Regulatory Analysis

Notice of Intended Action to be published: 655—Chapter 2
"Nursing Education Programs"

Iowa Code section(s) or chapter(s) authorizing rulemaking: 152 and 152E
State or federal law(s) implemented by the rulemaking: Iowa Code section 152.5 and chapter 152E

Public Hearing

A public hearing at which persons may present their views orally or in writing will be held as follows:

November 19, 2024	6200 Park Avenue
9:30 a.m.	Des Moines, Iowa

Information on virtual participation will be available on the Department of Inspections, Appeals, and Licensing's website prior to the hearing.

Public Comment

Any interested person may submit written comments concerning this Regulatory Analysis, which must be received by the Department no later than 4:30 p.m. on the date of the public hearing. Comments should be directed to:

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Purpose and Summary

This proposed rulemaking is intended to provide requirements and processes for Board of Nursing approval of nursing education programs in the state of Iowa. Because the field of nursing does not have a nationally recognized curriculum or education, the Board approves all nursing programs existing in Iowa or providing services to individuals in Iowa. The approval process ensures the state does not have programs that are fraudulent or lack the proper education and training required to prepare the public to practice nursing safely.

Analysis of Impact

1. **Persons affected by the proposed rulemaking:**

- **Classes of persons that will bear the costs of the proposed rulemaking:**

There are no direct costs to the public to comply with this rulemaking. The individual institutions and programs who desire approval from the Board would incur costs in the form of application fees, preparation of the required documentation for Board review and meeting with Board representatives as needed.

Staff salaries to support the work of the Board are covered by the Licensing and Regulation Fund established in 2023 Iowa Acts, Senate File 557. Licensing fees go to the fund to cover the operations of the regulated professional licensing boards. Board staff review applications, perform site visits, review reports and present to the Board. The Board has 1.0 full-time equivalent (FTE) position for the educational programs and approval process.

- **Classes of persons that will benefit from the proposed rulemaking:**

Establishing minimum program requirements ensures that nursing programs are providing competent education that meets the minimum standards. Without having an established threshold for nursing education programs, institutions that are not appropriately staffed, educated or providing the appropriate training could cause harm to the public, especially nursing students. For these reasons, the Board believes the costs to implement this rulemaking are justified by the benefits received.

2. **Impact of the proposed rulemaking, economic or otherwise, including the nature and amount of all the different kinds of costs that would be incurred:**

- **Quantitative description of impact:**

The Board regulates over 74,000 nursing licenses in Iowa. There is no national standard or established curriculum for nursing programs across the nation. The Board has approved 79 pre-licensure programs and 21 post-licensure programs to provide nursing education in Iowa.

- **Qualitative description of impact:**

Because the field of nursing does not have a nationally recognized curriculum or education, the Board approves all nursing programs existing in Iowa or providing services to individuals in Iowa. The approval process ensures the state does not have programs that are fraudulent or lack the proper education and training required to prepare the individual to practice nursing safely.

3. **Costs to the State:**

- **Implementation and enforcement costs borne by the agency or any other agency:**

Staff salaries to support the work of the Board are covered by the fund. Licensing fees go to the fund to cover the operations of the regulated professional licensing boards. Board staff review applications, perform site visits, review reports, and present to the Board. The Board has 1.0 FTE position for the educational programs and approval process.

- **Anticipated effect on state revenues:**

There is no anticipated effect on state revenues.

4. **Comparison of the costs and benefits of the proposed rulemaking to the costs and benefits of inaction:**

Establishing minimum program requirements ensures that nursing programs are providing competent education that meets the minimum standards. Without having an established threshold for nursing education programs, institutions that are not appropriately staffed, educated or providing the appropriate training could cause harm to the public, especially nursing students. For these reasons, the Board believes the costs to implement this rulemaking are justified by the benefits received.

5. **Determination whether less costly methods or less intrusive methods exist for achieving the purpose of the proposed rulemaking:**

The Board has not identified a more cost-effective alternative to the approval of nursing education programs. The Board believes the requirements outlined in the proposed repromulgation ensure public safety and adequacy of nursing programs for Iowans. The program requirements or approval process could be eliminated or simplified, but the Board would be concerned about the credibility of the programs offered to nursing students in that scenario.

6. **Alternative methods considered by the agency:**

- **Description of any alternative methods that were seriously considered by the agency:**

The Board has not identified a more cost-effective alternative to the approval of nursing education programs. The Board believes the requirements outlined in the proposed repromulgation ensure public safety and adequacy of nursing programs for Iowans. The program requirements or approval process could be eliminated or simplified, but the Board would be concerned about the credibility of the programs offered to nursing students in that scenario.

