

Name _____

NSG Course Entering _____
Date _____

TRANSFER STUDENT ORIENTATION CHECKLIST

In order to complete the transfer student orientation, log on to the nursing website, complete the eight sections as directed, use this checklist to identify and document completion of the requirements. Check each area when you have completed that portion of the orientation.

To log on to the nursing website:

www.sinclair.edu → Academics → Life and Health Sciences → Departments
→ Nursing → Transfer Student Orientation

1. Read the curriculum documents.

- | | |
|---|---|
| <input type="checkbox"/> Curriculum overview | <input type="checkbox"/> Program Objectives |
| <input type="checkbox"/> Philosophy | <input type="checkbox"/> Program Overview |
| <input type="checkbox"/> Conceptual Framework | |

2. Review curriculum concepts/theories and complete study guides.

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Human Response | |
| ___ Study Guide on Human Response | ___ Study Guide on Response Patterns |
| <input type="checkbox"/> Erikson and Maslow | ___ Erikson/Maslow study guide |
| <input type="checkbox"/> Caring | |
| <input type="checkbox"/> Preventive Care | ___ Levels of Care Study Guide |
| <input type="checkbox"/> Critical Thinking | |
| <input type="checkbox"/> Roles of the ADN | ___ Ohio Board of Nursing Website |
| <input type="checkbox"/> Delegation | ___ <i>Board Overview Brochure</i> |

3. Review program requirements and complete associated tasks.

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|--|---|
| <input type="checkbox"/> Medical requirements/CPR up-to-date with Student Facilitator, room 3332 | |
| <input type="checkbox"/> Signed verification from Student Facilitator (to faculty 1 st day) | |
| <input type="checkbox"/> Background Check | |
| <input type="checkbox"/> Safety requirements | |
| <input type="checkbox"/> Bloodborne pathogens video | <input type="checkbox"/> Fire safety video |
| <input type="checkbox"/> HIPAA program and test | <input type="checkbox"/> Form signed and dated (to faculty 1 st day) |
| <input type="checkbox"/> Texts purchased | |
| <input type="checkbox"/> Uniforms ordered through Student Facilitator, room 3332 | |
| <input type="checkbox"/> Dosage calculation review, rounding guidelines (show faculty 1 st day) | |
| <input type="checkbox"/> EPIC orientation, if needed | |
| <input type="checkbox"/> Portfolio information | <input type="checkbox"/> Purchased portfolio |
| (show faculty 1 st day) | <input type="checkbox"/> Assembled portfolio |
| <input type="checkbox"/> Community family journal information | <input type="checkbox"/> Family consent signed |
| (show faculty 1 st day) | <input type="checkbox"/> Family profile completed |
| <input type="checkbox"/> Reflective clinical journal information | |
| <input type="checkbox"/> Nursing Process Tool Directions | |
| <input type="checkbox"/> Tool completed using C. Lewis scenario | <input type="checkbox"/> Change of patient tool completed |
| <input type="checkbox"/> Tool turned in to Nursing Office, 3331 | <input type="checkbox"/> Feedback from faculty |

4. Read information related to nursing resources.

- | | |
|--|--|
| <input type="checkbox"/> LRP | <input type="checkbox"/> ANGEL |
| <input type="checkbox"/> Nursing Learning Labs | <input type="checkbox"/> Tour of Nursing Learning Labs |

5. Read information related to assessment and evaluation (testing).

- | | |
|--|---|
| <input type="checkbox"/> Theory exams | <input type="checkbox"/> Performance Exam |
| <input type="checkbox"/> Clinical Performance Evaluation | |

6. Familiarize yourself with policies and procedures of the Nursing Program and Sinclair.
7. Review head-to-toe assessment content of NSG 121.
 - Video 616.0754 - P438s (Library)
 - Eyes Thorax Abdomen
 - Nose and mouth Arms and legs
 - Study guides
 - Heart Heart sounds
 - Breath sounds Bowel sounds and bladder
 - Age related changes in assessment
 - Head-to-toe assessment practice in Nursing Learning Lab using checklist
 - Head-to-toe assessment demonstration to lab personnel
 - Documentation of head-to-toe assessment after demonstration
 - Completed study guides, head-to toe checklist to lab personnel at time of demonstration (checklist returned to student to be taken to faculty first day of class)
8. Complete review of NSG 123 skills content, if entering NSG 220 or above.
 - Obtained NSG 123 LRP and CD Obtained Nurse pack (3313)
 - STNA content needed
 - Study guides
 - Chest tubes
 - Medication administration
 - Skills practice using 123 practice checklist, LRP and CD
 - Appointment to use lab Date _____ Time _____
 - Skills demonstration to lab personnel
 - Completed study guides, skills practice checklist to lab personnel at time of demonstration (checklist returned to student to be taken to faculty first day of class)

Requirements to be given to faculty on the first day of first NSG course:

- Medical and CPR verification from Student Facilitator
- Signed safety requirement form
- Completed HIPAA test
- Completed dosage calculation review
- Community family consent, Community family profile
- Assembled portfolio
- Completed and signed head-to-toe assessment checklist
- Completed and signed skills practice checklist
- Nursing Process Tool with faculty feedback

Student Signature _____

Faculty requirements:

- Received and kept medical and CPR verification
- Received safety requirement form, returned to student
- Received HIPAA test, graded, placed in Clinical Coordinator's mail folder in 3331
- Received dosage calculation practice, reviewed with student, returned to student
- Received family consent, filed in student file in 3331
- Received family profile, reviewed, returned to student
- Reviewed portfolio
- Received signed head-to-toe assessment checklist, returned to student
- Received signed skills practice checklist, returned to student
- Received completed Nursing Process Tool, reviewed feedback given with student, returned to student
- Filed this checklist in student file in 3331

Faculty Signature _____