

# Nursing Program Regulation in AZ

An Introduction to Nursing  
Education Regulation

Arizona State Board of Nursing



# Disclaimer

- This presentation is intended to provide a quick summary/synopsis of education AZBN rules, regulations and practices and is for educational purposes only.
- Please see the actual regulations to evaluate compliance.
- This document is not intended for use in any legal proceeding.
- As rules and statutes change frequently, please refer to the Nurse Practice Act and Rules of the Board for current information.



# Objectives

- Explain the role of the Education Program Administrator
  - Locate regulations governing nursing education in the Arizona Nurse Practice Act
  - Identify key components of Nursing Education oversight by the Board Discuss policies affecting nursing programs
  - Discuss the role of the Education Committee
  - Identify key Board personnel responsible for nursing programs
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# Statutory Authority A.R.S. §32-1644

- Nurse practice act available on-line [www.azbn.gov](http://www.azbn.gov)
- ARS 32-1644 covers approval of schools
- Subsection A requires all schools offering nursing programs be accredited by an agency recognized by the US Department of Education
- Subsection B provides for surveys of new programs



# 32-1644 D

- Subsection D allows the board to resurvey all approved programs and if programs:
  - Fall below standards, issue a “notice of deficiency”—official Board action (similar to “conditional approval” in other states)
  - If deficiencies not remedied the Board may
    - Revoke program’s approval
    - Take other disciplinary action



# Rules

- Education rules found in Article 2 of the “Rules of the Board” under Nurse Practice Act  
[www.azbn.gov](http://www.azbn.gov)
- Key provisions of rules that may be unique to AZ or are complex will be highlighted:
  - Administrative authority
  - Evaluation plan
  - Faculty qualifications
  - Policies
  - Curriculum
  - Program changes

# Administrative Authority

- Key provisions
  - All programs must have a nurse administrator who meets qualifications in R4-19-203
  - Nurse administrator:
    - Must answer directly to an academic officer of the institution
    - Must have administrative authority over all aspects of the program including faculty evaluation, budget, and lead faculty in curriculum and policy development
    - Cannot teach more than 45 hours per academic session
    - Must contribute to institutional governance (e.g. formal committee appointment with other administrators)



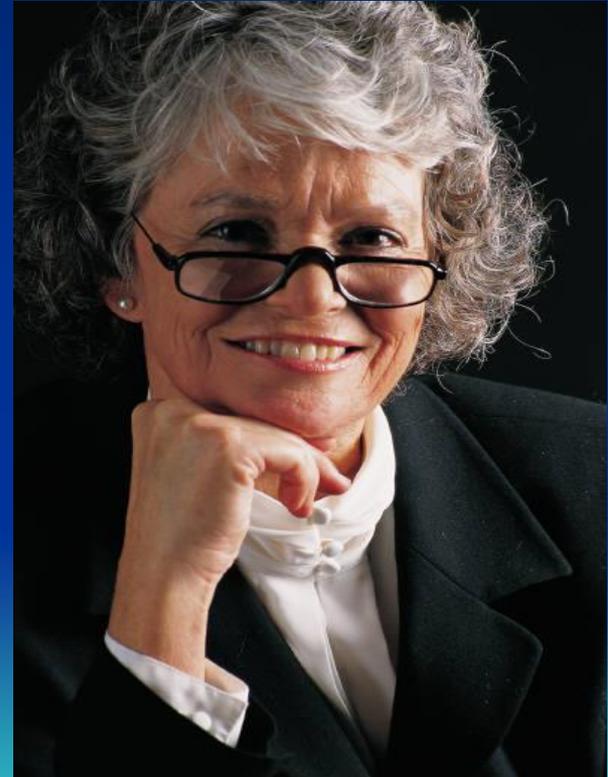
# Change in Administrator

- R4-19-201 (J) requires that institutions notify the Board within 15 days of a change in nursing program administrator
- Must appoint a new administrator within 15 days of a vacancy
- An interim administrator must meet requirements and carry out role functions of R4-19-203 and include restricted teaching



# Board Consultant

- Experienced Educator
- Role may include
  - Educating
  - Consulting
  - Surveying
  - Investigating complaints