- **Reasons why alternative methods were rejected in favor of the proposed rulemaking:**

The Board has not identified a more cost-effective alternative to the approval of nursing education programs. The Board believes the requirements outlined in the proposed repromulgation ensure public safety and adequacy of nursing programs for Iowans. The program requirements or approval

process could be eliminated or simplified, but the Board would be concerned about the credibility of the programs offered to nursing students in that scenario.

Small Business Impact

If the rulemaking will have a substantial impact on small business, include a discussion of whether it would be feasible and practicable to do any of the following to reduce the impact of the rulemaking on small business:

- Establish less stringent compliance or reporting requirements in the rulemaking for small business.
- Establish less stringent schedules or deadlines in the rulemaking for compliance or reporting requirements for small business.
- Consolidate or simplify the rulemaking's compliance or reporting requirements for small business.
- Establish performance standards to replace design or operational standards in the rulemaking for small business.
- Exempt small business from any or all requirements of the rulemaking.

If legal and feasible, how does the rulemaking use a method discussed above to reduce the substantial impact on small business?

The proposed rulemaking regulates the quality of the education for nursing programs in Iowa. These administrative rules apply equally to all schools and businesses. If a small business identifies a rule that is overly burdensome and the goals of which could be achieved in a manner that would reduce the impact on the small business, it may utilize the Department's established waiver process.

Text of Proposed Rulemaking

ITEM 1. Rescind 655—Chapter 2 and adopt the following **new** chapter in lieu thereof:

CHAPTER 2
NURSING EDUCATION PROGRAMS

655—2.1(152) Definitions.

"Approval" means recognition status given to nursing education programs based on the programs' compliance with the criteria specified in this chapter. Approval may be granted or continued for any time period determined by the board for up to six years.

"Clinical facilities" means locations where students directly care for patients/clients under the supervision of a qualified faculty member.

"Clinical instruction" means hands-on learning situations in which students directly care for patients/clients within a relevant setting, under the supervision of a qualified faculty member.

"Content" means the subject matter in a given area of study.

"Controlling institution" means the institution that has authority over and administrative accountability for the program(s).

"Curriculum" means content, lab/simulation, observation and clinical experiences developed, implemented and evaluated by faculty to facilitate achievement of program outcomes and to meet the learning needs of students.

"Debriefing" means an activity that follows a simulation experience and that is led by a faculty member, encourages a participant's reflective thinking, and provides feedback regarding the participant's performance.

"Faculty" means the teaching staff in a nursing education program. This definition includes anyone who provides didactic, simulation, laboratory, or clinical instruction in nursing when assigned by the program to provide this instruction for courses included in the nursing curriculum. The

definition applies regardless of the amount of time spent teaching, the level of payment, the type of contract, the temporary nature of the position, or the location of the learner.

"Head of program" means the dean, chairperson, director, or coordinator of the nursing education program(s) who is responsible for the administration of the program(s).

"Improvement status" means the status on which a program is placed after three consecutive years of NCLEX® results below 95 percent of the national NCLEX® passing percentage.

"Interim approval" means approval granted to a new nursing program, at which time students may be admitted into the program.

"Lab/simulation" means activities that mimic the reality of a clinical environment and that are designed to demonstrate procedures, decision-making and critical thinking through interactive experiences.

"Learning experiences" means experiences that shall include content and clinical instruction and that may include components of lab/simulation, practicum, and observation.

"Located in Iowa" means a college or university that is accredited by the Higher Learning Commission, that has made a substantial investment in a permanent Iowa campus and staff, and that offers a full range of courses leading to the degrees offered by the institution as well as a full range of student services.

"National NCLEX® passing percentage" means the percentage of first-time testers who achieve a passing score on the NCLEX® examination for licensed practical nurse or registered nurse licensure, calculated on a calendar year basis.

"NCLEX®" means the National Council Licensure Examination, the examination currently used for initial licensure as a registered nurse or licensed practical nurse.

"NCLEX® passing percentage" means the percentage of first-time testers who achieve a passing score on the NCLEX® examination for licensed practical nurse or registered nurse licensure within six months of graduation from a nursing program, calculated on a calendar year basis.

"Observation" means learning experiences in a relevant setting that meet program outcomes but do not require on-site faculty supervision and where the student does not directly care for patients/clients.

"Out-of-state program" means an approved nursing program within United States jurisdiction that provides clinical experiences in Iowa.

"Practicum" means a course of study designed especially for the preparation of nurses that involves the supervised practical application of previously studied theory.

