



# UNIVERSITY of MARYLAND SCHOOL OF NURSING

## **Clinical, Simulation, and Laboratory Attendance Policy**

**Responsible Administrators:** Academic Deans, Baccalaureate and Master's

**Sponsoring Unity:** Office of the Academic Deans

**Effective Date:** 08/27/2018

**Last Reviewed:** 09/29/2022

**Next Scheduled Review:** 06/2025

### **POLICY STATEMENT**

Attendance and engagement in scheduled course-supported learning experiences is a student responsibility critical to successful course completion. Absences from course-supported learning experiences undermine a student's ability to attain the necessary skills to meet course objectives, master course content, and ultimately pass the course.

Course-supported learning experiences are defined as any activity designed for students to meet course objectives. These experiences include but are not limited to clinical rotations, simulation-based clinical learning activities, lectures, online and virtual experiences, and practica. Providing makeup for missed course-supported learning activities is at the discretion of the University of Maryland School of Nursing (UMSON). UMSON cannot guarantee the availability of makeup opportunities.

This policy addresses absences from clinical learning activities at clinical sites, in virtual spaces, or on campus and is applied to each within a single course (e.g., one lab absence and one clinical absence in the course means two absences).

### **RATIONALE**

UMSON is responsible and accountable for assuring each student meets the required curricular elements in the program plan of study upon graduation, to include all course objectives and clinical hours approved by the Maryland Board of Nursing and the Commission on Collegiate Nursing Education.

### **SCOPE**

This policy applies to students in the Bachelor of Science in Nursing program and Master of Science in Nursing entry-into-nursing option.

## RELATED POLICIES, PROCEDURES, STATUTES, AND REGULATIONS

### UMSON Policies

- [UMSON Policy for Substitution of Simulation for Clinical Hours](#)<sup>1</sup>
- Religious Observance (see [Student Handbook](#)<sup>2</sup>, Page 58)
- Course Incomplete (see [Student Handbook](#)<sup>3</sup>, Page 33)

### UMB Policies

- [UMB Notice of Non-Discrimination](#)<sup>4</sup>

## CONTACTS

Office of the Academic Deans  
Director, Registrar and Student Placements

## STUDENT AND FACULTY EXPECTATIONS IN SUPPORT OF THIS POLICY

1. Faculty are expected to provide and students are expected to complete the required number of clinical hours, simulation-based clinical learning activities, lectures, online and virtual experiences, and practica.
2. As stated in the [UMSON Student Handbook](#)<sup>5</sup>, students are responsible for notifying clinical, simulation, and laboratory faculty as soon as possible in advance of an absence.
3. Students absent from clinical, laboratory, and/or simulation for any reason will be required to make up learning hours and associated learning experiences for a maximum of two total absences (e.g., one lab absence and one clinical absence in the course means two absences).
  - a. No makeups will be offered beyond two absences. The School will offer makeup for a maximum of two absences, if possible. Makeup learning activities are determined and scheduled by faculty. Alternate experiences for the purposes of makeup are at the discretion of UMSON and are not negotiable. More than two absences will result in a clinical failure. Providing makeup for missed course-supported learning activities is at UMSON's discretion. UMSON cannot guarantee the availability of makeup opportunities.

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<sup>1</sup> <https://www.nursing.umaryland.edu/intranet/media/son/intranet/policies-procedures/Policy-Substitution--Simulation-Clinical-Hours.pdf>

<sup>2</sup> <http://www.nursing.umaryland.edu/studenthandbook>

<sup>3</sup> <http://www.nursing.umaryland.edu/studenthandbook>

<sup>4</sup> <http://www.umaryland.edu/policies-and-procedures/library/administration/policies/vi-100c.php>

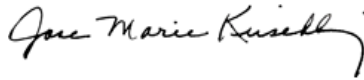
<sup>5</sup> <http://www.nursing.umaryland.edu/studenthandbook>

- b. A student who does not contact their faculty or does not attend a scheduled clinical, laboratory, or simulation activity will receive an “Unsatisfactory” for that day and/or learning activity regardless of the number of hours.
  - c. Missed hours for being sent home due to failure to prepare, meet compliance expectations, arrive on time, or be in appropriate uniform may result in grade reductions or clinical failures and can only be made up at the discretion of the course faculty.
  - d. Makeup experiences must be successfully completed at the first scheduled occurrence.
4. Students who do not complete regularly scheduled or makeup learning activities may receive a grade of (I) incomplete, subject to incomplete policies in the [Student Handbook](#)<sup>6</sup>, or may fail the clinical portion of the course and therefore fail the course.

#### **DATE AND SIGNATURE**

Date: September 27, 2022

Approved by the Dean:



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<sup>6</sup> <http://www.nursing.umaryland.edu/studenthandbook>