## Policy Deployment

<table>
<thead>
<tr>
<th>Policy Name:</th>
<th>Professional Integrity</th>
<th>Institution:</th>
<th>Duke University Health System (DUHS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supersedes:</td>
<td></td>
<td>Division:</td>
<td>Duke Regional Hospital (DRH)</td>
</tr>
<tr>
<td>Policy Level:</td>
<td>WSON Student</td>
<td>Department:</td>
<td>Watts School of Nursing (WSON)</td>
</tr>
<tr>
<td>Owner(s):</td>
<td>Dr. Peggy Walters</td>
<td>Contributing Departments:</td>
<td></td>
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<tr>
<td>Approved by:</td>
<td>Faculty Organization of the WSON</td>
<td>Manual Name:</td>
<td>Student Handbook</td>
</tr>
<tr>
<td>Original Effective Date:</td>
<td>01/2017</td>
<td>Revision Date:</td>
<td></td>
</tr>
<tr>
<td>Scheduled Review Date:</td>
<td>07/2020</td>
<td>Scheduled Review Interval:</td>
<td>36 months</td>
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## STANDARDS
American Nurses Association Code of Ethics for Nurses
National Student Nurses' Association Code of Academic and Clinical Conduct

## DEFINITIONS
**Professional Integrity** - Displays and promotes conduct and behaviors consistent with agency and governmental standards.

**Duke Regional Hospital core value** is caring for our patients, their loved ones and each other. The agency also values:
- **Diversity**: We embrace differences among people.
- **Excellence**: We strive to achieve excellence in all that we do.
- **Integrity**: Our decisions, actions, and behaviors are based on honesty, trust, fairness and the highest ethical standards.
- **Safety**: We hold each other accountable to constantly improve a culture that ensures the safety and welfare of all patients, visitors and staff.
- **Teamwork**: We have to depend on each other and work well together with mutual respect to achieve common goals.
ANA Code of Ethics for Nurses: Provision 1

The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.


National Student Nurses’ Association Code of Academic and Clinical Conduct and Interpretative Statement 6: Actively promote the highest level of moral and ethical principles and accept responsibility for our actions.

POLICY

The WSON selects students with qualities/behaviors that reflect the nursing profession. Students are expected to meet standards of professional conduct which include, but are not limited to, modeling professional integrity and adhering to the core values of Duke Regional Hospital, the Duke Nursing Professional Practice Model, ANA-Code of Ethics for Nurses and the National Students Nurses’ Association Code of Academic and Clinical Conduct.

Violations of adhering to the standards of professional integrity may result in disciplinary action. If at any time a student’s conduct is determined to be of an egregious nature, the Director of Nursing Education has the immediate authority to suspend or dismiss the student.

PROCEDURE (see disciplinary action policy)

- A Disciplinary Action Form is completed by the course coordinator.
- The form is submitted to the Director of Nursing Education (DONE).
- The Director of Nursing Education reviews the Disciplinary Action Form and determines whether further steps are deemed necessary.
- If disciplinary action is deemed necessary, the Director of Nursing Education will call a meeting with the Committee on Academic Standing and Professionalism (COASP). The student will be asked to attend this meeting.
- COASP and the DONE will determine the specific action to be taken. These could include:
  - Probation
WSON POLICY

- Suspension
- Administrative program withdrawal and eligible for readmission
- Dismissal.

- In the case of probation or suspension COASP and the DONE will determine the cause, length, and conditions.

- The DONE notifies the student of the decision and of his/her right to appeal.

The Director of Nursing Education has the authority to dismiss a student.

Appeal Procedure:

- A student desiring to appeal a decision relating to disciplinary action must submit an electronic letter with a statement of reasons for appealing to the Director of Nursing Education (DONE). This statement must be filed within three (3) business days following notification of decision. The DONE will contact the student to discuss, in person, the appeal procedure and reason for appeal.
- The student will remain in current active status until the appeal procedure is completed.
- The Director of Nursing Education will present the student’s request to appeal to the Faculty Organization for review and decision within ten (10) business days.
- The student will be asked to appear before the Faculty Organization.
- The DONE will notify the student of the Faculty Organization decision within three (3) business days.
- The Faculty Organization decision is final.
Disciplinary Action Form

Student ___________________________ Date __________________

Course ___________________________

Describe Occurrence(s) *(if policy violated please indicate specific policy)*

Faculty__________________________

Course Coordinator ___________________________

For DONE/COASP Use Only

_____ No further action required

_____ COASP/DONE Meeting called: Date Scheduled: ______________________
    _____ Student met with COASP
    Comments: _____________________________________________________________

Disciplinary Action taken:

_____ Probation

_____ Suspension

_____ Administrative program withdrawal/eligible for readmission

_____ Dismissal

Conditions:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Student Notification of Decision: Date: __________ Signature: __________________

Student Appeal:

_____ None requested Date DONE received appeal request: ________________
WSON POLICY

Faculty of Organization:
   Date: _____________________
   Decision: ____________________

Student Notification of Decision:
   Date: ________________  Signature: ____________________________
Probation Contract

Watts School of Nursing
2828 Croasdaile Drive, Durham, NC 27705

Name: ____________________________________________ Unique ID#: __________________________

Local Address: __________________________________________________________________________

duke.edu Email Address: __________________________ Phone #: __________________________

☐ Academic ☐ Professionalism

___ You are being placed on probation for violation of ____________________________________________

___ You must meet with your advisor at least one time monthly to update your status and review future success plan.

___ You must meet with the Committee on Academic Standing and Professionalism (COASP) at the beginning of the semester, at midterm if satisfactory progress is not being made or as deemed necessary by your course coordinator, instructors or COASP.

___ You must _____________________________________________________________________________

___ You understand the Satisfactory Academic Progress Policy was waived to allow __________________________

___ You understand the progression policy was waived to allow _____________________________________

___ If all conditions of your probation contract are met, the expiration date for your probation will be ______________

By signing this contract you agree that if you do not meet these requirements you will be notified to meet with COASP and may be suspended or dismissed from Watts School of Nursing.

Student Signature: __________________________

COASP Representative Signature: _____________________________________________________________

Date: __________________________