

**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2200—State Board of Nursing
Chapter 3—Minimum Standards for Approved
Programs of Practical Nursing**

PROPOSED AMENDMENT

20 CSR 2200-3.010 Approval. The board is amending section (4).

PURPOSE: This amendment shortens/simplifies the approval process for establishment of new nursing programs.

(4) Initial Approval Status.

(A) Process for Obtaining Initial Approval—

1. An accredited institution of education desiring to establish a program of practical nursing shall submit a *[petition to the board at least three (3) months prior to the submission of a]* proposal.

2. Prior to submission of *[a petition]* **the proposal**, nursing programs operating under the institution's sponsorship shall meet requirements for full program approval. *[The petition shall include: the name and location of the sponsoring institution and its accreditation status; the mission statement of the sponsoring institution and the mission statement of the proposed program; the proposed location (and satellites) in relation to the administrative offices of the sponsoring institution; statement of need and feasibility; type and length of the nursing program proposed; and tentative budget plans including evidence of financial resources adequate for planning, implementing, and continuing the nursing program.*

A. The statement of need and feasibility shall include:

(I) Documentation of the need for the nursing program including community and economic development need, rationale for why the program should be established, and documentation of employers' need for graduates of the proposed program;

(II) Number of professional nursing and practical nursing programs in the area and potential impact on those nursing programs;

(III) Number and source of anticipated student population;

(IV) Letters of support for the proposed nursing program;

(V) Letter(s) from potential clinical sites, including a description of potential clinical sites, average daily patient census, and the ability to provide clinical placement to potential student(s) in addition to those of existing nursing programs to meet program objectives and outcomes; and

(VI) Source of potential qualified faculty and anticipated ratio of faculty to student enrollment.

B. Upon board review of the petition, the board has the authority to

approve or deny the petition. The petition shall be accepted by the board prior to submission of a proposal. Revised petitions may be submitted to the board. Each petition shall remain active for no more than one (1) calendar year from the date of review by the board.

C. The board will electronically notify nursing programs of the accepted petition;]

[2.]3. Each sponsoring institution shall have only one (1) program proposal under consideration for initial approval at any one (1) time~~;~~.

[3.]4. [A] The program proposal shall be written and presented to the board by the program administrator of the proposed program. The proposal shall comply with the Minimum Standards for Program of Practical Nursing as prescribed in 20 CSR 2200-3.050 through 20 CSR 2200-3.130 and bear the signature of the administrator who meets the criteria in 20 CSR 2200-3.060(1)(B) and has been active in the position on a full-time basis for at least nine (9) months *[and preferably one (1) year]* prior to the entry of the first class.

5. The *[number of copies of the proposal, as specified by the board,]* **required application fee of three thousand dollars (\$3,000)** shall be submitted with the *[required application fee. Submission of the application fee will initiate review of the]* proposal.

6. The proposal shall *[be prepared following the reporting format and]* include[s] each component as indicated in paragraph (4)(A)*[4.]8.* of this rule. The proposal shall remain active for no more than one (1) calendar year from the date of review by the board. *[No more than two (2) proposal revisions shall be accepted.]* Members designated by the board will review the proposal and make recommendations prior to presentation of the proposal to the board.

7. Board approval of the proposal *[with or without contingencies]* shall be obtained no later than six (6) months prior to the anticipated opening date;

[4.]8. [A] The proposal *[submitted]* shall contain the following information:

A. Sponsoring institution.

(I) Name and location of the sponsoring institution;

(II) Evidence of accreditation by an agency recognized by the United States Department of Education;

(III) Evidence of authorization to conduct the program of professional nursing by the governing body of the sponsoring institution;

(IV) Proposed program location (and satellites) in relation to the administrative offices of the sponsoring institution;

(V) Current organizational chart(s) illustrating the relationship of the program to the sponsoring institution and the faculty structure within the proposed program;

(VI) Mission statement of the sponsoring institution and philosophy and/or mission statements of the proposed program;

(VII) Type and length of the nursing program proposed; and

(VIII) Evidence of financial stability and resources of the sponsoring institution and the program of nursing to include a sustainability plan for the purchase, replacement, and maintenance of skills lab

supplies, furnishings, and equipment to meet program outcomes;

[A.]B. Curriculum.

- (I) Philosophy and/or mission.
- (II) Graduate competencies.
- (III) Curriculum sequence.
- (IV) Course descriptions and objectives with number of credit hours or clock hours for all courses. Credit or clock hour allocations specific to theory, lab, and clinical portions shall be included. If utilized, credit hours allocated to theory, lab, and clinical instruction shall be included.
- (V) Systematic evaluation plan.
- (VI) Evidence of eligibility for articulation of credits related to completion of a program of professional nursing;

[B.]C. Students.

