Kansas State Board of Nursing
Landon State Office Building
900 SW Jackson St., Suite 1051
Topeka, KS 66612-1230

Phone: 785-296-4929
Fax: 785-296-3929
www.ksbn.org

Carol Moreland, MSN, RN
Executive Administrator

Kansas State Board of Nursing

Sam Brownback, Governor

July 11, 2017

Debra Hackler, MSN, RN
Department Chair, Allied Health/Director of Nursing
Hutchinson Community College
815 N. Walnut-Davis Hall
Hutchinson, KS 67501

Dear Ms. Hackler:

Congratulations! On June 13, 2017 the Education Committee of the Kansas State Board of Nursing accepted the site visit report of your ADN Program and voted to accept the site visit report with recommendations and to reapprove the ADN program for a period of time consistent with national accreditation. The Kansas State Board of Nursing on June 14, 2017 concurred with the decision of the Education Committee. I have enclosed a copy of the final site visit report for you with the recommendations listed and the timeline for documentation submission.

Thank you for the hospitality extended to the site visitors. Let me know if you have any questions.

Sincerely,

Carol Moreland MSN, RN

Carol Moreland, MSN, RN
Executive Administrator

Kansas State Board of Nursing
Landon State Office Building
900 SW Jackson St., Suite 1051
Topeka, KS 66612-1230

Phone: 785-296-4929
Fax: 785-296-3929
www.ksbn.org

Carol Moreland, MSN, RN
Executive Administrator

Kansas State Board of Nursing

Sam Brownback, Governor

July 11, 2017

Sandy Pangburn, MSN, RN
Hutchinson Community College
2208 E. Kansas
McPherson, KS 67460

Dear Ms. Pangburn:

Congratulations! On June 13, 2017 the Education Committee of the Kansas State Board of Nursing accepted the site visit report of your PN Program and voted to accept the site visit report and to reapprove the PN program for a period of time consistent with national accreditation. The Kansas State Board of Nursing on June 14, 2017 concurred with the decision of the Education Committee. I have enclosed a copy of the final site visit report for you with the recommendation listed.

Thank you for the hospitality extended to the site visitors. Let me know if you have any questions.

Sincerely,

Carol Moreland MSN, RN

Carol Moreland, MSN, RN
Executive Administrator

Documentation for Re-Approval of Practical Nursing Programs in Kansas
60-2-102 through 60-2-107

Program: Hutchinson Community College PN Program **Date(s):** February 1 - 3, 2017 in conjunction with ACEN site visit

Last KSBN Visit: February 2009 **Accrediting Agency& Date of Last Visit:** NLNAC, Feb 2009

Visitors: Susan White, RN, BSN, MS, KSBN Education Committee Member, Mary Blubaugh, MSN, RN, KSBN Executive Administrator and Carol Moreland, MSN, RN, KSBN Education Specialist

Topic & Regulation	Supporting Information	Location	Met	Not Met	Comments
Home Institution & Nursing Program 60-2-102					
Description of legal body responsible for policy and support of the program and/or home institution	Address of the institution	Self-Study	☒	☐	SSR, pg 1
	Names of primary administrative officials	Self-Study	☒	☐	SSR, pg 1
	Organizational chart for the institution	Self-Study	☒	☐	SSR, pg 242
	Current contact information	Self-Study	☒	☐	SSR pg 1 and Student Handbook
	An audited fiscal report covering the previous twoyears, including a statement of income and expenditures	On Site	☒	☐	Reviewed
	Copy of school's current catalog	Self-Study	☒	☐	USB drive and Website
Description of nursing program	Organizational chart for nursing program	Self-Study	☒	☐	Student handbook pg 5
	Number of faculty	Self-Study	☒	☐	SSR pgs 2 & 35 9 FT and 2 PT for both sites
	Number of non-teaching staff	Self-Study	☒	☐	
	Number of students admitted per year	Self-Study	☒	☐	36 in FT program at McPherson, 16 in

