

# Academic Regulation on Skills Testing

Rankin School of Nursing



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## 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 the testing of nursing skills.

## SCOPE

This academic regulation applies to all nursing students, all nurse educators and faculty who supervise student learning in nursing courses with a skills testing component, the Associate Director, and the Director of the Rankin School of Nursing.

## ACADEMIC REGULATION

The Rankin School of Nursing (SON) encourages nursing students to contact nurse educators and/or nursing faculty 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. With the exception of vital signs, which will be evaluated in person, all skill testing will be recorded on SON recording devices (e.g., Ipad). Skill testing is evaluated as either pass or fail.

## SUPPORT PERSON

Students are entitled to bring a support person when attending meetings concerning a skills failure. A support person may be anyone from the university community the student chooses to assist them in the process. The support person must respect the confidentiality of all persons involved in the case. If a student wishes to be accompanied by a support person, the student must notify the Associate Director, 24 hours before the meeting, so that arrangements can be made.

## PROCEDURE

### 1. Skill Testing

- |     |   |  |
|-----|---|--|
| 1.1 | Skills tests will be evaluated by an assigned nurse educator and/or nursing faculty who must be familiar with the field of practice.  | Nurse Educator,<br>Nursing Faculty               |
| 1.2 | Testing results are posted to Moodle. Nurse educators/nursing faculty will notify students of any concerns regarding testing results or if corrective feedback on skills is required  | Student, Nurse<br>Educator or<br>Nursing Faculty |
| 1.3 | If a student is unsuccessful in demonstrating competency after their first skills attempt, the evaluator will provide oral and written feedback to the student on their performance no later than four business days after being notified of the results. Remediation will take place prior to a second test. | Student, Nurse<br>Educator or<br>Nursing Faculty |

## 2. Remediation

- 2.1 The student will schedule a meeting with the evaluator who assessed their skill test to review feedback and develop a remediation plan. Student, Nurse Educator Nursing Faculty
- 2.2 The student will review the remediation plan with the evaluator, and both will sign the document. Signing the document acknowledges both parties have read the document. Student, Nurse Educator Nursing Faculty
- 2.3 The student will practice in areas that need improvement in the lab setting and can request supervised practice with a nurse educator and/or nursing faculty for the area of concern during regular hours of work. Student

## 3. Retest

- 3.1 When a student retests, a second nurse educator/nursing faculty (separate from the first reviewer) will oversee and evaluate the second test Student, Nurse Educator
- 3.2 The nurse educator/nursing faculty member assigned to retest the student will schedule retesting within 3-5 days of implementation of the remediation plan. Student, Nurse Educator, Nursing Faculty
- 3.3 If the nurse educator or nursing faculty determines that a student has been unsuccessful in the second skill test, another nurse educator or nursing faculty is to review and evaluate the video demonstration of the skill. If the evaluators reach conflicting decisions regarding whether or not the student passed the skills testing, the final decision is to be made by the Associate Director of the Rankin School of Nursing (or designate). \*\*\*if a student has demonstrated improvement on their 2<sup>nd</sup> attempt BUT is not completely meeting the objectives/requirements for the skill, then after consultation between the Nurse Educator and/or Course Professor and the Associate Director, the student may be given a conditional pass for the skill. The students will develop a learning plan and now follow the Academic Regulations for Students in Clinical Practice. Nurse Educator, Nursing Faculty, Associate Director
- 3.4 Students will arrange a meeting time with the nurse educator or nursing faculty to review the results of re-testing. Student, Nurse Educator, Nursing Faculty

## 4. Failure

- 4.1 A student who is unsuccessful on the second test will be eligible to retake the course at its next offering if this is the first course failure. Students with one nursing course failure will be prevented from progression in all further required nursing courses until this course is repeated and successfully completed at its next offering Student, Director, Associate Director

- 4.2 A student who is unsuccessful on the second test, and for whom this is a second course failure in the program, will be suspended from the program for a minimum of 2 semesters and will be required to re-apply. Re-admission to the program is not guaranteed. Re-admission for the next academic year will be at the discretion of the Dean of Science in consultation with the Associate Director and/or Director of the School of Nursing and seat availability. If the student is re-admitted, subsequent failure in any course (including non-nursing and nursing courses) will result in dismissal from the program, (refer to the Academic Calendar). The Associate Director and Director are to meet with the student to discuss their case.

Student,  
Associate  
Director

## 5.0 Student Appeal of Program Dismissal due to Skills Testing Failure

- 5.1 Students who have been dismissed from the program can directly appeal to the Committee on Studies- Science. To appeal to the Committee on Studies- Science, students must complete the appeal form found in their MesAmis account.

Student,  
Nurse  
Educator,  
Director,  
Committee on  
Studies

For the student's appeal hearing, the SON Director may appoint a nurse educator/nursing faculty to attend the meeting of the Committee on Studies-Science as an independent assessor. The appointment will be a nurse educator/nursing faculty who is familiar with the field of practice and has not been involved in the case but cannot be the nursing faculty associated with the skills lab.

The Committee on Studies-Science will review the appeal letter and all relevant documentation, facilitate the process, and render a decision. The Chair of Committee on Studies-Science is to notify the Director and the student of the committee's decision.

While the Committee on Studies-Science reviews the appeal, the student is not to participate in any clinical practice.

- 5.2 All appeals decisions rendered by the Committee on Studies- Science are final.

## RELATED MATERIALS

NSCN Standards for Nursing Practice

<https://www.nscn.ca/professional-practice/practice-standards/standards-practice>

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