



Rio Grande Valley College

2024 Nursing Program Agreements of Understanding

Please read & sign
(Must be turned in as instructed)



Statement of Understanding

I have read and understand the Student Handbook provided by Rio Grande Valley College for the Nursing Program and agree to abide by the rules and regulations contained in the handbook.

I am also aware that by participating in a health care occupation that there is an inherent risk of infection.

I do understand that the scholastic and attendance policies of the Nursing department.

I do understand the steps to follow in accordance with a grievance policy in the student handbook.

I have read and understand all of the rules and regulations as they pertain specifically to the Nursing Program.

I have read and understand the investigative questions that are asked by the Texas Board of Nursing and understand that affirmative answers on any of these questions could affect the possibility of candidates being able to take the NCLEX examination.

I have read and understand the following Texas Administrative Code rules that relate to the Texas Board of Nursing:

- §213.27 Good Professional Character
- §213.28 Licensure of Persons with Criminal Offenses
- §213.29 Criteria and Procedure Regarding Intemperate Use and Lack of Fitness in Eligibility and Disciplinary Matters
- §213.30 Declaratory Order of Eligibility for Licensure
- §217.11 Standards of Nursing Practice
- §217.12 Unprofessional Conduct
- §97.64 Required Vaccinations for Students Enrolled in Health-related and Veterinary Courses in Institutions of Higher Education
- §97.65 Exceptions to Immunization Requirements (Verification of Immunity/History of Illness)

Student Name (*print*)

Student Signature

Date

Maria Valladares, RN

Program Director



Dress Code Contract

Dress Codes are in place so that students, during their training, can understand and learn how to meet the dress standards of their profession. Clinical facilities are particular and very strict about students dress and make no exceptions. The school dress code complies with clinical facility requirements.

Complete uniforms are to be worn at all times unless otherwise instructed.

1) Hair

- a) No “bling” hair accessories or hair extensions may be used.
- b) Hair shall be kept out of face, Male students shall keep beards away from the neckline and mustaches clean and neatly trimmed or clean shaven. Beards and mustaches shall not be longer than 1 inch. If a clinical site deems the student unable to pass N95 mask test, then the student will be sent home, hours deducted and shall not return to school/clinical until the beard meets their criteria.
- c) Hair must be clean, well groomed, above the collar and away from the face to be in compliance with Infection Control standards. Hair barrettes, bands should be of color compatible to the hair color or same color of the assigned uniform. Ribbons, scarves, colored barrettes; hats and alligator clips are not acceptable.
- d) When hair is worn up, it must be in a braid, bun, ponytail or French twist. All loose hair must be restrained, including pony tails (men/women), and bangs will be worn above the eye brows, hair must not touch the collar. Male students must keep beards away from the neckline and mustaches clean and neatly trimmed, or be clean-shaven.
- e) Hair color – No distracting dye colors: Example: Bright blues, pinks, greens, purples, orange and/or stripes etc.

2) Jewelry

- a) Only a minimum amount of jewelry should be worn. This provides safe, comfortable, and sanitary conditions for the patient and the care provider. The student may wear:
- b) Pierced earrings, one earring per ear lobe of small studs. No other body jewelry should be visible in the clinical setting.
- c) Rings, one plain band only – **NO STONES**, no grooves or carvings and/or no other designs.
- d) One wrist watch with a second hand. **NO SMART WATCHES ALLOWED.**
- e) No necklaces or bracelets allowed.

3) Tattoos

- a) If tattoos are visible, they must be covered while in the class room/clinical setting. Tattoos will have to be covered even if the student is wearing a long sleeve lab jacket. Examples: arms, wrist, chest, arms, forearms.

4) **Fingernails**

- a) Nails may not be polished, and are not to exceed the tip of the fingers in length. Artificial fingernails, shellac, glitter, or overlays are not allowed.

5) **Hygiene**

- a) Good oral hygiene and clean bodies, free of odor are essential. Cosmetics should be applied discretely, No false eyelashes or hair extensions.

6) **General Classroom Attire**

- a) Uniforms must be worn to class. (See policy on uniforms.)
- b) Name badge must be worn at all times visible at eye level (class & clinical).
- c) While in uniform the student must comply with all areas of the guidelines for professional appearance such as hair, jewelry, etc.

7) **Spirit Shirt Days**

- a) Friday's are designated as a spirit shirt day for the DAY Program and Mondays are designated as a spirit shirt day for the EVENING/WEEKEND Program. Students may dress **ONLY** in jeans (not torn and in good repair), and spirit shirt of their choosing (shall have school logo or name). Shoes may be of the students choosing but no greater than 2 inches in height or sandals and flip flops. Students may wear their hair down. All other attire policies apply. Spirit shirts may be purchased from the school. Due to temperature changes, Navy lab coat/fleece may be worn. Administration will notify the student's when the school is participating in awareness days or months and if other t-shirts may be worn.

