

Spring 2019 Catalog Addendum

May 29, 2019

P. 89 For new or readmitted students entering SU19, updated CAI Policy

In their last quarter, all nursing students are required to take the Exit Exam which identifies strengths and weaknesses in knowledge and readiness for the NCLEX exam. If the required minimum score is not met, the student will be required to repeat the associated course and reach the required minimum score to fulfill completion requirements. If the required minimum score or higher is not achieved during the retake of the associated course, the student will be dismissed from the program. The required outcomes are posted on the Nursing Bulletin Board. All students must complete the AIAM designated Live NCLEX Review.

P. 97 Under Professional Student Code, add as third sentence in point 2:

Students may not sleep in the class, lab, or clinical setting. Students sleeping or giving the appearance of sleeping by closing eyes, putting head down, etc. in the clinical setting will fail the clinical (and all parts of the associated nursing course) and be placed on behavioral warning for unprofessional conduct.

P. 118 Under Counseling, add this as second paragraph:

Homeless students cannot stay with AIAM personnel due to AIAM non-fraternization rules for AIAM employees. Please see Director of Graduate Services for external community resource referrals.

And Under Parking: Replace with:

Parking for AIAM students, faculty, staff and visitors to the campus is available in the AIAM parking lot. Additional parking may be available at other designated off-site locations and will be announced to students as necessary. Cars may not be parked overnight more than 3 days. Illegal parking (any other location not identified herein) will result in a vehicle towing by Shamrock Towing (6333 Frost Road, Westerville, OH 43082, ph 614-882-3555), at the offender's expense.

P. 121 Under Appeals: Replace first paragraph with:

A student has the right to officially appeal an academic grade or behavioral probation decision. If regarding a nursing course grade (PNRS or NRS course prefix), or behavioral probation rendered by the Director of Nursing, the appeal must be submitted in writing to the Academic Dean within 5 calendar days of the rendered decision to be considered. For all other course grade appeals and behavioral probation appeals on decisions rendered by the Academic Dean, the appeal must be submitted in writing to the Campus President within 5 days of the rendered decision. If a nursing student wishes to appeal the decision of the Academic Dean's appeal decision, a new appeal must be submitted in writing to the Campus President within five calendar days of the Academic Dean's rendered decision. All appeals must be submitted in writing by submitting a letter/document and including any evidence to show cause as to why the decision should be overturned. Appeals may be submitted by attaching to an email (not in the body of an email), or placed in an envelope with the appropriate person's name on it and put in the Drop Box in the Lobby of AIAM, or mailed to AIAM to the appropriate person's attention

per the timeframes given in this policy. Face-to-face meetings for appeals are not required and held solely at the discretion of the Academic Dean and/or Campus President, as applicable. The decision of the Campus President is final.

P. 127 Under Dismissal: Replace the paragraph under the numbered points with:

A student who receives a notice of dismissal will have five (5) calendar days from the date of dismissal to file a request in writing for a review of the dismissal by the Campus President and to show cause as to why the dismissal should be overturned. This request must be in writing and sent to the Campus President by registered mail or electronic submission with confirmation or proof of delivery. Face-to-face meetings are not required and held solely at the discretion of the Campus President. The decision of the Campus President shall be final in all cases.

Additional line for all programs' fees pages as first item under AIAM Optional Fees (estimated):

Library fees for materials returned late, lost, or damaged varies

Delete Bio: Tracie Jebour / Christine Boysel

April 26, 2019

Page 97-98 Under Professional Student Code, add:

Students are not permitted to sleep during clinical rotation. Students found sleeping during clinicals will fail the clinical and be put on behavioral probation, as this puts patients at risk and is unprofessional behavior. All parts of a course are failed when any one part is failed (class/lab/clinical).

