Governing Responsibly

Course Syllabus

4.0 Continuing Education Contact Hours

Developed By	NCSBN Learning Extension National Council of State Boards of Nursing (NCSBN), Chicago, IL (California provider no. CEP 15807)
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Syllabus Contents	I. Course Description II. Course Policies III. Assignments & Grading IV. Course Schedule V. Help

I. Course Description

Course Overview	This course was developed by National Council of State Boards of Nursing (NCSBN) and is available for NCSBN member board staff and board members. Although any board or staff member can take this course, the material is written to assist the new board member transition into his/her new role as a board of nursing regulator.
Learning Objectives	After completing this course, you will be able to: · Apply the information in the nurse practice act to the duties of a board member · Identify the purpose, authority and responsibility of a board of nursing · Describe the role of a board member · Integrate the personal characteristics of effective board members into his/her actions · Discuss the national and global implications of nursing regulation
Logistics	*Course* This course is self-paced and not mediated by an instructor. Access is available through the NCSBN Learning Extension for Members link, using NCSBN Passport (passport.ncsbn.org). *Time & Schedule* You may register for the course at any time, free of charge. After registering, the course remains active until you pass the post-test. You may register again for the course as often as you like. The course should take no more than 4 hours to complete. You can follow this syllabus as a guide for the amount of work to be completed.

Technology
NCSBN Learning Extension online courses are accessible using an internet connection and a device that meets the specified technical requirements. The courses are designed to make learning fun and interactive. Having the appropriate hardware and software will allow you to fully utilize all the great features of the course.

We strongly recommend that you review the technical requirements before starting the course.

Course Materials   The course is divided into 5 lessons containing reading assignments, quizzes and a post-test. Click on the course menu, located on the upper left side of the screen, to navigate through the course and to access course resources.

Lesson Content
Key features of the lessons include:
· Glossary terms
· Links to additional information
· Quizzes
· Visual and graphical aids
· Post-test
· Course evaluation

Course Resources
In addition to the course syllabus, this is where you will find course documents.

Downloadable/Printable Assignment Book
The Assignment Book accompanies the online course. It contains activities presented throughout the course, along with a review section (Points to Remember), reference list and notes section. When you open the Assignment Book PDF for the first time, save it to your device and always use the PDF to record your responses. (If you prefer, you may also print the PDF and write your responses on paper.)

Post-test
This test is the final indicator of your understanding of the course materials. In order to receive continuing education contact hours, you must complete the post-test with a score of 75% or higher.

Course Evaluation
We want your feedback! Please remember to fill out the course evaluation after competing the course.

II. Course Policies

You must read and abide by the end-user license agreement, which outlines our policies, including the policy regarding usernames and passwords.

It is important to note that you are not allowed to distribute your username and password to give others access to your course. Furthermore, the end-user license agreement is NCSBN's notice of ownership of copyright, which prohibits the distribution of any course materials to others.

III. Assignments & Grading

While we suggest that you read the materials and complete the accompanying activities in the order presented below, we encourage you to meet your learning needs in a way that makes the most sense to you. We strongly encourage you to utilize all of the features of the course to maximize your learning experience.

IV. Course Schedule

Get Started! You can access course resources, the glossary and course content, by clicking anywhere on the course menu located on the upper left side of the screen.

Please contact Customer Support if you experience problems with course access or the use of any course feature.

Introduction This section provides instructions about using the course, information about the topic and the course objectives.

Reading
Complete the reading for the Introduction.

Lesson 1: The Nurse Practice Act

Learning Objective
- Apply the nurse practice act to the duties of a board member

Reading
Complete the reading for Lesson 1.

Assignments
- Complete Assignment 1.1: Nevada NPA
- Complete Assignment 1.2: Mission Statements
- Complete Assignment 1.3: Board Composition in Your State
- Complete Assignment 1.4: Kentucky NPA & Rules
- Complete Assignment 1.5: Maine NPA & Rules
- Complete Assignment 1.6: Administrative Rules from Your State

Quiz
- Complete Quiz 1.1

Lesson 2: The Board of Nursing

Learning Objective
- Identify the purpose, authority and responsibility of a board of nursing

Reading
Complete the reading for Lesson 2.

Assignments
- Complete Assignment 2.1: Compact with Texans
- Complete Assignment 2.2: Your Jurisdiction's Governance Documents
- Complete Assignment 2.3: Guiding Principles of Regulation
- Complete Assignment 2.4: "Exceptional" Boards
- Complete Assignment 2.5: Idaho's Strategic Plan
- Complete Assignment 2.6: Case Study

Quiz
- Complete Quiz 2.1

Lesson 3: Your Role as a Board Member

Learning Objective
- Describe the role of a board member

Reading
Complete the reading for Lesson 3.

Assignments
- Complete Assignment 3.1: Self Assessment
- Complete Assignment 3.2: Board Assessment
- Complete Assignment 3.3: Open Meetings Act
- Complete Assignment 3.4: Personal Strengths/Weaknesses

Quiz
- Complete Quiz 3.1

Lesson 4: Characteristics for Success

Learning Objective
- Integrate the personal characteristics of effective board members into his/her actions

Reading
Complete the reading for Lesson 4

Assignments
- Complete Assignment 4.1: Stakeholders & Partnerships
- Complete Assignment 4.2: The Future of Nursing
- Complete Assignment 4.3: Case Study 1
- Complete Assignment 4.4: Case Study 2
- Complete Assignment 4.5: Case Study 3
- Complete Assignment 4.6: Characteristics for Success

Quiz
- Complete Quiz 4.1

Lesson 5: Global Perspectives for Nursing Regulation

Learning Objective
- Discuss the national and global implications for nursing regulation

Reading
Complete the reading for Lesson 5.

Assignments
- Complete Assignment 5.1: NCLEX & Licensure
- Complete Assignment 5.2: Board of Directors Update
- Complete Assignment 5.3: Leader to Leader
- Complete Assignment 5.4: Journal of Nursing Regulation
- Complete Assignment 5.5: International Council of Nurses

Quiz
- Complete Quiz 5.1

Review

Reading
Complete the reading for the Review.

Post-test

Complete the Post-test
Click the red X in the upper right hand of the screen to save your progress and exit.

You score is not recorded until you have completed the post-test by submitting your answers.

Once you pass with a score of 75% or higher, your course is marked "Complete" and the course completion certificate will be available.

Course Evaluation

Complete the course evaluation.

V. Help

Check out the FAQs and Technical Requirements before starting the course.

24/7 Customer Support
Email: ncsbn_01@24-7intouch.com
Phone: 1.866.906.0572

If the 24/7 Customer Support agent is not able to answer your question, please contact our Customer Experience Team for additional assistance. Responses may take up to 4 business hours.

Email: elearning@ncsbn.org
Phone/Voicemail: 1.312.525.3749 (M–F/9–5 Central)