If the student opts not to participate in Spirit Shirt Day, they shall wear their school uniform. All other attire policies apply. If the student is scheduled for clinical or in house clinical, navy uniform and all clinical policies apply.

8) Cell phones and/or all-in-one electronic devices disrupt lectures and clinical experiences and are not allowed in classroom or clinical settings. Place on a silent mode (**not** vibrate) or turn off. Personal cell phone calls or response to texts may be done only while on break. Students using cell phones for personal calls of any type or taking pictures in the classroom, nursing laboratory, or clinical site (unless sanctioned by the nursing department) will face disciplinary action that may include permanent dismissal. Electronic devices for reference purposes must be strictly limited to this purpose and must be approved by the instructor before use. Cell phones must be turned off during testing.

Students will not be allowed to attend class, lab or clinicals if they fail to comply with the dress codes, and will be marked absent.

Student Name (*print*)

Student Signature

Date

Maria Valladares, RN

Program Director



Laboratory Safety Rules

1. Be prepared to work when you arrive at the laboratory. Familiarize yourself with the lab procedure before beginning.
2. Carefully follow directions, both written and oral. Do only the steps described in the procedure, or that are described and/or approved by the instructor. If you are in doubt about any procedure, ask your instructor for help.
3. Everyone should be alert and proceed with caution at all times in the laboratory. Take care not to bump another student and to remain at your lab station while performing a procedure.
4. **DO NOT** engage in horseplay such as tickling, throwing objects, squirting water, waving exposed needles, etc. Some of the most serious lab accidents have resulted due to this type of behavior. Misbehavior could result in your dismissal from the classroom and not be allowed to participate in future labs and activities.
5. Appropriate uniform attire and badges **must** be worn at all times in the laboratory. Hair must be worn up and above the collar at all times.
6. Accidental puncture with a used needle **must** be reported to the instructor immediately.
7. Hand washing and gloves are a **must** when performing venipuncture procedure.
8. Learn the location of the eye wash fountain and /or water faucets in your school lab. If a substance is splashed in your eyes, immediately use the eye wash or water faucet to rinse your eyes.
9. **Never** recap a needle. Disposal of used needles are to be in the Sharps Container **only**. Never in the trash can.
10. **Wear** the appropriate PPE dependent on the activity.
11. Any additional rule, guideline, advice and/or precaution set forth by your instructor or supervisor.



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Student Name (*print*)

Signature

Date

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Universal Standard Precautions

The CDC's infection control guidelines include the following points:

1. Take blood and body fluid precautions with all clients.
2. Put on gloves before touching mucous membranes, broken skin, blood, or other body fluids. Wear a gown and protective eye wear or a face shield during procedures likely to generate body fluid droplets or cause splashing.
3. Immediately wash your hands after removing gloves, as always, also wash your hands when they become soiled and between clients. Thorough hand washing remains the best safeguard against spreading infection.
4. Take special care to avoid injuring yourself with needles and other sharp instruments. Never break or recap a needle, for example. Place the syringe and needle in a puncture-resistant container, instead.
5. Don't give direct client care or handle client care equipment if you have open skin lesions or weeping dermatitis.
6. Always carry a pair of gloves in your pocket when on duty, should an emergency need arise.
7. All contaminated linens, dressings, food utensils, and bodily secretions are to be disposed of according to institutional policy.

As a nursing student in the Rio Grande Valley College Nursing Program, I fully understand the importance of observing these precautions. I agree to implement them in my clinical practice.

Student Name (*print*)

Student Signature

Date

Marin Valladares, RN

Program Director



Patient/Client Confidentiality Policy

In accordance with the Rules and Regulations relating to Standards of Nursing Practice in Rule 217.11 (1 E)* regarding unprofessional conduct, *“Respect the client's right to privacy by protecting confidential information unless required or allowed by law to disclose the information”*; the faculty of the Nursing Program has adopted the following policy:

1. Except in the structured, teaching-learning situation, all aspects of the patient/client's medically-related information and/or data shall not be discussed with any other person or persons under any circumstance.
2. Failure to honor this basic ethical right of the patient/client may result in the immediate dismissal of the student from the Nursing Program.

I have read, understand, and agree to abide by the above stated policy. I further understand that any breach in this policy may result in my immediate dismissal from the Nursing Program. Furthermore, I understand that a copy of this confidentiality form with my signature will become a part of my student nursing file.

Student Name (*print*)

Student Signature

Date

Maria Valladares, RN

Program Director

* Texas Administrative Code and Statutes Regulating the Practice of Professional Nursing, Texas Board of Nursing, November 15, 2007



GRADUATION REQUIREMENTS

I understand that I must comply with the following **Academic Requirements** in order to be eligible to meet the graduation requirements for the Nursing Program at Rio Grande Valley College.

- a) All students must complete all courses with a grade of 78% or better, and
- b) Fulfill financial obligations.

