

**Title 20—DEPARTMENT OF INSURANCE, FINANCIAL INSTITUTIONS AND  
PROFESSIONAL REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 8—Minimum Standards for Approved Veteran’s Bridge  
Programs of Practical Nursing**

**PROPOSED RULE**

**20 CSR 2200-8.010 Approval**

*PURPOSE: This rule defines the approval status and process for Veteran’s Bridge Programs of Practical Nursing.*

- (1) Veteran’s Bridge Programs of Practical Nursing shall obtain approval from the board. An established program of practical nursing on full approval by the board may propose the Veteran’s Bridge Program of Practical Nursing as a program expansion, pilot program or LPN refresher course.
- (2) Purposes of Approval—
  - (A) To promote the safe practice of practical nursing by setting minimum standards for programs preparing entry-level practical nurses;
  - (B) To assure that educational requirements for admission to the licensure examination have been met and to facilitate endorsement in other states, territories, countries, or any combination of these;
  - (C) To provide a facilitated pathway for qualifying military service members to gain academic credentialing necessary to apply for Missouri licensure as an intravenous therapy (IV) certified practical nurse;
  - (D) To provide a course of study that can be utilized as an LPN refresher course;
  - (E) To encourage continuing program improvement through assessment, evaluation, and consultation; and
  - (F) To assist Veteran’s Bridge Programs of Practical Nursing in developing and maintaining academic standards (theory and clinical) that are congruent with current educational and nursing practice standards.
- (3) Classification of Approval.
  - (A) Initial approval is the status granted a nursing program until full approval is granted or approval is withdrawn.
  - (B) Full approval is the status granted a nursing program after the program has graduated one (1) class and has met and continues to meet regulations or requirements.
  - (C) Conditional approval is the status of a program that has failed to meet or maintain the regulations or requirements set by the board.

(4) Initial Approval Status.

(A) Process for Obtaining Initial Approval—

1. An accredited institution of education desiring to establish a Veteran's Bridge Program of Practical Nursing shall submit a proposal to the board. Prior to submission of a proposal nursing programs operating under the institution's sponsorship shall meet requirements for full program approval.
2. A program proposal shall be written and presented to the board by the administrator of the proposed Veteran's Bridge Program of Practical Nursing. The proposal shall reflect compliance with the Minimum Standards for Veteran's Bridge Programs of Practical Nursing as prescribed in 20 CSR 2200-8.050 through 20 CSR 2200-8.130. The proposal shall bear the signature of the administrator who shall meet the criteria in 20 CSR 2200-8.060(1)(B) and shall be 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. The number of copies of the proposal shall be submitted as specified by the board. Application fees for establishment of Veteran's Bridge Programs of Practical Nursing shall be waived. The proposal shall remain active for no more than one (1) calendar year from the date of receipt at the board office. No more than two (2) proposal revisions shall be accepted. Members designated by the board shall review the proposal and make recommendations to the board. Board approval of the proposal with or without contingencies shall be obtained no later than three (3) months prior to the anticipated opening date.
3. An established program of practical nursing on full approval by the board may propose the Veteran's Bridge Program of Practical Nursing as a program expansion, pilot program, or LPN refresher course. The program expansion, pilot program, or LPN refresher course may be implemented upon approval by the board. The board's approval may be granted contingent on a site visit. If required by the board, the site visit shall be completed prior to program start.
4. Each sponsoring institution shall have only one (1) program proposal under consideration for initial approval at any one time;
5. The proposal shall include:
  - A. Name and location of the sponsoring institution and its accreditation status;
  - B. Evidence of institutional accreditation by an agency recognized by the United States Department of Education;
  - C. Evidence of authorization to conduct the Veteran's Bridge Program of Practical Nursing by the governing body of the sponsoring institution;
  - D. Statement of need and feasibility, which shall include:
    - (I) Documentation of the need for the nursing program including community and economic development need, rationale for why the proposed 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
- E. Mission statement of the sponsoring institution and the mission statement of the proposed program;
  - F. Current organizational chart(s) illustrating the relationship of the program to the sponsoring institution and the faculty structure within the proposed program;
  - G. Proposed location (and satellites) in relation to the administrative office of the sponsoring institution;
  - H. Evidence of financial stability and resources of the sponsoring institution and the proposed program, to include a sustainability plan for the purchase, replacement, and maintenance of skills lab supplies, furnishings, and equipment to meet program outcomes;
  - I. Curriculum plan and sequence and graduate competencies; recommended plan of study as outlined in 20 CSR 2200-8.100;
  - J. Course descriptions and objectives;
  - K. Policies for evaluation and awarding of credit for military courses that shall be accepted as a significant portion of the practical nurse program;
  - L. Availability and accessibility of student services, to include evidence of support staff with expertise in evaluation of military transcripts;
  - M. Number of credit or clock hours for all courses required for completion of the Veteran's Bridge Program of Practical Nursing. Credit or clock hour allocations specific to theory, lab, and clinical portions shall be included. The plan of study shall require no more than seventeen (17) credit hours equivalent to four hundred (400) clock hours of instruction, to include no more than twelve (12) credit hours ( one hundred eighty (180) clock hours) of theory and five (5) credit hours (two hundred twenty (220) clock hours) of lab/clinical/simulation instruction. Credit or clock hour requirements may be adjusted according to the individual program and local population needs. Proposed adjustments in credit or clock hours should be clearly indicated in the proposal. Detailed justification for variation in credit or clock hour allocations shall be included;
  - N. Proposed final transcript for the nursing program; total number of clock or credit hours shall not exceed the number of clock or credit hours required for a similar (generic) program of practical nursing;
  - O. Maximum number of students per class;
  - P. Number of classes admitted per year;
  - Q. Number of students anticipated in initial class;
  - R. Plan for increase to maximum enrollment, if applicable;