# Educator

- The consultant may
  - Provide education to groups of students, faculty and the community
  - Direct faculty to educational resources



# Investigator

- The consultant investigates complaints about program rule violations
- Complaints come from
  - Program
  - Faculty
  - Students
  - Others



# Surveyor

- Regular Scheduled Accreditation/Approval Survey
- Complaint Survey
- Interim Survey



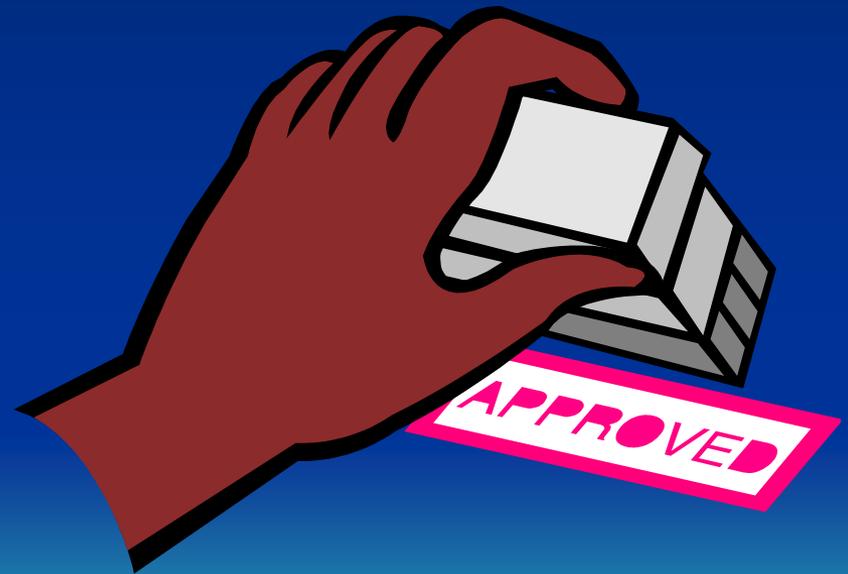
# Consult

- Interpret rules and statutes
- Respond to program issues
- Serve as resource—speaking, committees
- Encourage best practice—disseminate articles
- Hold workshops; seminars; write journal column



# Regular Survey

- Planned
- May be alone or part of a team
- Uses rules as the criteria to evaluate
- Uses interviews, observations, documents and self study to obtain evidence



# Complaint Survey

- Usually one or two consultants
- Address focused issue that may lead to other issues
- Intense
- Looks for evidence to substantiate or dismiss complaint



# Interim Survey

- To determine if previous deficiencies are remedied.
- May be broad or focused.
- Result can be high-stakes.
- All new programs after 1 year



# Survey Results

- Approval—how long?
- Deficient in some aspect
- Provide interim reports/visits
- Sanctions—Probation, limit admissions etc
- Revoke Approval—Program closure



# Evaluation Plan

- Similar to CCNE/NLNAC however Board expects (R4-19-201(I)) programs to:
  - Have measurable evaluative criteria (goals) and sound methodology
  - Actually implement the plan as specified and provide results of evaluation (preferably on the plan)
  - Evaluate 9 general categories including “protection of patient safety”



# Faculty

- The Program Administrator must maintain, enforce and evaluate policies for students and faculty participating in clinical practice settings regarding physical and mental ability to provide safe care (R4-19-203 (C)(6)). Policies that would meet this rule include:
  - Pre-employment (enrollment) and for-cause drug screens
  - Pre-employment and for-cause “fitness for duty evaluation”
  - Health/immunization requirements
  - Criminal background checks

# Faculty Qualifications—PN

- ONLY applies to free standing PN programs (not AD programs with an optional LPN)
- Must have:
  - A license to practice nursing in AZ (AZ nursing license or multi-state privilege)
  - Minimum of a BSN with 2 years RN experience providing direct patient care
  - NO DIFFERENCE IN QUALIFICATIONS OF DIDACTIC OR CLINICAL FACULTY

# Faculty Qualifications—RN Programs R4-19-204

- Didactic faculty must have:
  - License or privilege to practice in AZ
  - A graduate degree
    - A majority of the didactic faculty (not counting the nursing program administrator) must hold a graduate degree in nursing
    - Faculty who do not hold a graduate degree in nursing must hold a BSN—partial completion of a master's program does not substitute
    - 2 years RN experience providing direct patient care



