

Rights and Responsibilities

Policy

The Nurse Anesthesia Program (NAP) identifies the following Rights and Responsibilities of entities associated with the NAP.

Patients Rights & Responsibilities

Patients have a right to know who is administering their anesthesia, who will be supervising the administration of the anesthetic and the relationship between the two. No practice shall be engaged in which is intended to deceive the patient in this regard. Patients have a right to expect that those anesthesia services provided by students will be under the supervision of a CRNA and/or an anesthesiologist. This should be consistent with the anesthetic risk of the patient, the magnitude of the anesthesia and surgery, and the educational level of the student. At all times a CRNA and/or anesthesiologist shall be immediately available in all anesthetizing areas where students are performing anesthesia. Patients have a right to expect the student and supervisory personnel providing their services are mentally competent and not impaired by fatigue, drugs or other incapacitating conditions. The patient's surgeon, or responsible physician, shall be kept informed pertaining to the anesthetic management and any complications arising from that management. Costs to patients for student and supervisory services will be fair and equitable. Nothing shall prevent any patient from requesting not to be a teaching patient or prevent any member of the clinical staff from designating any patient as a non-teaching patient.

Patients are responsible for providing truthful information about their medical history and health status.

Applicants/Candidates Rights

1. Be treated in a respectful manner
2. Be communicated with in a truthful and timely fashion.
3. Have their application considered with the same degree of consideration as any other applicant

Applicants/Candidates Responsibilities

1. Inform the program of changes in demographic data
2. Complete their application and send in all supporting documentation before the deadline
3. Check in the applicant portal or with the Enrollment and Advising Department to ensure all required documents have been received before the application deadline.
4. Be truthful and complete on the application and in all aspects of their communication
5. Provide the program all requested and/or necessary information to make decisions about their qualifications for admission into the program
6. Notify the Director of Enrollment and Advising within 48 hours while a candidate of:

- Misdemeanor or felony convictions or any pending charges
- Registered Nurse or Advanced Practice Nurse license revoked, restricted, suspended, surrendered, or the subject of a pending action or investigation
- Dismissal, termination, or placement on a not-for-hire list at a health care facility

Student Rights

1. The curriculum is relevant, current, comprehensive and meets commonly accepted national standards for similar degrees.
2. The teaching environment promotes the achievement of educational outcomes driven by the mission of the institution that fosters student learning and professional socialization.
3. The curriculum prepares graduates for the full scope of nurse anesthesia practice.
4. They will not be exploited relative to time commitment for pay or profit of the conducting institution.
5. Fair and accurate evaluations of their progress in the educational program will be made and they will be kept informed of their progress
6. Appeals mechanisms (grievance) are available when decisions are contested.

Student Responsibilities

1. Read all syllabi and be familiar with all course requirements.
2. Be responsible for their own learning.
3. Prepare for all learning activities.
4. Complete required assignments to the student's best ability and turn assignments in on time.
5. Be aware of their own progress and ask for additional clarification or assistance in a timely manner, as needed.
6. Ask faculty if they have any questions regarding communication in each course. While the preferred method of communication between the student and instructor is via the Clarkson College email, each individual instructor will define their preference.
7. Be actively involved in clinical activities and discussions in the classroom or via the classroom online platform.
8. Contact course faculty if student experience difficulties with course content or accessing information.
9. Manage their time, organize their work, and focus to complete assigned learning activities and achieve all end-of-program student learning objectives.
10. Contact course faculty when assigned test or assigned learning activity grade is below the minimum score for passing and/or progression.
11. Comply with all college, program, and clinical site-specific policies and procedures. Policies and procedures may change during the program. Compliance with all changes are also the student's responsibility.
12. Adopt and comply with the AANA and ANA Code of Ethics and the Clarkson College Code of Conduct SW-18. Professionalism is expected at all times.

