

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH
SCHOOL OF NURSING
POLICY & PROCEDURE MANUAL**

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Subject: GRADING FOR CLINICAL COURSES	Original Issue Date: June, 1998	Policy #: 301
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Committees Consulted: Admissions/Promotions Curriculum	Reviewed & Approved by: Semester Coordinators Dean, Administrative & Student Services) Faculty Organization College Planning Board of Trustees	Approved by: (Signature on File) Dean, School of Nursing (Signature on File) Provost, College of Nursing and Allied Health

PURPOSE:

To provide guidelines for grading clinical courses and for documenting student progress in meeting clinical objectives-

POLICY:

Clinical courses assign "Credit" (satisfactory) or "No Credit" (unsatisfactory) grades based on completion of course objectives.

- Grade of "Credit" (satisfactory) constitutes meeting all clinical objectives.
- Grade of "No Credit" (unsatisfactory) constitutes clinical course failure and students are administratively withdrawn from corresponding nursing co-requisite theory course(s).

Grading criteria are published in each course syllabus.

Each clinical course selects specific competency content, method of administration, and grading criteria.

Students are provided opportunities to practice clinical skills and behaviors prior to evaluation.

Instructors complete clinical performance evaluations of all students.

Satisfactory clinical grade is based on:

- Passing the Drug Dosage Calculation Competency
 - Failure of the second Drug Dosage Calculation Competency will result in administrative withdrawal from the clinical course and corresponding co-requisite nursing theory course(s)
- Meeting all clinical objectives
 - Not meeting one or more clinical objective(s) constitutes an unsatisfactory grade in the clinical course and the student will be administratively withdrawn from the corresponding co-requisite nursing theory course(s)
- Achieving a grade of satisfactory on written Clinical Competencies, if applicable
 - Score of 70% or greater
 - Absence will result in a grade of unsatisfactory
 - Students who receive a grade of unsatisfactory are provided one opportunity to retake the competency.
- Achieving a grade of satisfactory on Psychomotor Clinical Competency, if applicable

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- Students who earn a grade of unsatisfactory must demonstrate competency prior to the posting of the final grade

PROCEDURE:

Semester Coordinator:

- Provides the Clinical Performance Evaluations to the clinical instructors
- Provides the completed Clinical Performance Evaluations to the Office of Educational Services (OES) upon completion of the course
- Meets with students who received unsatisfactory grades and refers them to the Dean, Administrative Student Services.

Clinical Instructor:

- Maintains ongoing evaluation of student clinical performance
- Keeps students apprised of their status
- Tracks student progress on anecdotal notes
- Discusses clinical performance with students
- Collaborates with at risk students to develop a plan to meet the course objectives
- Completes the Academic Warning Notice when clinical objectives are not met
- Completes Clinical Performance Evaluation and reviews with student at the end of each rotation and at the completion of the clinical course
- Refers students who receive a grade of unsatisfactory to the Semester Coordinator
- Submits final evaluations to Semester Coordinator upon completion of the course
- Maintains records of student clinical performance until graduation:
 - Attendance and anecdotal notes
 - Skills/Computer Lab Referrals and Academic Warning Notices.

Student:

- Meets all clinical objectives
- Seeks assistance from clinical instructor to improve clinical performance
- Meets with instructor to discuss a collaborative plan for success to improve their clinical performance when at risk for failure.

Students who earn a grade of unsatisfactory on the psychomotor competency must:

- Remediate with the instructor/designee until competent
- Retake the psychomotor skill competency on scheduled date set by clinical instructor
- Achieve a grade of satisfactory prior to the posting of the final grade.

OES staff files Clinical Performance Evaluations in student file.

PROCEDURE DOCUMENTATION:

Academic Warning Notice

Attendance Notes

Clinical Performance Evaluation

Drug Dosage Competency Remediation Plan

Permanent Grade Report – Clinical Course

Skills/Computer Lab Referral

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REFERENCES:

Clinical Course Syllabi
College Catalog
SON Policy #300: Grading System
SON Policy #302: Drug Dosage Calculation Competency
SON Policy #420: Academic Warning Notification
SON Policy #820: Academic Failure and Withdrawal

REVISION DATES:

June 1998
August 8, 2003
December 16, 2006
February 26, 2007
February 24, 2012
June 26, 2015