					PT program at McPherson and 16 in PT program at Fort Riley - approved to admit 100/year
Topic & Regulation	**Supporting Information**	**Location**	**Met**	**Not Met**	**Comments**
Nursing Program Administrator, Faculty & Preceptors 60-2-102 & 60-2-103					
Nursing Program Administrator	Name and credentials	Self-Study	☒	☐	SSR pg 1
	Qualifications	Self-Study	☒	☐	SSR pgs 29 & 245
	Responsibilities	Self-Study	☒	☐	SSR pg 245
Faculty selection and input into program	Faculty organizational by-laws	Self-Study	☒	☐	On-site
	Faculty job description	Self-Study	☒	☐	On-site
	Faculty selection process	Self-Study	☒	☐	On-site
	Faculty orientation plan	Self-Study	☒	☐	On-site
	Faculty handbook	On-site	☒	☐	USB drive and on-site
	General faculty meeting minutes for last 3 years	On-site	☒	☐	Team meeting minutes on-site
Faculty qualifications (Enclose a table that displays the following information):	Name of faculty	Self-Study	☒	☐	SSR
	FTor PT(use FTE)	Self-Study	☒	☐	SSR
	Academic Credentials	Self-Study	☒	☐	SSR
	Institution granting degree	Self-Study	☒	☐	SSR
	Area of clinicalexpertise	Self-Study	☒	☐	SSR
	Area(s) of assignment	Self-Study	☒	☐	SSR
	Licensure	Self-Study	☒	☐	Faculty file review
	Indicate degree plan and progress towards degree if applicable	Self-Study	☐	☐	All faculty have BSN or higher
	List all faculty hire exceptions including course hired to teach	Self-Study	☐	☐	No hire exceptions
	Faculty file review	On-site	☒	☐	Faculty files in Human Resources are very disorganized and difficult to find information
Preceptor qualifications and information (for current semester)	Preceptor criteria & selection	Self-Study	☐	☐	PN program does not utilize preceptors
	Preceptor job description	Self-Study	☐	☐	PN program does not utilize preceptors
	Identified roles of preceptors, faculty, and students	Self-Study	☐	☐	PN program does not utilize preceptors
	Preceptor orientation materials	Self-Study	☐	☐	PN program does not utilize preceptors
	Preceptor signatures showing date orientation completed	Self-Study/On-site	☐	☐	PN program does not utilize preceptors

	Name of preceptor and coursewith Prefix& number (NURS 1011)	Self-Study	☐	☐	PN program does not utilize preceptors
	Preceptor State of license &License number	Self-Study	☐	☐	PN program does not utilize preceptors
	Methods of contact between faculty & preceptor	Self-Study	☐	☐	PN program does not utilize preceptors
Topic & Regulation	**Supporting Information**	**Location**	**Met**	**Not Met**	**Comments**
Students 60-2-102 & 60-2-107					
Student policies: Provide written evidence of the following	Admission of generic, transfer, and articulation students	Self-Study	☒	☐	SSR pg 60, Student Handbook pg 33 and College Catalog pg 7
	Degree plan for each degree being granted	Self-Study	☒	☐	College Catalog
	Oral and written English proficiency	Self-Study	☒	☐	College Catalog & website
	Readmission	Self-Study	☒	☐	Transfer and Advanced Standing
	Progression	Self-Study	☒	☐	Student Handbook pg 14
	Counseling &guidance	Self-Study	☒	☐	Student handbook pg 22
	Student role versus employee role	Self-Study	☒	☐	Student handbook pg 22 and Clinical Contracts
	Representation on faculty governance	Self-Study	☒	☐	SSR pg 23
	Graduation	Self-Study	☒	☐	Student handbook pg 14
	Refund policiesgoverning all fees and tuition paid bystudents	Self-Study	☒	☐	On - site
	Ethical practices including recruitment, admission, andadvertising	Self-Study	☒	☐	SSR pg 76 and on-site
	Information to any student who may be subject to licensure denial under K.S.A. 65-1120. (Must be provided prior to program admission)	Self-Study	☒	☐	Student handbook pg 46 and Website
	Student Handbook	On-site	☒	☐	Reviewed
Student support services	Description of student safety measures	Self-Study	☒	☐	SSR pg 65 - provides active shooter policy in orientation
	Description of student health services (available on-site or students have knowledge of available health services)	Self-Study	☒	☐	SSR and Student Handbook pg 24
Student records	Review student files	On-site	☒	☐	Reviewed electronic student files

