

# **Self Study Report March 2007**



## **UNIVERSITY OF MARYLAND**

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### **SCHOOL OF NURSING**



***Submitted to the  
Council on Accreditation of Nurse Anesthesia Education Programs***

#### **Enclosure 1      Organization Information**

SON Mission  
SON Vision  
SON Strategic Plan  
Organizational Charts for:  
UMB  
SON  
OSAH  
NAP  
SON Bylaws (Table of contents)

#### **Enclosure 2              Handbooks and Program Information**

NAP Student Handbook  
SON Graduate Handbook  
UMB Graduate Handbook (Table of Contents)  
UMB Policies and Procedures (Table of Contents)  
UMB Student Answer Book  
NAP Brochure  
NAP Interview worksheet  
SON MS degree admission requirements

#### **Enclosure 3              Committee Minutes**

OSAH meeting (Sample)  
Master Program Director meeting minutes (Sample)  
NAP Faculty monthly meeting minutes (Sample)  
Masters/DNP programs Curriculum Committee minutes (Sample)  
NAP Education and Curriculum meeting minutes

#### **Enclosure 4              CVs and Position Descriptions**

NAP faculty CV  
Clinical Coordinators CV  
Positions Descriptions  
Program Director  
Assistant Director  
Clinical Director  
Clinical coordinator

#### **Enclosure 5              Clinical Information**

Clinical Coordinator list  
Clinical Coordinator meeting agenda and presentation  
Clinical Site Visit Log  
Class 2007 Clinical rotation schedule (sample)  
Clinical Affiliation agreement (sample)  
Clinical Call schedule Shock Trauma and Sinai Hospital  
Medatrax Summary of Cases Class 2006  
Medatrax Care plan (sample)  
Clinical Semester Objectives

**Enclosure 6**                    **Budget Resources Information**

HRSA Grant Budget summary  
Program Budget summary  
UMB Student Services available  
UMB HS & HSL Resources  
SON Facility summary  
SON Clinical Simulation Labs information

**Enclosure 7**                    **Curriculum Information**

NAP Class Schedule Plan  
NAP Plan of Study  
NAP Course Descriptions  
All Course Syllabi  
CCNA transcript (sample)  
Professional Aspects Seminar Agenda  
Faculty Development Workshops 2006  
NAP FAQ  
NAP Brochure  
Table of COA Required Hours and Courses

**Enclosure 8**                    **Evaluation Information**

Semester Daily Evaluations  
End of semester Evaluation (sample)  
Semester Student Self Evaluations  
Oral board Score Sheet  
Time Study (sample)  
End of Program Evaluation Summary  
SON Faculty Survey Results 2006  
Table of Competencies (criteria c-20)  
Copies of CEQ and FEQ (sample)  
SON Evaluation Plan  
SEE results 2006 and 2007  
Graduate School Grievance Guidelines  
Remediation Plan (sample)  
One Year Employer Evaluation  
One Year Graduate Evaluation