# A.R.S. §32-1644 (C)

- Subsection C contains a waiver provision for nationally accredited (CCNE/NLNAC) programs, BUT these programs do fall under Board jurisdiction if they fail to maintain standards in Board rule or lose accreditation. The Board monitors this by:
  - Reviewing self study and accompanying national accrediting team on site visit to determine compliance
  - Monitoring NCLEX pass rates
  - Responding to complaints alleging rule violations



# Faculty Qualifications

## Clinical Faculty

- Same as didactic or
- RN License plus 3 years RN experience
- BSN Degree (must actually hold the degree—not partial completion of master's program)
  - Degree must be in nursing



# Policies/information

- Required policy topics
  - Student input
  - Admission, progression, graduation, withdrawal, advanced placement
  - Grievance, rights, responsibilities
  - Ability to practice safely--students and faculty
  - Personnel policies that conform to other faculty or explanation of differences



# Public Information

- Accurate, complete and readily available
  - Nature of the program
  - Length of the program
  - Cost of the program (see disclosure of cost policy on Board website)
  - Transferability of credits earned in the program
  - Teaching methods and supporting technology



# Policy on Cost Disclosure

The minimum information on costs available to all students and prospective students should include accurate tuition and fees and estimations of variable costs with a caveat that costs are subject to change and additional costs may be incurred. Estimations of variable costs should include the following:

- Tuition and Fees
- Textbooks
- Uniforms/Supplies
- Background check/Fingerprinting
- Drug Screens
- Health/Immunization Requirements
- Transportation
- CPR Training
- Cost of Licensure/NCLEX



# Curriculum

- Must have the following elements
  - Overall program goals/objectives
  - Level and/or course objectives
  - Measurable learning outcomes for each class session
  - Course content outline



# Curriculum

- Curriculum materials must
  - Reflect the mission and goals of the program
  - Be logically consistent within and between courses
  - Cover scope of practice/competencies for licensure level of program



# Clinical

- All PN programs must have patient care clinical in the following
  - Medical surgical
  - Maternity
  - Pediatrics—neonates, infants and children



# Clinical

- RN program must provide patient care in the following areas:
  - Medical Surgical
  - Maternity
  - Pediatrics—neonatal, infant, children
  - Psych-mental health
  - Wellness



# Clinical

- The Board does NOT prescribe
  - Number of clinical hours
  - % of clinical that can be simulation/virtual
  - The setting of the clinical—primary care settings are OK if meet objectives of the course



# Program Changes

- R4-19-209 Changes that must be approved by the Board PRIOR to the change
  - Major changes in overall mission and goals
  - Increasing or decreasing the length (credits) of the program
  - Adding (or deleting) a geographical location
  - Increasing student enrollment by more than 30 students
  - Changing level of education
  - Transferring the nursing program from one institution to another



# Program Change

- Application form on website
  - Rationale for the change
  - Differences
  - Time frame
  - Evaluation methods



# Board Policies and Papers of Interest

- All of these are available on our website
  - [Annual reports from nursing programs](#)
  - [Quarterly and annual NCLEX pass rates](#)
  - [Employment of Newly Licensed RNs](#)
  - [Choosing a Nursing Program](#)
  - [Competency Model](#)
  - [Comparison of RN and LPN Standards Related to Scope](#)
  - [Minimum Pediatric Clinical Competencies](#)



# Web Resources

- [Nursing Administrator/Director Program Resources](#)
- [Nursing Program Approval/Accreditation Basics](#)
- [Nursing Program Expansion Fact Sheet](#)
- [Preparing for a site visit—putting your best foot forward](#)



# Resources

## Substantive Policies

- Program expansion when under provisional approval
- Disclosure of program costs
- Submission of items to the Education Committee
- Changes in Mission and Goals
- NCLEX Accommodation Policy



# Education Committee

- Composed of members representing a variety of education programs and geographical regions
- Two year renewable terms with identified Goals and Activities
- No program has a “right” to be represented on the committee
- Meet every other month—open to the public
- Advise the Board on education matters



# Questions

- Call the Education Department
- 602-771-7856

