing, and related bridge or transition programs.

### 3. Definitions

- **Dismissal:** Removal of a student from the Nursing Program. Dismissal can be temporary or permanent depending on the circumstances.
- **Remediation:** Targeted support for students at risk of failing. It includes identifying these students, providing tailored strategies, and offering extra resources to help them meet academic and clinical standards
- **Probation:** A formal period of academic or behavioral monitoring prior to potential dismissal.
- **Unsafe Clinical Practice:** Actions or omissions that place patients, peers, faculty, or staff at risk of harm.
- **Unprofessional Conduct:** Behavior inconsistent with nursing standards, the OCCC Nursing Program Handbook, or OSBN professional standards.

#### 4. Policy Statement

Students in the Nursing Program are expected to demonstrate academic integrity, professional conduct, and safe clinical performance. Dismissal is considered a last resort when remediation, probation, or corrective measures have failed, or when violations are so severe that continued enrollment is not possible.

#### 5. Procedures

Students may be dismissed from the Nursing Program for reasons including, but not limited to:

##### **Academic Performance**

- Failure to achieve a 76% cumulative score on exams.
- Failure to achieve a 76% cumulative score overall.
- Failure to meet identified course or program outcomes.

##### **Clinical Performance**

- Consistent demonstration of unsafe clinical practice or behaviors or actions that jeopardize patient safety or well-being.
- Inability to demonstrate competency in clinical outcomes or competencies.
- Inability to demonstrate sound clinical judgment at a level consistent with the student scope of practice and clinical outcomes.

##### **Professional Behavior**

- Engaging in unprofessional or uncivil conduct, including, but not limited to dishonesty, violation of patient confidentiality, unethical behavior, or disruptive conduct.
- Failure to adhere to the nursing program's policies related to professionalism, civility, and student conduct, including violations of academic integrity and artificial intelligence use.

##### **Failure to Meet Essential Requirements**

- Inability to fulfil essential physical, mental, or emotional requirements necessary for safe and effective nursing practice, even with reasonable accommodations.
- Failure to complete clinical hours by the end of the term.

Dismissal Process:

##### **(1) Identification of Concern(s)**

Nursing faculty, nursing advisor, nursing mentor, Assistant Director of Nursing, Dean of Nursing and Allied Health will identify and document the behavior or event of concern on the Alert Progress Record (APR).

##### **(2) Notification**

Students will be notified in writing of the specific concerns and reasons for potential dismissal. They will be given an opportunity to meet with program faculty or administrators to discuss their concerns and present their perspective.

### **(3) Remediation**

When possible, students will be provided with opportunities for remediation. Remediation plans will be developed collaboratively between the student and the program, outlining clear goals, timelines, and strategies for improvement.

Following the remediation period, the student's progress will be evaluated. If the student fails to meet the established goals or continues to demonstrate inadequate performance, dismissal proceedings may continue. A remediation or improvement plan documented or an APR as part of a warning or probation may be used to demonstrate inadequate performance.

### **(4) Dismissal Decision**

A dismissal decision will be made by a committee composed of relevant nursing program faculty and program administrators. The decision will be based on documented evidence of the student's performance, behavior, and remediation efforts. The final dismissal decision is approved by the Dean of Nursing and Allied Health.

All dismissal processes, communications, and related documentation will be treated as confidential and disclosed only to those directly involved in the dismissal process.

### **(5) Appeal Process**

Students have the right to appeal the dismissal decision. The appeal process will be discussed in the dismissal meeting. Appeals must be submitted in writing per the OCCC grievance procedure.

### **(6) Readmission**

Formerly dismissed students seeking re-admission to the nursing program must demonstrate significant improvements in the areas that led to their dismissal. Re-admission decisions will be made on a case-by-case basis, considering evidence of growth and readiness for success. See readmission policy.

## **6. Responsibilities**

- **Students:** Understand and comply with academic, clinical, and professional expectations.
- **Faculty:** Monitor student performance, document concerns, and provide remediation where appropriate.
- **Program Director:** Oversee enforcement of this policy and ensure fairness and consistency.

- **Dean of Nursing & Allied Health:** Review appeals and uphold institutional integrity.

## 7. Related Policies & References

- Nursing & Allied Health Student Handbook
- Oregon State Board of Nursing Division 21 Standards

## 8. Review & Revision History

Date / Description of Change / Approved By

- 09/6/2023 / Initial policy draft / Dr. Crystal Bowman, Dean of Nursing & Allied Health
- 09/13/2023 / Policy effective / Dr. Crystal Bowman, Dean of Nursing & Allied Health
- 9/6/2024 / Policy reviewed / Dr. Crystal Bowman, Dean of Nursing & Allied Health
- 8/18/2025 / Policy reviewed, revised, new template implemented / Dr. Crystal Bowman, Dean of Nursing & Allied Health