BLUE HILLS REGIONAL TECHNICAL SCHOOL
PRACTICAL NURSING PROGRAM

Student Retention Effectiveness Plan

Goal: All accepted students to the Program maintain satisfactory academic progress and meet Program objectives upon graduation.

Goal Established: January 2018 – to be evaluated annually in April/May

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>STRATEGIES</th>
<th>PERSON RESPONSIBLE</th>
<th>DATE OF REVIEW</th>
<th>OBJECTIVE MET/UNMET/IN PROGRESS/ONGOING</th>
</tr>
</thead>
<tbody>
<tr>
<td>All students complete the total 40 week program/1147 clock hours.</td>
<td>- Orientation day all students review student manual polices.</td>
<td>Chairperson</td>
<td>Yearly (May)</td>
<td>Orientation for students 1st week of September</td>
</tr>
<tr>
<td></td>
<td>- All students sign daily attendance sheet</td>
<td>Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Students who arrive late or leave early sign “tardy dismissal sheet”</td>
<td>Secretary</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Students must provide notification for absences and or tardiness</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Make-up:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Class: student responsibility to obtain notes/handouts and assignments</td>
<td>Chairperson</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lab: student makes plan with lab instructor</td>
<td>Faculty</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinical: student to develop plan with clinical instructor.</td>
<td>Lab instructors</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Clinical instructors</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Attendance /Tardiness

**Warnings**

Students with excessive absences, tardiness and early dismissals will result in failure and/or dismissal from the program

- Students are to monitor own attendance record on X2.
- Review attendance policy with faculty annually in May.
- Students with greater than 3 absences = verbal warning.
- 4th infarction = written warning for a 6 week period
- Subsequent infarction = probation for additional 6 weeks
- A subsequent infarction occurs could result in dismissal

### Academic Success and promotion

- All instructors received a copy of the revised NCLEX Detailed Test plan.
- Numerical grade of 75% must be met for all courses.
- Students receiving 78% or less on any exam should meet with academic instructor.
- Student with grade 78% or less at midpoint in a module will receive an academic warning and remedial plan issued.
- Students who do not pass a course will be dismissed from the program.

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Faculty</th>
<th>Secretary</th>
<th>Yearly (May)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Instructor for particular course</td>
<td>Chairperson</td>
<td>Yearly (May)</td>
<td></td>
</tr>
</tbody>
</table>
| Medication Math success | - Tutoring/remediation available upon student request.  
| | - Numerical grade of 80% required on medication math exams in Med/Surg I and II.  
| | New textbook on math calculations reviewed by faculty and agreed to purchase for incoming class of 2019  
| | Math to be incorporated in Pharmacology in Module I  
| | Review of Math calculations: dose, IV and Pediatric one week before each exam.  
| | Math exam retake for students who fail remediation available  
| | Math questions will be incorporated into other course exams as alternative questions  
| | Pass grade for clinical is given when all clinical objectives are met with a satisfactory and the student achieves a final minimum academic grade of 75%.  
| | Faculty & Advisory Board reviewed current clinical evaluation tools and made some adjustments. Simulation lab and School Nurse clinical evaluation tools developed and reviewed by faculty.  
| | Chairperson  
| | Clinical Instructors  
| | All Faculty  
| | Yearly  
| | Chairperson  
| | (May)  
| | Yearly  
| | (May)  

2019-2020 PNP Student Retention Plan
Students receive a copy of the clinical evaluation during orientation at each rotation.

Written evaluations are done at midpoint and summation at the conclusion of each rotation.

Patterns of unsatisfactory performance is documented with suggested actions and time frame for improvement.

For a student with unsatisfactory performance a remediation plan includes return to skills lab for review of skills, consider student not rotate out of clinical site for the observational experiences.

Failure to improve will result in a failed grade for clinical component.

*Plan for Plan Retention and Effectiveness is publically available on Blue Hills Regional Technical School website [www.bluehills.org](http://www.bluehills.org) under the Practical Nursing tab.