Page 99, Updated Clinical Attendance Policy:

CLINICAL: For extenuating and excused/approved circumstances (approved by the Director of Nursing), students may miss up to the equivalent of 2 days clinical (which can accumulate from missed time from tardiness or leaving early). All clinical hours missed must still be made up, once approved. If the make-up day requires adding an additional clinical date, the student will be charged \$100 clinical make-up fee. A third missed day will result in failure of the clinical (and associated course and lab, as applicable) (Director of Nursing may allow excused absence and make-up permitted in rare an extenuating circumstances). Unexcused absences will result in failure of the clinical.

Students must contact the instructor at least two hours prior to absence of lab or clinical. A No Call/No Show for Clinical or Lab is automatic course failure. **The student must submit a written make-up hour**

form within 7 days of the missed clinical. Exceptions may be made only in extenuating circumstances by the Director of Nursing.

Page 111, under Departments of Veterans Affairs & Defense Educational Benefit Programs. The additional paragraph is added as the final paragraph for this section heading:

As pursuant with the Veterans Benefits and Transition Act of 2018, a Covered Individual (defined as any individual who is entitled to education assistance under Chapter 31, Vocational Rehabilitation, or Chapter 33/Post-9/11 GI Bill benefits) will be permitted to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance. AIAM will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or require a Chapter 31 or Chapter 33 recipient to borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U. S. Department of Veterans Affairs.

Page 26, Updated Course Description for AW 514 Western Approaches to Illness & Medical Terminology

This course introduces the etymology and technical language used in western biomedicine. Additionally, this course provides a brief, basic survey of western medical history and healthcare practices. It familiarizes beginning students with the theoretical foundations of medical treatment provided by western medical doctors. A wide variety of specialties and modalities of western medicine are discussed.

Recognition of symptoms related to medical emergencies, infectious diseases, and other serious medical issues are introduced.

Page 87, under NRS 206 Professional Transitions

Add: " Prerequisite or" in front of Corequisite: NRS 205

BIO Corrections/additions:

Amy Lawson, BSN, MS, BA. Amy earned her Bachelor of Science in Nursing from George Mason University in 2004, her Master of Science in Counseling and Psychology from Troy State University in 1997, and her Bachelor of Arts in Psychology from the University of West Florida in 1994. Amy has been an RN since 2004 and currently works as an Independent Contractor for LTCG.

Nicole Anderson, BSN earned her Associate Degree in Nursing from Rhodes State College in 2003 and her Bachelor of Science in Nursing from Ohio Northern University in 2006. Nicole is currently completing her Master of Science in Nursing Education at South University. Nicole has been employed by the Department of Veterans affairs as a nurse, since 2014. Nicole has a wide variety of nursing experience including rehabilitation and corrections nursing, has worked in a variety of specialty units as a travel nurse, has worked as an adjunct clinical instructor, and as an emergency room nurse.

Adeline Baker, MSN, BSN, RN: Adeline earned her diploma in nursing from Mercy School of Nursing in 1976, her BSN from Chamberlain in 2009, her MSN from Norwich University in 2011. She has been an RN since 1976. Adeline has 18 years of experience as a critical care staff nurse at Mercy Medical Center and served as Director of Nursing at Arbors of Canton, and Director of Nursing Services at The Pines, as well as a Regional Clinical manager and Quality Specialist for Atrium Centers. She was inducted into Sigma Theta Tau International in 2010 and has been a Certified Case Manager (CCM) since 2000.

Heather Kiley, MSN, RN – has been an RN since 2014 earning her ADN from COTC, her BSN from Ohio University in 2017, and her MSN from Capella University in 2019. Heather brings experience as an honors student and an Emergency Department nurse. Heather was President of Alpha Delta Nu Honors Society, received the Good Catch Award from OhioHealth Riverside for safely delivering a baby in an elevator, and the Galaxy of Stars Award from OhioHealth Riverside for work on the Psychiatric Patient Protocol Committee. Heather was recently chosen by the Ohio Nurses Association and the Ohio Nurses Foundation as one of Ohio's great nurses of 2019.

