

# Academic Regulation on Skills Testing

Rankin School of Nursing



APPROVED BY SENATE:  
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## Table of Contents

PURPOSE .....	3
SCOPE.....	3
ACADEMIC REGULATION .....	3
PROCEDURE .....	3
RELATED MATERIALS .....	6

## PURPOSE

The ultimate goal of nursing education is to prepare safe, competent, knowledgeable, and ethical practitioners of nursing. Practical testing of skill performance is required to ensure that students are able to perform nursing skills safely and competently.

This academic regulation provides direction to students on the expectations related to testing of nursing skills.

## SCOPE

This academic regulations applies to all Nursing students, all clinical instructors who supervise student learning in nursing courses with a skills testing component, the course professor (if applicable), the Assistant Director, and the Director of the SON

## ACADEMIC REGULATION

The Rankin School of Nursing (SON) encourages nursing students to contact Nurse Educators and/or Course Professors with any questions related to class/lab material. To ensure consistency in testing situations, the following guidelines apply to all nursing courses with a skill testing component in the laboratory setting.

## SUPPORT PERSON

Students are entitled to bring a support person when attending meetings concerning a possible breach of standards of practice or code of ethics. A support person may be anyone from the University Community that the student chooses to assist them in the process. The support person must respect the confidentiality of all persons involved in the based. If a student wishes to be accompanied by a support person, the student must notify everyone attending the respective meeting so that arrangements can be made.

## PROCEDURE

### 1. Skill testing

1.1 Skill testing is evaluated as either pass or fail.

1.2 With the exception of vital signs, which will be evaluated in person by a nurse educator or other relevant assessor, all skill testing will be recorded on SON Recording Devices (E.g. Ipad)

1.3 Recorded skills tests will be evaluated by assigned Nurse Educator and Course Professor.

Nurse  
Educator,  
Course  
Professor

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| 1.4 | In the event that a Nurse Educator or Course Professor determines that a student has been unsuccessful in skill testing, a second Nurse Educator or Course Professor is to review and evaluate the test. In instances where the evaluators reach conflicting decisions regarding whether or not the student passed the skills testing, the final decision is to be made by the Assistant Director of the School of Nursing. | Nurse Educator, Course Professor, Assistant Director |
| 1.5 | Students will be notified of testing results via Moodle. Nurse Educators or Course Professors will notify students of any concerns regarding testing results or if corrective feedback on skills is required.   | Student, Nurse Educator or Course Professor          |
| 1.6 | After their first attempt on skills testing, if a student is unsuccessful in demonstrating competency, the evaluator will provide oral and written feedback to the student on their performance within 2-4 business days. Remediation will take place prior to a second test.   | Student, Nurse Educator or Course Professor          |

## 2. Remediation

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|-----|---|-------------------------|
| 2.1 | A student who has been unsuccessful will schedule a meeting with the Nurse Educator who performed his/her skill test to review feedback and develop a study plan.                     | Student, Nurse Educator |
| 2.2 | The student will review the study plan  | Student                 |
| 2.3 | The student will practice in the lab setting areas that need improvement. Typically, the student practices under supervision before retesting. Retesting is to occur within 3-5 days. | Student                 |

## 3. Second test

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| 3.1 | When a student retests, a different Nurse Educator or Course Professor than the one who evaluated the student's first attempt will oversee and evaluate the second test.                           | Student, Nurse Educator or Course Professor |
| 3.2 | With the exception of vital signs, which will be re-evaluated in person by a Nurse Educator or other relevant assessor, all skill retesting will be recorded on SON Recording Devices (e.g. iPads) | Student, Nurse Educator                     |

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| 3.3 | In the event that the assigned Nurse Educator or Course Professor determines that a student has been unsuccessful in the second skill test, a second Nurse Educator or Course Professor is to review and evaluate the test. In instances where the evaluators reach conflicting decisions regarding whether or not the student passed the skills testing, the final decision is to be made by the Assistant Director of the School of Nursing.   | Nurse Educator, Course Professor, Assistant Director |
| 3.4 | Students will arrange a meeting time with the Nurse Educator or Course Professor to review results of re-testing.  | Student, Nurse Educator or Course Professor          |
| 3.5 | A student who is unsuccessful on the second test will be dismissed from the program and therefore ineligible to progress to the next semester in the nursing program. The student will be subject to a one year waiting period before being eligible to apply for re-entry. If the student is dismissed from the program as the result of the formal assessment, the Assistant Director and Director are to meet with the student to discuss the review results and advise the student of the dismissal. Students are entitled to bring a support person to this meeting. If a student wishes to be accompanied by a support person, the student must notify everyone attending the respective meeting so that arrangements can be made. | Student, Director, Assistant Director                |
| 3.5 | The student will schedule a meeting with the Assistant Director and Academic Advising to discuss options for re-entry into the nursing program.  | Student, Assistant Director                          |
| 3.6 | If the student is readmitted to the program, the student will be required to retake and successfully complete both the course and all skills associated with the course.   | Student  |
- 4. Student Appeal of Program Dismissal due to Skills testing Failure**
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| Students who has been dismissed from the program due to skills testing failure have recourse to an appeal process. | Student |
|--|---------|

- 4.1 Students who have been dismissed from the program must appeal directly to Committee on Studies- Science. To appeal to Committee on Studies, students must complete the appeal form found in their MesAmis account.
- If the SON Director deems necessary, the Director will appoint a Nurse Educator to attend the meeting of the Committee on Studies as an independent assessor when the student's appeal is heard. The appointment will be a Nurse Educator who is familiar with the field of practice and has not been involved in the case.
- The appointed person cannot be the course professor associated with the skills lab. If a Nurse Educator attends, the student has to be informed of what the Nurse Educator has said and given an opportunity to respond in writing to the Committee on Studies.
- The committee will review the appeal letter and all relevant documentation and render a decision. The Chair of Committee on Studies is to notify the Director and the student of the committee's decision.
- While the Committee on Studies reviews the appeal, the student is not to participate in any clinical practice.
- 4.2 All appeals decisions rendered by the Committee on Studies- Science are final
- Student,  
Nurse  
Educator,  
Director,  
Committee  
on Studies

## RELATED MATERIALS

CRNNS Standards for Nursing Practice

<https://crnns.ca/wp-content/uploads/20>