- (I) Maximum number of students per class.
- (II) Number of classes admitted per year.
- (III) Number of students anticipated in initial class.
- (IV) Plan for increase to maximum enrollment, if applicable.
- (V) Admission criteria.
- (VI) Plans for progression and retention of students.
- (VII) Appeal policies and procedures.
- (VIII) Availability and accessibility of student services;

[C.]D. Faculty.

- (I) Plan for hiring full-time and part-time theory and clinical faculty. This plan shall include full-time equivalents, student to faculty ratios, and full-time to part-time faculty ratios to meet initial and increasing enrollment.
- (II) Position descriptions; **and**

[D.]E. Support services personnel.

- (I) Number of full-time and part-time ancillary support services personnel.
- (II) Position descriptions;

[E.] *Sponsoring institution.*

- (I) Evidence of authorization to conduct the program of practical nursing by the governing body of the sponsoring institution.*
- (II) Evidence of accreditation by an agency recognized by the United States Department of Education.*
- (III) Current organizational chart(s) illustrating the relationship of the program to the sponsoring institution and the faculty structure within the proposed program.*
- (IV) Evidence of financial stability and resources of the sponsoring institution and the program of nursing to include a sustainability plan for the purchase, replacement, and maintenance of skills lab supplies, furnishings, and equipment to meet program outcomes; and]*

F. Facilities.

- (I) Description of educational facilities to be used by the practical nursing program such as classrooms, library, offices, clinical skills, and

simulation laboratories, and other facilities.

(II) Description of planned or available learning resources to include such items as equipment, supplies, library services, computers, simulation technology, and online educational resources to be utilized for instructional purposes.

(III) Letter(s) **of intent** from potential clinical sites[; *including a description of potential clinical sites, average daily patient census and the ability to provide clinical placement to potential students in addition to those of existing nursing programs to meet objectives and outcomes.*] **stating ability to provide appropriate educational experiences to meet objectives and outcomes of the proposed program. A description of each potential clinical site, average daily patient census, and the ability to provide clinical placements to potential students in addition to those of existing nursing programs shall be included.**

[(IV) A letter of intent from each proposed cooperating agency stating its ability to provide the appropriate educational experiences to meet program objectives and outcomes;]

9. The board will electronically notify existing nursing programs approved by this board that a proposal for establishment of a new nursing program is under review.

*[5.]***10.** Site survey. Representatives from the board will make an on-site survey to verify implementation of the proposal and compliance with 20 CSR 2200-3.050 through 20 CSR 2200-3.130; and

*[6.]***11.** The board's decision to grant initial approval is contingent upon evidence from the site survey that the program is being implemented in compliance with 20 CSR 2200-3.050 through 20 CSR 2200-3.130.

(B) Initial program approval contingent on the site survey shall remain active for no more than one (1) calendar year prior to program start.

*[(B)]***(C)** Throughout the period of initial approval, the program shall submit an annual report, an annual registration, and the annual registration fee as set by the board.

*[(C)]***(D)** Upon graduation of the program's first class and receipt of results of the first official National Council Licensure Examination for Practical Nurses (NCLEX-PN® examination) program pass rate, as reported after completion of the fourth quarter of the respective calendar year, the board will review the following:

1. The program's compliance with minimum standards during initial approval including the program's adherence to the approved proposal and changes authorized by the board;
2. Report of an on-site survey;
3. Report of the National Council Licensure Examination for Practical Nurses (NCLEX-PN®) results (as per 20 CSR 2200-3.180(1));
4. Identification and analysis of class graduation rate; and
5. Submission of program's ongoing systematic evaluation plan with available data.

*[(D)]***(E)** After its review, the board shall decide to continue initial approval for a *[period of not more than one (1) calendar year]* **specific period of time**

determined by the board, withdraw approval, or grant full approval.

~~[(E)]~~~~(F)~~ On-Site Surveys. At least two (2) representatives of the board will make on-site surveys. On-site surveys will be made on a regular basis throughout the initial approval period. A program may request additional visits. Programs retained on initial approval status will have on-site surveys on an annual basis and as directed by the board.

~~[(F)]~~~~(G)~~ A program's approval may be withdrawn pursuant to section 335.071.3, RSMo, for noncompliance with minimum standards. A program which fails to correct identified deficiencies to the satisfaction of the board will, after notice and hearing, be removed from the board's listing of approved programs.

AUTHORITY: section[s] 335.036, RSMo Supp. 2021 and section 335.071, RSMo 2016. This rule originally filed as 4 CSR 200-3.010. Original rule filed Jan. 29, 1974, effective Feb. 8, 1974. For intervening history, please consult the **Code of State Regulations**. Amended: filed Feb. 14, 2022.*

PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

PRIVATE COST: This proposed amendment will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed amendment with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075, or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the **Missouri Register**. No public hearing is scheduled.*