Student documentation submitted to meet course objectives	Samples of completed student work for both theory and clinical courses (include observational and preceptor experiences)	On-Site	☒	☐	Reviewed various examples (care plans, discussion posts and sim lab)

Topic & Regulation	Supporting Information	Location	Met	Not Met	Comments
Curriculum 60-2-102, 60-2-104, & 60-2-105					
Curriculum Requirements: Copy of current curriculum with date of last revision. Include:	Required non-nursing courses	Self-Study	☒	☐	Student Handbook pg 10
	Required Nursing courses that includes course description, objectives, content outline and method of evaluation (include list of clinical facilities if applicable)	Self-Study	☒	☐	SSR pg 86 and course syllabi
	Credit hours for each non-nursing course	Self-Study	☒	☐	Student Handbook pg 10
	Credit and clock hours for each nursing course (must equal or exceed 30 credit hours for RN programs and 15 credit hours for PN Programs)	Self-Study	☒	☐	
	Identify clinical hours for combined nursing didactic and clinical courses	Self-Study	☐	☐	No combined nursing didactic and clinical courses
	List all clinical observation hours for each relevant course (cannot exceed 15% of total clinical hours/course) and objectives for clinical observation experiences (reflect observation rather than participation in nursing activities)	Self-Study	☒	☐	One observational experience in curriculum: 24 hours of observation out of 135 total hours = 18%
	List all preceptor hours for each relevant course. (cannot exceed 20% excluding capstone of total clinical hours/nursing program – does not apply to capstone course)	Self-Study	☐	☐	Program does not utilize preceptors
	Testing process with test analysis and the written test procedure	Self-Study	☒	☐	Student handbook pg 27
	Number of students per class	Self-Study	☒	☐	
	Clinical rotation schedules with responsible faculty listed – (evidence of 1:10 clinical faculty/student ratio – includes observational sites)	Self-Study	☒	☐	
Curriculum includes the following:	Content in biological, physical, social, and behavioral sciences that provides a foundation for safe and effective nursing practice	Self-Study	☒	☐	Syllabi
	Art and science of nursing	Self-Study	☒	☐	Syllabi
	Didactic content and clinical experiences to meet the objectives in curriculum table that follows	Self-Study	☒	☐	Syllabi

Topic & Regulation	Supporting Information	Location	Met	Not Met	Comments
Curriculum Table: Identify the nursing and non-nursing courses that contribute to the students' learning for these outcomes: For Practical Nurse Program	Aspects of a safe, effective care environment, including coordination of care, safety, and infection control	Self-Study	☒	☐	SSR pg 100 and syllabi
	Health promotion and maintenance, including growth and development through the life span and prevention and early detection of disease	Self-Study	☒	☐	SSR pg 100 and syllabi
	Psychosocial integrity, including coping, adaptation and psychosocial adaptation	Self-Study	☒	☐	SSR pg 100 and syllabi
	Physiological integrity, including basic care and comfort, pharmacology, parenteral therapies, reduction of risk potential, physiological adaptation	Self-Study	☒	☐	SSR pg 100 and syllabi
Curriculum changes	List current changes not requiring board approval that have occurred since last annual report submitted	Self-Study	☒	☐	
Educational Facilities 60-2-106					
Description of facilities and tour	Classrooms, laboratories and conference rooms adequate in size, number, and type to accomplish student learning.	Self-Study & On-Site	☒	☐	SSR 208 & 209, Tour and video tour of Fort Riley
	Faculty offices are adequate in size, number, and type to provide the facility with privacy in counseling students	Self-Study & On-Site	☒	☐	
	Secure space for student records	Self-Study & On-Site	☒	☐	Stored electronically and password protected
	Technological resources are of sufficient quality and quantity to meet student learning needs and there is support available to student when accessing	Self-Study & On-Site	☒	☐	
	Satellite program facilities		☒	☐	Fort Riley campus
	Other points of interest		☐	☐	No other points of interest
Library resources and tour	Library materials are of sufficient quality and quantity to meet student learning	Self-Study & On-Site	☒	☐	