13. Repay student loans from any source, public and private, understanding it is an ethical and legal requirement.
14. Notify the Nurse Anesthesia Program within 48 hours while a student of:
 - Misdemeanor or felony convictions or any pending charges
 - Registered Nurse or Advanced Practice Nurse license revoked, restricted, suspended, surrendered, or the subject of a pending action or investigation
 - Dismissal, termination, or placement on a not-for-hire list at a health care facility

Faculty Rights and Responsibilities

For Clarkson College to provide a high-quality health care education program for each student it is dependent on faculty commitment to the Mission and Values of the College. It is essential that faculty demonstrate competence in their field of expertise, excellence in the teaching and learning experiences offered to students, a commitment to assist the success of all students, and involvement in college-wide educational activities.

The following list outlines the many facets of a Clarkson College faculty member's role and responsibilities. This list is intended to provide the general framework in which faculty members will find ways to combine their particular expertise and interest to further the Mission of the College as it educates students to improve the access and quality of health care.

1. Provide high quality instruction utilizing current teaching principles involving the wide range of instructional media and electronic communication resources.
2. Prepare instructional and evaluative materials that relate to appropriately instructing and evaluating students.
3. Maintain accessibility to both on campus and distance students through reasonable means
4. Will maintain a current schedule on Outlook, each semester.
5. Provide students with timely feedback. Faculty must be able to provide a student with information on how they are doing in a course at any time during the semester. Feedback will be provided on assignments within seven days of due date, unless otherwise specified.
6. Communicate (e.g., email, phone, Learning Management System) with students and members of the College community promptly. Faculty will respond within two business days, with the exception of holidays and faculty breaks during which faculty are not required to respond.
7. Contribute to the development and improvement of the program's curriculum.
8. Advise and assist students with academic and career decisions as well as other issues that may require referral to College services.

9. Contribute to the continued improvement of the College by serving on College committees. Faculty are encouraged to participate in college related events: such as graduation; community meetings; faculty senate; and departmental meetings and events.
10. Pursue scholarship activities that relate to continued professional development as an educator and health care professional.
11. Continue to be actively involved in health care or a related discipline that supports a contribution to their respective professions.
12. Maintain a current license/certificate as required.
13. Serve in leadership roles within the College community.
14. Participate in service initiatives contributing to the Mission and promotion of Clarkson College.
15. Become an active member and contributor to specific projects designed to advance the Mission of the college in such areas as recruitment, retention, promotion, and service to the constituents of Clarkson College.
16. Complete Annual Compliance Checklist prior to annual performance evaluation.

Clarkson College Rights

Clarkson College, as the conducting institution, has the right to expect that:

1. The nurse anesthesia faculty operates the program in accordance with the standards, policies, and procedures of the accrediting agencies, College, affiliate clinical sites, and the program.
2. Accurate and comprehensive records will be maintained, and these will be made available to on-site accreditation reviewers.
3. The program will submit required reports to accrediting agencies and other submissions as required.

The program represents itself with integrity and truthfulness in all communications.

4. The nurse anesthesia faculty will keep current with accreditation standards and trends affecting nurse anesthesia education.
5. Students will adopt and comply with all college and program policies and procedures.

Clarkson College Responsibilities

1. Provide the resources needed for effective operation of educational programs of high quality such as budget, equipment, classroom/lab space and other resources.
2. Provide professional liability coverage which applies to nurse anesthesia students and faculty
3. Provide student services such as library, admission counseling, financial aid assistance, writing lab, etc.

4. Implement a systemic evaluation plan to continuously assess indicators to improve student outcomes throughout the college
5. Continually evaluate the NAP to ensure that it meets student needs and that graduates attain the desired outcomes
6. Coordinate advertising and public relation efforts
7. Provide support and resources for faculty professional development and professional activities
8. Conduct all programs in compliance with all legal and accreditation standards
9. Assess and plan for future educational needs of the community and college

Clinical Sites/Affiliation Institutions

See Affiliation Agreements for each clinical site

Accrediting Agency

See COA MSN and DNP Standards for COA Mission, Purpose, Objectives and Value of Accreditation

Written 12-14; Reviewed & Revised (R&R) August 2015; R&R July 2016; R&R July 2017; R&R July 2018; R&R September 2019; R&R 9-20; R&R Aug 2021, ; Reviewed December 2022; R&R March 2024