Rachael Westfall, MSN obtained her bachelor's degree in nursing from Mount Carmel College of Nursing in 2008, followed by her master's degree in Nursing at Chamberlain University. In 2010 Rachael was awarded Mount Carmel's Excellence in Nursing Award. Rachael has 11 years of experience in psychiatric nursing and is currently employed as a Family Nurse Practitioner and works in a facility that treats patients with psychiatric and substance abuse disorders. Rachael has taught nursing clinicals for 1 year.

Eva Goubeaux, MSN, APRN, CNP earned her Bachelor of Science in Nursing from Bicol University College of Nursing in the Philippines in 1996. In 2007, Eva completed her Master of Science in Nursing at Xavier University. Eva also holds a post-master's certificate as a Family Nurse Practitioner; earned in 2013 from Charles R. Drew University of Medicine and Science. In addition to Eva's nursing degrees, she also earned a doctorate in medicine (MD) from the University of the East Ramon Magsaysay Memorial Medical Center in Quezon City, Philippines. Eva has a strong background in medical-surgical nursing, inpatient rehabilitation, and family practice.

Delete:

Debra Dolph BSN, RN

Tracy Timbrook BSN RN

Peggy Rhodes, RN, MSN, BSN

Joey Reed, MSN, CNP

KimPeak, RN

Mark Dutro, MSN, BSN, RN

Carolyn Perkins, MSN, BSN, RN

BELOW ITEMS ARE EFFECTIVE FOR STUDENTS ENROLLING

Summer Quarter 2019 (not current students) :

Page 76 RN Completion Requirements:

1. Complete coursework with a minimum of 80 percent on all Nursing classes, lab and clinical work (all NRS prefix courses), and science courses (BIO 102 / BIOL 103 / BIOL 104 / BIOL 104 / CHEM 101). All other coursework must be completed with a minimum of 75 percent.
2. Meet or exceed attendance requirements.
3. If the (posted) required minimum score is not met on the Exit Exam in NRS 206, the course will not be passed and the student will be required to repeat the course. The repeated coursework must be passed and the required minimum score must be achieved or the student will fail the course and be dismissed from the program.
4. Attend the AIAM designated Live Review
5. Payment in full of all tuition and settlement of all financial obligations with the school.
6. Complete the program within 1.5 times the attempted credit hours, which is 164.25 attempted credits (or 135 attempted credits for Advanced Placement Option)

Page 100 Under Progression, Readmission & Advanced Placement for the Nursing Programs

4. If the same course fails to meet the required minimum grade of 80% twice, the student will be academically dismissed from the program. Granting of any readmission to the nursing program is conditional upon approval from the Director of Nursing, space available and good standing within AIAM.

Page 137 Under Proficiency Credit Policy – replace paragraph 2 with:

The proficiency exam fee is \$50 per exam, paid by student prior to taking exam(s). 50 percent (50%) of the total course fee will be charged as an institutional course fee for each respective course with a passing proficiency exam. The student must receive a minimum grade of 80% on the exam in order to have this grade and credits counted for the course. If the minimum grade is not received, the student must register to take the course and pay the full tuition for that course.

Delete this line at end of section: All other proficiency testing shall require achieving 75% on the respective exam.

Page 139 Under Quantitative, third bullet point, replace with:

For credits to be considered successfully completed, the student must have received a passing grade. For progression, all students must receive a 75% or higher **except for all courses with prefixes of PNUR and NRS and BIO/BIOL/CHEM, and all courses in the Practical Nursing program, which require 80% or higher to progress.**

**Page 100 Under Progression, Readmission, & Advanced Placement for the Nursing Programs
/Satisfactory Academic Progression, replace points 2 through 4 with:**

2. The student must complete each nursing (prefixes PNUR and NRS) and science (prefixes with BIO/BIOL/CHEM) course and all courses in the Practical Nursing program with a minimum of a B (80 percent) to progress. All clinical and lab experiences must be successfully completed in order to advance to the next nursing course
3. In the event a student's final course grade does not meet the identified minimum standard for that course, the student has the option to repeat a course no more than once, on a space available basis, and at their additional expense.
4. If the same course fails to meet the required minimum grade twice, the student will be academically dismissed from the program. Granting of any readmission to the nursing program is conditional upon approval from the Director of Nursing, space available and good standing within AIAM.