	needs				
Topic & Regulation	**Supporting Information**	**Location**	**Met**	**Not Met**	**Comments**
Clinical Resources 60-2-105					
Written contractual agreements between the nursing education program and affiliating agencies	View current contracts with affiliating agencies for signatures. Ensure they are current and kept in nursing education program office	On-site	☒	☐	All current for the clinical sites presently utilizing in the program
Clinical learning experiences and site are adequate	The number of affiliation agencies and types of patients are adequate to meeting curriculum objectives	Self-Study & On-site	☒	☐	
	If more than one nursing program uses the same affiliating agency, the nursing program documents availability of appropriate learning experiences for all students	Self-Study & On-Site	☒	☐	
	Each affiliating agency used for clinical instruction shall be staffed independently of student assignments	Self-study & On-Site	☒	☐	Contracts
	Tour selected clinical agencies to determine adequacy of facility to meet expected program and course objectives	On-Site	☒	☐	Salina Regional Health Center
Administrative Policies & Procedures 60-2-102, 60-2-103, &60-2-104					
Program NCLEX pass rates	NCLEX RN or PN Pass rates for the last 5 years (first time candidates)	Self-Study	☒	☐	2012: 85.25%, 2013: 88.46%, 2014: 91.55%, 2015: 85.19% and 2016: 77.27% Was given a copy of prospectus sent to ACEN on 1/30/17. Prospectus includes plan to improve licensure pass rates,
Advisory Committee	Review Advisory Committee minutes	On-site	☒	☐	Reviewed on-site
Financial support for nursing program	Audited nursing program fiscal report for the previous two (2) years including income and expenditures	Self-Study	☒	☐	
	Budget procedures		☒	☐	

Meet with the following members of the educational institution to determine adequate support for nursing program	Administration	On-Site	☒	☐	
	General education and required support course faculty	On-Site	☒	☐	
	Support services	On-Site	☒	☐	
	Students	On-Site	☒	☐	
Meet with the following members of selected affiliating clinical agencies to determine adequacy of facility to meet expected program outcomes	Chief Nursing Officer	On-Site	☒	☐	
	Staff RN's	On-Site	☒	☐	
	Preceptors	On-Site	☐	☐	Program does not utilize preceptors
	Individuals conducting observational experiences	On-Site	☐	☐	Did not meet with individuals conducting observational experiences
Program Evaluation	Program Evaluation Plan developed with faculty along with evidence of data (collected, aggregated, trended and analyzed) and actions taken	Self-study/ On-site	☒	☐	
	Use of program evaluation data for ongoing program improvement	Self-study/ On-site	☒	☐	

Interviews conducted on-site:

Administration:
Carter File, PhD, MBA, President
Cynthia Hoss, EdD, Vice President of Academic Affairs
Bret Bright ME, BA, Vice President of Students
Steve Porter, EDM, BA, Vice President of Workforce Development and Outreach
Julie Blanton, MBA, Vice President of Finance

Rimmer Resource Center:
Brad Fenwick, BA, ML, MLS, Director of Rimmer Support Services
Robert Kelly, MLS, ME, Coordinator of Library Services

Nursing Administration:
Debra Hackler, MSN, BSN, AAS Director of Nursing, Allied Heatlh Co-Chairperson
Sandra Pangburn, MSN, BSN, Coordinator of Practical Nursing