"Preceptor" means a licensed individual who meets Iowa board of nursing qualifications as specified in this chapter, is on staff at the facility where the experience occurs, is selected by the nursing program in collaboration with the clinical facility, and is responsible for the on-site direction of the student over a period of time.

"Preceptorship" means an experience between a preceptor and a nursing student over a period of time that is congruent with program outcomes.

"Program" means a course of study by any method of instruction or delivery that leads to a nursing diploma, degree or certificate. Multiple-site programs offered by one controlling institution shall be considered one program if the philosophy and curriculum of all the sites are the same.

"Qualified nursing faculty" means individuals who meet board faculty qualifications as specified in this chapter and the qualifications of the parent institution.

655—2.2(152) Programs eligible for board approval. Programs eligible for board approval shall include all of the following:

1. At least a one-academic-year course of study or its equivalent in theory and practice that leads to a diploma in practical nursing and to eligibility to apply for practical nurse licensure by examination as described in 655—Chapter 3.

2. At least a two-academic-year course of study or its equivalent in theory and practice that leads to a degree in nursing and to eligibility to apply for registered nurse licensure by examination as described in 655—Chapter 3.

3. A course of study for registered nurses that leads to a baccalaureate degree with a major in nursing.

4. A course of study for registered nurses that leads to a master's degree with a major in nursing.

5. A course of study for registered nurses who hold a master's degree in nursing that leads to a certificate in advanced practice nursing and eligibility for licensure as an advanced registered nurse practitioner as described in 655—Chapter 7.

6. A post-master's course of study that leads to a doctoral degree with a major in nursing.

7. A course of study that leads to a doctorate in nursing practice.

655—2.3(152) Application for interim approval of a nursing program.

2.3(1) Before establishing a nursing program, a controlling institution shall submit a program application to the board, including:

a. Name and address of the controlling institution.

b. A written statement explaining how the college or university meets the definition of "located in Iowa."

c. Accreditation status of the controlling institution.

d. A written statement of intent to establish a nursing program, including the academic and licensure levels of the program and the primary method of instruction.

e. The establishment of an advisory committee composed of representatives of the community and nurses. Minutes of advisory committee meetings shall be kept on file.

f. Completion of a needs assessment that includes:

(1) Documentation of the present and future need for the program in the state, including the need for entry-level nurses.

(2) Potential effect on existing nursing programs.

(3) Availability of qualified head of the program and faculty.

(4) Source and description of clinical resources for the program.

(5) Evidence of potential students and anticipated enrollment.

(6) Documentation of adequate academic facilities and staff to support the nursing program.

(7) Evidence of financial resources adequate for the planning, implementation and continuation of the nursing program.

(8) Tentative time schedule for planning and implementing the nursing program and the intended date for entry of the first class into the program.

2.3(2) The proposed program shall submit the following prior to enrolling students:

a. Evidence of employment of the head of the program, including the individual's qualifications, at least six months prior to the beginning of the first nursing course.

b. Program philosophy, objectives and outcomes that reflect the proposed level of education.

c. Organizational chart of the educational institution documenting the relationship of the nursing program within the institution.

d. Curriculum plan that meets the criteria in rule 655—2.10(152).

e. Letter of intent from clinical facilities securing clinical opportunities and documentation of the facility type, size, number of beds, and type of patients.

f. Evidence of faculty employed by the controlling institution prior to the beginning of teaching assignments. Faculty members who teach nursing shall meet the qualifications outlined in subrule 2.11(2).

g. Proposed five-year budget for the nursing education program.

2.3(3) The board may conduct a site visit to the controlling institution and clinical facilities to validate information submitted in the program proposal prior to determining interim approval status.

2.3(4) Interim approval may be granted to the program based on the program proposal and a site visit.

a. The controlling institution shall publish the interim approval status of the program.

b. The program shall submit an annual report by June 30th of each year until full approval as described in rule 655—2.4(152) is granted by the board. The report shall include the following:

(1) Updated information in all areas identified in the initial proposal.

(2) Current number of admissions and enrollments.

(3) Current number of qualified faculty.

(4) New course offerings, including descriptions, credit hours, outcomes/objectives, placement of course and curriculum submitted six months prior to the offering of courses.

(5) Changes requiring board notification and approval as outlined in subrule 2.17(3).

c. Interim approval continues until the board conducts a review of program materials, completes a site visit, and grants approval to the program following graduation of the first class and submission of results of the national examination for licensure or advanced practice certification, if applicable.

d. The board may at any time seek additional program information from the controlling institution and head of the program.