The student is encouraged to participate in the institution's graduation ceremony. Students will be responsible for their graduation regalia (cap and gown, nursing lamp and pin).

Student Name (*print*)

Student Signature

Date

Maria Valladares, RN

Program Director



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MEDICATION ADMINISTRATION POLICY ACKNOWLEDGEMENT

I have read, understand, and will comply with the *Rio Grande Valley College Nursing Program* Policy on Safe Medication Administration.

Student Name (Print)

Signature

Date

Maria Valladares, RN

Program Director



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Vocational Nursing Program Online Expectation Agreement

Online Learning Expectations

Your responsibility as an online student:

1. Have adequate and reliable computer technology – Laptop ONLY, no Chromebooks, iPads, Smart Tablets or phones, no sharing of devices for people living in the same household.
2. Have reliable and easily accessible internet access
3. Be present – share your thoughts and discuss topics appropriately with faculty and peers
4. Be disciplined and utilize effective time management – develop a method for completing discussions and assignments
5. Get organized and have a plan for each course
6. Be creative and use critical thinking skills
7. Post online responses that demonstrate you have acquired knowledge from assignments
8. Reflect on what you have learned from your readings, lecture presentations, ATI and assignments in your designated courses.
9. Enlist support from family, friends and employer to ensure success and flexibility
10. Uniform and professional appearance and communication, must be demonstrated at all times. Choose a location at home that is conducive to learning and prepares you for academic success; please refrain from eating while on camera.

Participation Expectations

- A. Taking an online course requires placing pieces of a puzzle together in a synchronized and organized manner, and consists of 4 components:



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1. READING emails, course assignments, syllabus and all instructor communication
 2. Completing assigned readings and homework
 3. Participating in the online discussion classrooms and discussion forums
 4. Completing required projects, assignments, ATI and learning resource assignments
- B. It is expected as outlined in the student handbook, each student is required to participate in course activities as described in the course syllabus. Methods of participation, frequency, and relation of participation to course grade are detailed in the course syllabus.
- C. As a standard, students should be “present” in the course by logging into class via ZOOM and participating 5 days per week. Night classes should be “present” in the course by logging into class via ZOOM and participating on Monday, Tuesday, Thursday and Saturday.
- D. Each course hour requires a minimum recommendation of 2-3 hours of outside student preparation. (Example – 3 hour course = 4-6 hours recommended hours of preparation)

Course Pre-Requisites

1. Students are encouraged to review and become familiar with textbooks, online resources, and Canvas prior to the first day of classes.
2. Before the start of the first course, students will review and read the VN Student Handbook located on the home page of Canvas. VN Student Handbook is available on each course home page.
3. There may be courses requiring written assignments. Written assignments must be written legibly and uploaded into Canvas. All written documents, whether an assignment or a discussion posting, must include support



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references. Copyright infringement will not be allowed and may lead to student termination from the nursing program.

I have received a copy of the RGV College Vocational Nursing Program Online Expectation Agreement and Requirements on the date listed below. I understand and acknowledge that I am expected to read it in its entirety and will be accountable to meet these expectations for my personal academic success. Additionally, I will submit a virtually signed copy of this Acknowledgment of Receipt, and retain a copy for myself. I understand a copy of the acknowledgement will be retained in my student file and reviewed by the Program Director.

Student Signature

Date

Maria Valladares, RN

Program Director



Study Room Rules and Regulations

RGV College has three study rooms available, the study room is intended to be an environment conducive to learning, and violation of the guidelines will result in a declination of reservation. While we are unable to guarantee that noise from the library will not filter into the room, please **KEEP THE DOOR CLOSED AT ALL TIMES**. RGV College reserves the right to deny the use of the Group Study Rooms to anyone that fails to adhere to the rules and restrictions.

In order to create a conducive learning environment the following restrictions apply:

- Occupancy may not exceed 6 students; room is not intended for single-use study,
- No Cell Phones, No Food, No Drinks,
- Noise levels need to be kept to a minimum,
- Reservations can be made once per day per group for a maximum of 2 hours,
- Reservations are on a first request basis and are not guaranteed,
- Reservations begin at 0845 and can only be made for the same day as the request; no future date requests will be honored. Request must be submitted at least 1 hour in advance,
- Reservationist who exceeds their approved time or allotted occupancy can be denied future requests,
- DAY student will not be allowed reservation past 5:30 pm.

****Note:** Faculty reservations may supersede group study reservations, students will be asked to step out as faculties have priority.

RGV College is committed to the personal, intellectual, and professional growth of its students and supports your educational journey.

Reservations

When requesting to reserve the study rooms, please make sure to include your name, names of those in your group, program and/or cohort# and the time you are requesting.

Scan the QR code below to place a reservation.



By signing, I agree that I have read the above policy and agree to adhere to the rules and regulations.

Student Signature _____

Date _____

Marin Valladares, RN

Program Director

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