Practical Nursing Faculty - McPherson Center:
Sandy Pangburn, MSN, RN
Judi Burkett, MSN, RN
Debra Pitzer, MSN, RN
Sandy Heisler, BSN, MS, RN
Janice Yoder, MSN, RN
Sarra Reeves, MSN, RN

Susan Johnson, BSN, RN, COHN-S
Kim Folck, MSN, RN
Stephanie Callahan, BSN, RN
Sandy Bergman, MSN, RN (via Zoom from Fort Riley)
Sharon Woolover, BSN, RN (via Zoom from Fort Riley)
Persia Patterson, BSN, RN (via Zoom from Fort Riley)

General Education Faculty:
Michelle Carey, MS, BS, Biology Instructor
Ken Gaeddert, PhD, BS, ASCP, Biological Sciences Instructor
Melissa Stanton, MFA, MS, BSE, English Instructor
Charlene Widener, PhD, MA, BS, Fine Arts and Humanities, Department Chairperson, HLC Cordinator

Student Support Services - Shears Technology Center
Laura Bretz, MS, BS, Academic Advisor for McPherson Center
Nathan Buche, ME, BA, Director of Financial Aid & Scholarship
Ann Marie Burk, BS, Coordinator of Outreach Services
DJ Chastain, MS, LBSW, Certified MBTI Practitioner, Allied Health Academic Advisor
Rex Cheever, AAS, Research Coordinator
Ryan Diehl, MA, BA, GDip, Curriculum/Program Improvement Coordinator
Debbie Gieselman, MSED, BA, Counselor McPherson and Fort Riley
Walter Horbotowiez, BS, Fort Riley Outreach Coordinator
Adam Jefferson, AA, Assistant Director IT - Infrastructure
Brooks Mantooth, MS, BS, Director of Human Resources
Dave Mullins, MMSE, BS, Director of Business and Industry
Don Rose, MS, Director of Facilities
Stony Wilson, Custodial Services Coordinator
Denny Stoecklein, BBA, Director of Marketing and Public Relations
Corbin Strobel, MLST, BS, Director of Admissions
Tamara Sullivan, MS, ME, Integration Specialist
Kristie Torgerson, MSED, Executive Director of Outreach
Christopher Lau, MSFT, BA, AS, Coordiantor of Advising, Counseling

Clinical Site: Salina Regional Medical Center

Interprofessional Collaborative EDucation (IPE) Committee:
Cristal Greene, AA, BA, Coordinator of Pharmacy Technology
Jerry Houchin, BS, Clinical Coordinator Respiratory Therapy
Carol List, BSN, Certified Health Care Simulation Specialist, Lab Coordiantor
Brent Marker, AA, Director of Surgical Technology
Teresa Pauls, BS, Director of Respiratory Therapy
Todd Sazama, LRT(R), BS, MHCL, Clinical Coordiantor of Radiology
Aubrey WAtson, BM, MA, MS, Clinical Coordinator of Physical Therapist Assistant

Classroom Observation:
PN 120 KSPN Mental Health Nursing
Sandy Heisler, RN, BSN, Instructor
15 students

Meeting with PN students:
45 Students

Strengths identified:
1. Strong administration support for the program
2. Students are complimentary of all the assistance they receive
3. Program is very student focused
4. Fort Riley satellite program is a strength and a response to a community need
5. PN Program Coordinator, Sandy Pangburn's leadership for the PN program
6. Good variety of clinical opportunities for the program
7. Student Council
8. Students provide community service
9. Student success program (plan)
10. Faculty are very committed to the students
11. Student services are taken to Fort Riley frequently
12. Program coordinator and faculty have developed and instituted an action plan in response to the decreasing first time program NCLEX pass rates

Opportunities for improvement:
1. Increase staff knowledge and participation in Systematic evaluation plan
2. NCLEX first time pass rates are trending downward

Recommendations:
1. Recommend re-approval of the PN program for a time period consistent with national accreditation