2.3(5) The board may deny interim approval based on the program proposal and a site visit.

a. In order to be reconsidered, the controlling institution shall resubmit a program proposal within six months from the time of program application.

b. One year from the initial application, the controlling institution may resubmit a program application to the board in order to be reconsidered.

655—2.4(152) Approval and reapproval of in-state nursing programs. The full approval for nursing programs located in Iowa requires the following:

1. Completion of a board survey visit by board representative(s).
2. Submission of the program's systematic evaluation plan.
3. Employment of qualified faculty and head of program.
4. Annual reports.
5. Documentation supporting compliance of nursing program criteria.

2.4(1) The board provides the program with the schedule and the criteria for approval or reapproval.

2.4(2) The program provides to the board the nursing education program report and supporting documentation addressing all aspects of the program outlined in rules 655—2.8(152) through 655—2.18(152).

2.4(3) A focused site visit may happen due to any of the following:

a. Complaints from students, faculty and clinical agencies.

b. Frequent turnover of faculty and the head of the program.

c. Decreasing trends in outcomes including NCLEX ® pass rates.

d. Evidence that the program does not meet the criteria for approval.

2.4(4) The board will provide a report addressing recommendations from the site visit and nursing education program report to the head of the program. The head of the program will have an opportunity to respond in writing to the recommendations.

2.4(5) The nursing education program report and the program response is submitted to the board for review.

2.4(6) The board determines the approval status of the program.

a. Full approval may be granted or continued, within any time frame determined by the board, up to six years.

b. Conditional approval may be granted as determined by the board.

655—2.5(152) Conditional approval.

2.5(1) Conditional approval may be granted if the board determines that the program does not meet the criteria for approval at any time during the progression of the program.

2.5(2) The board:

a. Will notify the president of the academic institution and head of the nursing program, in writing, of the program's conditional approval status. The nursing program will be given a reasonable period of time to submit an action plan to correct the identified program deficiencies.

b. May request progress reports and conduct a site visit at any time during the conditional approval.

2.5(3) The program shall notify all students and prospective students of the program's conditional approval status.

2.5(4) Prior to the expiration of a program's conditional approval, representatives of the program and controlling institution shall submit a systemic evaluation plan detailing how outcomes are met. The board determines whether to grant the program full approval, extend conditional approval, or initiate proceedings to deny or withdraw approval.

655—2.6(152) Denial or withdrawal of approval.

2.6(1) A program denied approval or given less than full approval may appeal that decision. An appeal initiates a contested case hearing governed by 481—Chapter 506.

2.6(2) If, after a contested case proceeding, the board denies or withdraws approval of a program, the program shall immediately notify all enrolled students of the denial or withdrawal of approval. Such notification must include the date of denial or withdrawal of approval and a statement that students must graduate from an approved program to be eligible for licensure. The program shall assist all enrolled students with transferring to an approved program.

655—2.7(152) Closure of an approved program.

2.7(1) Prior to program closure, the controlling institution shall submit a written plan to the board. The plan shall include:

a. Reasons for closure and the date of closure, including when the last student graduates.

b. Provisions to continually meet the criteria for board approval and maintenance of nursing education standards during the transition to closure.

c. Arrangements for enrolled students to complete a board-approved program.

2.7(2) Prior to closure, the controlling institution shall notify the board regarding the location and maintenance of student and graduate transcripts and records.

655—2.8(152) Organization and administration of the program.

2.8(1) The program shall meet the following criteria:

a. Authorization. Authorization for conducting a program is granted in accordance with Iowa Code chapter 261B.

b. Authority and administrative responsibility. The authority and administrative responsibility of the program is vested in the head of the program, who is responsible to the controlling institution.

c. Organizational chart. The organizational chart(s) indicates the lines of authority and communication within the program and with the central administration, other units within the controlling institution, cooperating agencies, and advisory committees.

d. Finances.

(1) The controlling institution shall allocate adequate funds to carry out the purposes of the program.

(2) The head of the program and nursing faculty shall have input for the budgeted needs of the program.

e. Ethical practices. Ethical practices and standards shall be consistent with those of the controlling institution and made available to students and prospective students.

f. Contractual agreements. Written contractual agreements shall exist between the program and the clinical facilities. The agreements shall include:

(1) Identification of responsibilities of both parties related to patient or client services.

(2) Provision for faculty control, selection and guidance of student learning experiences.

(3) Provision for termination of the agreement.

(4) Provision for annual review.

(5) Provision that the facility is in good standing with its regulatory agency.

g. Accrediting and approving agencies.

(1) The controlling institution or program shall be accredited by the Higher Learning Commission.

(2) When the program is located at a community college, the controlling institution shall be approved by the Iowa department of education.