- S. Admission and readmission criteria; any person who completed military health care training to include but not limited to Basic Medical Technician Corpsman (Navy and Air Force), Air Force Independent Duty Medical Technician or Army Health Care Specialist may be eligible to enroll in this Veteran's Bridge Course. The course may also be offered to as a LPN refresher course.
- T. Plans for progression and retention of students;
- U. Appeal policies and procedures;
- V. Systematic evaluation plan;
- W. Evidence of eligibility for articulation of credits related to completion of a program of professional nursing;
- X. Plan for hiring full-time and part-time theory and clinical faculty. This shall include full-time equivalents, student to faculty ratios, and full-time to part-time faculty ratios to meet initial and increasing enrollment;
- Y. Position descriptions for the program administrator, nursing faculty, and support staff;
- Z. Facilities.
  - (I) Description of educational facilities to be used by the proposed 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 on-line educational resources to be utilized for instructional purposes; and
- 6. The board will electronically notify nursing programs of receipt of the proposal;
- 7. Site survey. Representatives from the board shall make an on-site survey to verify implementation of the proposal and compliance with 20 CSR 2200-8.050 through 20 CSR 2200-8.130; and
- 8. 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 2200-8.050 through 20 CSR 2200-8.130. Initial program approval contingent on the site survey shall remain active for no more than one (1) calendar year prior to program start.
- (B) Throughout the period of initial approval, the program shall submit an annual report and annual registration. Annual registration fees shall be waived.
- (C) 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<sup>®</sup> examination) program pass rate, as reported after completion of the 4<sup>th</sup> quarter of the respective calendar year, the board shall 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

- results (as per 20 CSR 2200-8.180(1));
  - 4. Identification and analysis of class graduation rate; and
  - 5. Submission of program's ongoing systematic evaluation plan with available data.
- (D) After its review, the board shall decide to continue initial approval for a period of not more than one (1) calendar year, withdraw approval, or grant full approval.
- (E) On-Site Surveys. At least two (2) representatives of the board shall make on-site surveys. On-site surveys shall be conducted on a regular basis throughout the initial approval period. A program may request additional visits. Programs retained on initial approval status shall have on-site surveys on an annual basis and as directed by the board.
- (F) 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 shall, after notice and hearing, be removed from the board's listing of approved programs.
- (5) Full Approval Status.
- (A) Annual Report. Each program and each campus of each program shall complete and submit the board's annual report by the established deadline. Following review by the board, each program shall be notified of the board's action(s).
- (B) A program's approval status shall be subject to review by the board if the required annual report and annual registration is not received within thirty (30) days from the established deadline.
- (C) On-Site Surveys. On-site surveys shall be made on a scheduled basis, at the direction of the board, or upon request of the nursing program. Each program shall be surveyed typically at five- (5-) year intervals. If the program is accredited by a national nursing accreditation agency, the program may request that the on-site survey be scheduled in coordination with a national nursing accreditation agency visit. Representatives of the board shall form a survey team to conduct each on-site survey. Each survey team shall consist of two (2) or more persons qualified to conduct on-site surveys. The program shall solicit public comments in preparation for each routine on-site survey. Evidence of solicitation of public comments shall be available for review during the on-site survey.
- (D) Additional Visits/Surveys. At least two (2) representatives of the board shall make additional visits/surveys as deemed necessary by the board. A program may request additional visits.
- (6) Conditional Approval Status.
- (A) Should circumstances warrant, the board will notify the program administrator of concerns regarding the program and the administrator will be requested to respond to those concerns.
- (B) A program may be placed on conditional approval status if it has failed to meet or maintain the rules/regulations or requirements, or both, set by the board. The program will remain on conditional approval status until such time as the deficiencies are corrected to the satisfaction of the board.

- (C) On-Site Surveys. At least two (2) representatives of the board shall make on-site surveys. On-site surveys shall be conducted on a regular basis throughout the conditional approval period as directed by the board. A program may request additional visits.
  - (D) 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 shall, after notice and hearing, be removed from the board's listing of approved programs.
- (7) Moratorium on Student Admissions.
- (A) Should circumstances be such that instructional quality and integrity for the program is jeopardized as determined by the board, the board may impose a moratorium on student admissions. A moratorium on student admissions may be imposed by the board during initial, full, and conditional approval status of the program. The moratorium shall be lifted by the board upon proof submitted to the board that the program has cured any deficiencies in the instructional quality and integrity of the program.
- (8) Annual Registration Requirements.
- (A) An application for annual registration shall be sent to each approved program and each campus of each program from the board. Failure to receive the application will not relieve the program of its obligation to register.
  - (B) A separate annual registration form as established by 20 CSR 2200-4.010 shall be submitted to the board for each approved program and each campus of each program prior to June 1 of each year. Satellite locations do not qualify as a campus of an approved program.
  - (C) A program's approval status shall be subject to review by the board if the required registration is not received within thirty (30) days following the June 1 deadline.

*AUTHORITY: sections 324.007 and 335.036, RSMo 2016, Original Rule Filed: April 14, 2017.*

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

*PRIVATE COST: This proposed rule 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 rule 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.*