And Replace Nursing paragraph with:

Nursing programs do not accept nursing course transfer credits from nursing courses taken at other institutions. AIAM nursing courses from a previous AIAM enrollment may be eligible to for transfer credit if the nursing courses were taken within 12 months of the re-entering quarter, are equivalent in content, and the student received a minimum grade of B (80 percent) or above to courses in the current curriculum. Practical Nursing and Registered Nursing program nursing courses have different scope of practice/ different content, thus nursing courses (course codes beginning with PNUR and NRS, respectively) are not eligible for transfer between the two programs.

Revised Practical Nursing Program Information on following pages.



Practical Nursing (PN) Program

Overview:

Total Program Hours: 750 · Total Quarter Credit Hours: 46
Duration to Complete: **Three 12-week quarters (9 Months)**

Introduction to the Program

AIAM's PN program prepares students to competently and safely provide basic Nursing care within various healthcare settings as mandated by the State of Ohio Nurse Practice Act. Students will learn Nursing concepts and skills through a comfortable classroom environment, textbooks and online learning modalities. Lab practice experience and simulating actual care environments under the supervision of an experienced Registered Nurse are also part of the curriculum.

PN Career Opportunities

Upon successful completion of the program, graduates are awarded a diploma and are eligible to take the NCLEX-PN exam. Graduates must pass the NCLEX-PN exam to practice as an LPN.

Upon licensure, the role of an LPN is at the bedside. LPN's provide routine care, maintain medication and treatments for clients, collect general data, and teach healthy lifestyles within physicians' offices and clinical settings. LPNs can work in multiple care settings including, but not limited to, doctor's offices, long-term care facilities and home health.

For more information about our graduation rates, median debt of students who completed the program, and other important information, please visit: AIAM.edu

Educational Objectives & Outcomes

1. Utilize the holistic Nursing process approach in providing safe, Practical Nursing care to client's biological, psychological, spiritual and sociocultural needs.
2. Provide Practical Nursing interventions that integrate the science of traditional modalities with the awareness of holistic caring.
3. Demonstrate safe, competent, nurturing care in the practice of Nursing across the lifespan.
4. Promote an environment of respect and harmony by consistent display of professionalism in interactions and communication skills with clients, peers and members of the interdisciplinary team.
5. Demonstrate knowledge of computer technology and informational literacy appropriate for the entry level healthcare professional.
6. Complete requirements for application for licensure by the Ohio Board of Nursing and/or other appropriate certifying entity including successful demonstration of readiness for NCLEX testing.
7. Account for competence and personal growth.

PN Completion Requirements

1. Complete all coursework with a minimum of 80 percent on all classes, lab and clinical work.
2. Meet or exceed attendance requirements.
3. If the (posted) required minimum score is not met on the Exit Exam in PNRS 109, the course will not be passed and the student will be required to repeat the course. The repeated coursework must be passed and the required minimum score must be achieved or the student will fail the course and be dismissed from the program.
4. Attend the AIAM designated Live Review.
5. Payment in full of all tuition and settlement of all financial obligations with the school.
6. Complete the program within 1.5 times the length of the program (69 attempted credits).

Practical Nursing Curriculum

3 Quarters • 9 months • Clinical Requirements

Clinical Experiences

There are significant clinical experiences required in this program. AIAM has multiple clinical sites offering diverse experiences to Nursing students. Clinical hours are set to meet the needs of the clinical sites and may require clinical's to be scheduled on evenings, nights, weekends, and/or out-of-town experiences outside of regular class days/times. Such assignment may not be adjusted; failure to meet the assigned schedule will result in course failure.