(3) When the program is offered under the auspices of the United States armed forces, it shall be accredited by the U.S. Department of the Army.

h. Philosophy/mission and program outcomes. The faculty shall develop a philosophy or mission statement and program outcomes that shall be:

(1) Consistent with the philosophy or mission of the controlling institution.

(2) Reflective of faculty beliefs about nursing, education and professional standards.

(3) A guide in the development, implementation and evaluation of the program.

(4) Available to students and prospective students.

i. Program evaluation. A written plan shall:

(1) Outline the evaluation process for all aspects of the program.

(2) Identify the methodology, tools, responsible parties and time frame.

(3) Provide evidence of implementation reflecting achievement of program outcomes.

2.8(2) Requirements for head of program:

a. Current licensure as a registered nurse in Iowa.

b. Two years of experience in clinical nursing.

c. Two years of teaching experience in a nursing education program.

d. Academic qualifications:

(1) If employed on or before July 1, 1992, the individual is considered adequately prepared as long as that person remains in that position.

(2) If employed after July 1, 1992, the individual must have a master's or doctoral degree with a major in nursing at either level at the time of hire.

(3) If a program offers a baccalaureate or higher degree in nursing, the head of the program must have a doctoral degree at the time of hire.

e. Submission of qualifications to the board within one month of appointment.

655—2.9(152) Resources of the controlling institution. The controlling institution is responsible for the provision of resources adequate to meet program needs and outcomes.

2.9(1) *Human resources.* Human resources shall include the following:

a. Head of program.

b. Faculty.

c. Support staff.

2.9(2) *Physical resources.* Physical resources may include the following:

a. Classrooms, conference rooms, laboratories, simulation laboratories, offices, and equipment.

b. Student facilities.

2.9(3) *Learning resources.* Learning resources include:

a. Library.

b. Print media.

c. Computer-mediated resources.

d. Laboratory/simulation laboratory equipment.

2.9(4) *Financial resources.* Maintain financial resources adequate to support and carry out the mission of the controlling institution.

655—2.10(152) Curriculum.

2.10(1) The curriculum of a program:

a. Reflects current standards of nursing practice and education.

b. Is consistent with laws governing the practice of nursing.

c. Ensures sufficient preparation for the safe and effective practice of nursing.

d. Includes planned learning experiences and strategies that demonstrate integration of knowledge and attainment of the program outcomes.

e. Reflects the roles for which the student is being prepared.

f. Is evaluated on a regular basis by the faculty and reflects achievement of student outcomes as demonstrated in the program evaluation plan.

g. When offered within a college or university:

(1) Is comparable in quality and requirements to other degree programs within the college or university.

(2) Is planned in accordance with the college or university calendar.

(3) Assigns credit hours for learning experiences that are consistent with the college or university pattern.

(4) Provides a teaching/learning environment (classroom, clinical, laboratory, or simulation) that supports achievement of expected outcomes.

2.10(2) Standardized examinations may be used to supplement a program's curriculum but shall not prevent a student's academic progression or graduation.

a. The program is responsible for informing the students of the standardized examinations at the beginning of the program.

b. The program will have a process and procedure for remediation of students who do not pass the standardized examinations.

2.10(3) Prelicensure programs.

a. The curriculum of a program leading to eligibility for initial licensure as a licensed practical nurse or registered nurse includes:

(1) Content consistent with the practice of nursing as defined in Iowa Code section 152.1.

(2) Content in medical, surgical, gerontological, mental health, and nursing of childbearing families and children that reflects current nursing practice and that encompasses health needs throughout the life span.

(3) Opportunities to participate in the nursing process and to develop competencies in direct patient care, problem-solving methodologies, clinical judgment, communication, and the use of current equipment and technology.

(4) Content in nursing history and trends, including scope of practice, professional, legal, and ethical aspects.

(5) Supporting content from the natural and social sciences.

b. In addition to the requirements identified in paragraph 2.10(3)*"a,"* the curriculum of a program leading to a diploma in practical nursing and to eligibility to apply for practical nurse licensure by examination requires:

(1) Curriculum to be consistent with the scope of practice of a licensed practical nurse outlined in rules 655—6.3(152) and 655—6.6(152).

(2) Focus on supportive or restorative care provided under the supervision of a registered nurse or physician/provider pursuant to Iowa Code section 152.1(4).

(3) Learning experiences in medical, surgical and gerontological nursing.

