

Indiana State University
School of Nursing
Undergraduate RN to BSN Track

NURC 470 Nursing Leadership Portfolio Requirements

Validation of NURC 470

Submit a brief narrative summary describing how the student has successfully achieved the course objectives reflected in the syllabus

The following methods of documentation may be included in the professional portfolio to support the narrative description

SECTION I

Documentation of academic preparation in leadership and management courses.

1. Transcripts of previously earned credit related to course objectives.
2. Course syllabus of related course(s).

SECTION II

Documentation of learning in leadership and management topics.

1. List of continuing education or staff development presentations or programs attended.
2. Copies of continuing education unites earned or certificates of attendance.

SECTION III

Documentation of employment in nursing management positions.

1. Letters from previous or current supervisors.
2. Relevant position description.

SECTION IV

Documentation of clinical practice related specifically to nursing management/leadership positions.

1. Letters from supervisors or colleagues.
2. Copies of related projects

SECTION V

Documentation of nursing administration certification.

1. Copy of card, certificate, and/or published certification requirements.
2. Examination blueprint if available.

SECTION VI

Demonstration of application of theory to practice.

1. Eight to sixteen page manuscript that applies concepts/theories of nursing/health care management that has occurred in work settings. The paper must focus on the theoretical basis for implementing an evidence based practice project. (Guidelines are available.)

SECTION VII

Take the Kaplan Leadership Examination the semester before scheduled to take NURC 470. Must achieve acceptable score – only two testings will be permitted.

To earn total credit for NURC 470, the student must demonstrate validation of education and experience and verify attainment of course objectives.

Granting of partial credit will be determined by the faculty member of record for the course being validated and will be discussed with the student in an individual conference.

Revised October 27, 2010