Quarter 1

Course#	Title	Didactic Hours	Nursing Lab	Course Lab	Clinic Hours	Clock Hours	Credits
HOL 100	Holistic Nursing Concepts	9	0	0	0	9	0.5
BIOL 100	Anatomy & Physiology I	24	0	0	0	24	1.5
PNUR 101	Theoretical Foundations Nrsng I	72	24	0	32	128	8
PNUR 102	Pharmacology I	40	18	0	0	58	3.5
HOL 101	Massage	10	0	10	0	20	1.0
COL 099	College Success Skills PN	9	0	0	0	9	0.5
TOTALS						248	15.0

Quarter 2

Course#	Title	Didactic Hours	Nursing Lab	Course Lab	Clinic Hours	Clock Hours	Credits
PNUR 103	Pharmacology II	40	8	0	0	48	3
BIOL 101	Anatomy & Physiology II	40	0	0	0	40	2.5
PNUR 104	Adult Medical Surgical Nursing I	72	24	0	32	128	8
PNUR 105	Theoretical Foundations of Nrsng II	42	0	0	0	42	2.5
TOTALS						258	16

Quarter 3

Course#	Title	Didactic Hours	Nursing Lab	Course Lab	Clinic Hours	Clock Hours	Credits
PNUR 106	Adult Medical Surgical Nursing II	66	12	0	20	98	6
PNUR 107	Maternal Child Nursing	40	32	0	0	72	4.5
PNUR 108	Mental Health Nursing	40	0	0	8	48	3
PNUR 109	Practice Transitions	26	0	0	0	26	1.5
TOTALS						244	15



Practical Nursing Tuition & Fees

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

Tuition & Required Fees

46 Credit Hours of Tuition @ \$299 per Credit Hour	\$ 13,754.00
Enrollment Fee*	\$ 100.00
Ohio Video Disclosure Course*****	\$ 25.00
Nursing Supply Bag	\$ 100.00
Matriculation Fee	\$ 50.00
Lab Fee (\$150 per quarter)	\$ 450.00
Student Identification Card	\$ 10.00
Uniform (2 patches)	\$ 20.00
Technology Fee (\$350 per quarter)	\$ 1,050.00
Compliance Fee	\$ 300.00
TOTAL TUITION & REQUIRED FEES***	\$ 15,859.00

Other Student Costs (estimated)

Approximate Cost of Required Textbooks** TEAS Test (Entrance Exam) ¹	\$ 375.00
Approximate Cost of Medical Exam ² Approximate Cost of TB test ²	\$ 65.00
CPR Card ²	\$ 30.00
Hepatitis B Vaccinations (series of 3) ²	\$ 25.00
NCLEX Examination Fee ³	\$ 50.00
State Licensure Application ³	\$ 150.00
Background Check for Licensure ³	\$ 200.00
TOTAL OTHER COSTS	\$ 75.00
	\$ 1,040.00

AIAM Optional Fees (estimated)

3% Service Fee when making credit card payments	varies
Returned Check Fee (or up to legal limit)	\$ 37.50
Clinical Make-up Fee	\$ 100.00
Course Add/Drop Fee	\$ 50.00
Proficiency Test Fee per Test****	\$ 50.00
Transfer Credit Fee per Course Accepted	\$ 50.00
Unreturned AIAM Key Card Fee	\$ 10.00
TOTAL OPTIONAL FEES***	\$ 297.50
(May be greater pending fee frequency)	

1 Pre-Start Cost

2 Pre-clinical Cost

3 Requirement for licensure. If certain conditions are met, AIAM will cover these costs.

Enrollment Fee is refundable if application is cancelled in writing to AIAM within five (5) calendar days after the date of

*** Approximate total cost throughout entire program. These figures are estimates and based on current book lists. Books may change based on publisher availability without notice. Actual cost will be based on student's choice of retailer.*

**** Fees are refundable in accordance with Ohio Administrative Code 3332-1-10.1*

***** 50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

****** Ohio Video Disclosure Course is not an institutional charge.*

Dishonored Checks & Collections:

AIAM accepts checks as payment for tuition. AIAM reserves the right to assess a fee for any returned checks/EFT notices; the fee is \$37.50. The use of a check as payment is your acceptance of this agreement and its terms. Students with account balances that are not current with their approved payment plans may be subject to further disciplinary action, including being sent to a collection agency. Students will be responsible for all collection fees incurred.