(4) Content in nursing of childbearing families and children and mental health that is supported by one or more of the following: clinical instruction, lab/simulation, or observation experiences adequate to meet program outcomes.

c. In addition to the requirements identified in paragraph 2.10(3)*"a,"* the curriculum of a program leading to a degree in nursing and to eligibility to apply for registered nurse licensure by examination requires:

(1) Curriculum consistent with the scope of practice of a registered nurse outlined in rules 655—6.2(152) and 655—6.7(152).

(2) Focus on attaining, maintaining and regaining health and safety for individuals and groups by utilizing the principles of leadership, management, nursing informatics, and client education.

(3) Learning experiences in medical, surgical, mental health and gerontological nursing.

(4) Content in nursing of childbearing families and children that is supported by one or more of the following: clinical instruction, lab/simulation, or observation experiences adequate to meet program outcomes.

(5) When the program leads to a baccalaureate, master's or doctoral degree:

1. Content in nursing research.
2. Learning experiences in community health nursing.

2.10(4) Postlicensure programs for registered nurses who do not hold a baccalaureate degree in nursing.

a. The curriculum of a program that leads to a baccalaureate degree in nursing shall include learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of the prelicensure baccalaureate education, including content in nursing research and learning experiences in community health nursing.

b. The curriculum of a program that leads to a master's degree in nursing shall include content and learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of the prelicensure baccalaureate education and master's education, including content in nursing research and learning experiences in community health nursing.

2.10(5) Master's, post-master's, and doctoral programs for registered nurses who hold a baccalaureate degree in nursing.

a. The curriculum of a program leading to a master's or doctoral degree in nursing shall include in-depth study of:

(1) Nursing science, which includes content, practicum experiences and research.

(2) Advanced role areas in nursing.

b. The curriculum of a program leading to a master's degree or post-master's certificate in a nursing population focus, eligibility to apply for certification in the population focus by a national professional nursing organization approved by the board, and licensure as an advanced registered nurse practitioner shall:

(1) Be consistent with the scope of practice of the advanced registered nurse practitioner described in 655—Chapter 7.

(2) Include advanced learning experiences in a specialty area of nursing.

2.10(6) Nursing courses with a clinical or practicum component or both. The nursing program shall notify students and prospective students in writing that nursing courses with a clinical or practicum component may not be taken by a person:

a. Who has been denied licensure by the board.

b. Whose license is currently suspended, surrendered or revoked in any United States jurisdiction.

c. Whose license is currently suspended, surrendered or revoked in another country due to disciplinary action.

2.10(7) Nursing programs with a simulation component shall:

a. Ensure that the simulation component does not exceed 50 percent of total clinical hours in a course.

b. Demonstrate that the simulation activities are linked to program outcomes.

c. Demonstrate that simulation activities are based on evidence-based practices.

d. Have written policies and procedures regarding the method of debriefing each simulated activity and a plan for orienting faculty to simulation.

e. Have short-term and long-term plans for integration and maintenance of simulation in the curriculum.

f. Have faculty educated in the use of simulation and who demonstrate ongoing expertise and competence.

g. Evaluate simulation activities based on faculty and student feedback.

655—2.11(152) Faculty.

2.11(1) *Program requirements.* The program shall provide:

a. A sufficient number of faculty who satisfy the requirements in subrule 2.11(2).

b. Written personnel policies and position descriptions.

c. A faculty development program that furthers the competence of individual faculty members and the faculty as a whole.

d. A written teaching-load policy.

e. A nursing faculty organization that operates according to written bylaws and that meets on a regular basis.

f. In a prelicensure program, a ratio of one faculty member to a maximum of eight students for hands-on learning situations in which students directly care for clients in a relevant setting.

2.11(2) *Faculty member requirements.* A faculty member who teaches nursing shall meet the following requirements:

a. Current licensure as a registered nurse in Iowa prior to teaching.

b. Two years of experience in clinical nursing.

c. Academic qualifications:

(1) If employed on or before July 1, 1992, the individual is considered adequately prepared as long as that faculty member remains in that position.

(2) A faculty member who was hired to teach in a prelicensure registered nurse program shall have at least a baccalaureate degree with a major in nursing or an applicable field at the time of hire. This person shall make annual progress toward the attainment of a master's or doctoral degree with a major in nursing or an applicable field. At least one degree shall be in nursing.

1. Applicable fields include but are not limited to education, anthropology, gerontology, counseling, psychology, sociology, health education, health administration, and public health. A person who wishes to fulfill this requirement with education in an applicable field not listed may petition the board for a determination of applicability.

2. The date of hire is the first day of employment with compensation at a particular nursing education program.

3. "Annual progress" means a minimum of one course per year taken as part of an organized plan of study. A written plan of study shall be kept in the employee's file.

