

RN to BS in Nursing Completion Portfolio Policy and Procedure

The NUR 4604 professional portfolio consists of a collection of materials used to evaluate achievement of student and program outcomes. The portfolio is an important part of both student and program assessment. Every student is required to complete the professional portfolio on or before the due date specified in NUR 4604. The portfolio will be a component of the course grade for NUR 4604. Students are responsible for retaining electronic copies of the following documents. Select samples of clinical logs are submitted by the students. The nursing program staff and faculty do not retain copies of your work.

The completion portfolio will consist of the following items:

- 1. NUR 3103**
 - a. Statement of professional goals and statement of individual objectives for educational experience in RN to BS program
 - b. Philosophy paper and evaluation
 - c. Evaluation of presentation
- 2. NUR 3303**
 - a. Health history write up and evaluation
 - b. Physical examination write up and evaluation
 - c. Final clinical evaluation*
- 3. NUR 3604**
 - a. Image and evaluation of poster
- 4. NUR 3703**
 - a. Research critique paper and evaluation
- 5. NUR 4106**
 - a. Leadership paper and evaluation
 - b. Clinical practice log*
 - c. Final clinical evaluation*
- 6. NUR 4203**
 - a. Political Action Paper and evaluation
 - b. Evaluation of presentation
- 7. NUR 4506**
 - a. Community assessment paper and evaluation
 - b. Clinical practice log*
 - c. Final clinical evaluation*
- 8. NUR 4604**
 - a. Evidence-based practice capstone project and evaluation
 - b. Evidence-based practice capstone project presentation evaluation
 - c. Professional development plan
 - d. Evaluation of seminar leadership experience.
 - e. Grade summary/transcript/DARS
 - f. Resume, cover letter, and references

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- g. Student evaluation of portfolio: Achievement of student outcomes
- h. Student evaluation of success in meeting individual objectives for educational experience in RN to BS in Nursing Program
- i. Student changes and to evaluation of progress in meeting professional goals
- j. Reflective components from selected courses.

***Students have the primary responsibility to maintain their own copies of the clinical logs. These clinical logs are submitted electronically by the student to the appropriate class/instructor. Select electronic samples from clinical courses are submitted by the student to the portfolio.**

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