(3) A faculty member who was hired to teach after July 1, 1992, in a practical nursing program or at the first level of an associate degree nursing program with a ladder concept shall have a baccalaureate or higher degree in nursing or an applicable field at the time of hire.

(4) A registered nurse hired to teach in a master's program shall hold a master's or doctoral degree with a major in nursing at the time of hire. A registered nurse teaching in a population focus shall hold a master's degree with a major in nursing, advanced level certification by a national professional nursing organization approved by the board in the population focus area in which the individual teaches, and current licensure as an advanced registered nurse practitioner according to the laws of the state(s) in which the individual teaches. Faculty preparation at the doctoral or terminal degree level should be consistent with the mission of the program.

(5) A faculty member hired only to teach in the clinical setting shall be exempt from subparagraphs (1) and (2) if the faculty member is closely supervised to ensure proper integration of didactic content into the clinical setting. If hired after July 1, 1992, a faculty member hired to teach

only in the clinical setting shall have a baccalaureate degree in nursing or an applicable field or shall make annual progress toward the attainment of such a degree.

655—2.12(152) Program responsibilities.

2.12(1) *Information about the program and controlling institution.* The program will provide the following information to prospective and current students:

a. Philosophy/mission and outcomes of the program.

b. General description of the program.

c. Curriculum plan.

d. Course descriptions.

e. Resources.

f. Faculty.

g. Tuition, fees and refund policies.

h. Ethical practices, including recruitment and advertising.

i. Official dates.

j. The program's NCLEX® passing percentage for the prior calendar year, as published by the board of nursing.

2.12(2) *Changes to program.* A nursing program may not make a change to a program during a student's academic plan of study unless the change confers the benefit to the student.

2.12(3) *Program records.* The following records shall be dated and maintained according to the policies of the controlling institution:

a. Course syllabi.

b. Minutes.

c. Faculty personnel records.

d. Catalogs and program bulletins.

e. Curriculum revisions and reports to the board.

f. Graduate nursing file excluding the final transcript and summative performance statements.

2.12(4) *Student and graduate records.*

a. Policies shall specify methods for permanent maintenance and protection of records against loss, destruction and unauthorized use.

b. The final record shall include the official transcript that includes:

(1) Legal name of student.

(2) Dates of admission, completion of the program and graduation.

(3) Courses that were accepted for transfer.

(4) Evidence of authenticity.

(5) Degree granted.

1. The final official transcript shall be maintained permanently.

2. The summative performance statement will relate the performance of the student at the time of graduation to the program outcomes and be maintained for three years.

655—2.13(152) Student criminal history checks.

2.13(1) The program shall initiate criminal history and child and dependent adult abuse record checks of students and prospective students to ensure a student's ability to complete the clinical education component of the program in accordance with Iowa Code sections 152.5A and 135C.33.

2.13(2) The program shall:

a. Notify all students and prospective students of the nursing program's policy and procedure concerning criminal history and child and dependent adult abuse record checks.

b. Conduct record checks in accordance with Iowa Code sections 152.5A and 135C.33 on all students:

(1) Applying for the nursing program.

(2) Returning to the clinical education component of the nursing program. Time frames between record checks may be determined by the program.

(3) Anytime during the student's enrollment in the nursing program pursuant to the program's policy and procedure.

c. Abide by the results of the evaluation performed by the department of human services when determining a student's ability to complete the clinical education component of a nursing program.

655—2.14(152) Clinical facilities.

2.14(1) The clinical facilities shall provide learning experiences that meet curriculum objectives and outcomes.

2.14(2) The program provides information to the board about clinical facilities used for learning experiences, including:

a. The clinical facility's accredited/approved status and evidence of good standing by their regulatory body.

b. Evidence that student experiences are coordinated with programs that use the same facility.

655—2.15(152) Undergraduate and non-ARNP graduate program preceptorship.

2.15(1) The nursing program, in collaboration with a clinical facility, selects preceptors to provide supportive learning experiences to meet program outcomes.

a. The nursing education program and student will work together to find an appropriate preceptor.

b. An appropriate preceptor is a licensee who has equivalent licensure as the student or practices in the same role for which the student is preparing.

2.15(2) The qualifications of a preceptor will be appropriate to support the philosophy, mission, and outcomes of the program.

a. The preceptor shall be employed by or maintain a current written agreement with the clinical facility in which a preceptorship experience occurs.

b. The preceptor shall be currently licensed as a registered nurse, licensed practical nurse, or advanced registered nurse practitioner according to the laws of the state in which the preceptor practices.

c. The preceptor functions according to written policies for selection, evaluation and reappointment developed by the program. Written qualifications, developed by the program, shall address educational preparation, experience, and clinical competence.

d. The program is responsible for informing the preceptor of the responsibilities of the preceptor, faculty and students.

e. The program retains ultimate responsibility for student learning and evaluation.

2.15(3) The program shall inform the board about the preceptorship learning experience process.

a. Written preceptorship agreements are reviewed annually by the program.

b. The board may conduct a site visit to settings in which preceptorship experiences occur.

c. The rationale for the ratio of students to preceptors shall be documented by the program.

2.15(4) An individual who is not a registered nurse or a licensed practical nurse may serve as a preceptor when appropriate to the philosophy, mission, and outcomes of the program.

655—2.16(152) ARNP program preceptorship.

2.16(1) A preceptor is selected by the nursing program in collaboration with a clinical facility to provide supportive learning experiences consistent with program outcomes.

a. The nursing education program and student will find an appropriate preceptor.

b. The student shall have the majority of student preceptorship learning experiences happen with a preceptor who is an ARNP or physician with the same role and population focus for which the student is preparing.

c. Written preceptorship agreements shall be reviewed annually by the program.

d. The board may conduct a site visit to preceptorship sites.

e. The rationale for the ratio of students to preceptors shall be documented by the program.

2.16(2) The preceptor shall:

a. Have qualifications appropriate to support the philosophy, mission, and outcomes of the program.

b. Be employed by or maintain a current written agreement with the clinical facility in which a preceptorship experience occurs.

c. Be currently licensed as an advanced registered nurse practitioner or physician according to the laws of the state in which the preceptor practices.

d. Function according to written policies for selection, evaluation and reappointment developed by the program addressing educational preparation, experience, and clinical competence.

655—2.17(152) Results of graduates who take the licensure examination for the first time. The program shall notify the board when the program's NCLEX® passing percentage is lower than 80 percent for one calendar year.

2.17(1) A program whose NCLEX® passing percentage is lower 80 percent shall submit an institutional plan and appear before the board as directed.

2.17(2) After submission of the institutional plan, for each consecutive calendar year that a program's NCLEX® passing percentage is lower than 80 percent, the program shall submit an institutional plan evaluation and appear before the board as directed.

2.17(3) Programs with a NCLEX® passing percentage that falls below 80 percent for three consecutive calendar years will be placed on improvement status after the third year.

2.17(4) A program on improvement status shall:

a. Notify all current and prospective students of the program's improvement status.

b. Submit quarterly reports and present the reports to the board as directed.

2.17(5) Board staff may conduct a site visit to the program at any time while the program is on improvement status.

2.17(6) Programs that remain on improvement status for two consecutive calendar years shall submit a revised institutional plan and appear before the board as directed. The board will:

a. Review the revised institutional plan and formulate an action plan for the program on improvement status.

b. Individualize the action plan for each program.

2.17(7) A program will be removed from improvement status when the program's NCLEX® passing percentage is above 80 percent for one calendar year.

655—2.18(152) Reports to the board.

2.18(1) Annual reports. The head of the program shall submit an annual report to the board.

2.18(2) Reports. The program shall notify the board of the following:

a. Change of controlling institution, including official name of the program(s) and controlling institution, organizational chart of the controlling institution, and names of administrative officials.

b. Changes in administrative personnel in the program or controlling institution.

c. Opening of a new site or campus.

2.18(3) Changes requiring board notification and approval. The program shall submit one copy of a proposed change for board approval at least four weeks prior to the next scheduled board meeting when the outcome will:

a. Lengthen or shorten the plan of study.

b. Add or delete academic credit in a course required for graduation.

c. Delete a course required for graduation.

d. Add a new course. A program shall submit the following to be implemented within six months of an offering of a course:

(1) Course description.

(2) Outcomes/objectives.

(3) Placement of course.

(4) Curriculum plan.

e. Alter graduation requirements.

f. Reduce the human, physical or learning resources provided by the controlling institution to meet program needs as described in rule 655—2.9(152).

g. Substantively alter the philosophy/mission of the program.

h. Revise the predominant method of instruction or delivery, including transition from on-site to self-study or distance learning.

i. Entail delivery of a cooperative program of study with an institution that does not provide a degree in nursing.

j. Increase the number of student admissions by 20 percent or more.

2.18(4) If a program makes changes as part of a plan to improve the program's NCLEX® passing percentage, pursuant to rule 655—2.17(152), such changes must also be separately submitted to the board for approval pursuant to this rule.

These rules are intended to implement Iowa Code section 152.5 and chapter 152E.