



Title of Policy/Procedure: DUN Comprehensive Assessment and Preparation Program	Approval Responsibility (Title & Name): UG Chair, Jeanean Boyd DNP, MSN, RN
Approved by (Title & Name): UG Chair, Jeanean Boyd	Last Date of Approval: December 2019
Communication Requirement and Date: Posted in BSN Handbook and all syllabi. UEPC reviewed and approved	Date for Next Review: December 2022
Official SharePoint Location Name and Path: UG SharePoint, Policies and Procedures	Comments: Any change initiated in the Testing Subcommittee and must be approved through UEPC

The Comprehensive Assessment and Preparation Program is an evidence-based approach to NCLEX preparation. This procedure details a required comprehensive and consistent implementation plan for courses in the Undergraduate Pre-Licensure Nursing Program. The CAPP consists of Course Content Mastery Assessments (in courses listed below), Comprehensive Capstone Assessment, and individualized Focused Review based on assessment results. CAPP will be integrated into the following courses:

- **N3632: CLINICAL NURSING FOUNDATIONS**
- **N3381: PSYCHIATRIC MENTAL HEALTH NURSING OF INDIVIDUALS, FAMILIES, AND GROUPS**
- **N4331: NURSING OF CHILDREN AND ADOLESCENTS**
- **N4341: NURSING OF THE CHILDBEARING FAMILY**
- **N3661: NURSING OF ADULTS**
- **N4581: NURSING OF ADULTS WITH COMPLEX NEEDS**
- **N4462: COMMUNITY HEALTH NURSING**
- **N4351: NURSING LEADERSHIP AND MANAGEMENT**
- **N4350: CAPSTONE (Comprehensive Assessment)**

After each proctored assessment, students are categorized into one of four proficiency levels:

LEVEL <1: Scores in the <1 category do not meet minimum expectations for performance in this content area.

LEVEL 1: Scores meeting the Proficiency Level 1 standard can be considered to meet the absolute minimum expectations for performance in this content area.

LEVEL 2: Scores meeting the Proficiency Level 2 standard can be considered to exceed minimum expectations for performance in this content area.

LEVEL 3: Scores meeting the Proficiency Level 3 standard can be considered to exceed most expectations for performance in this content area.

CAPP Course Content Mastery Assessment

In each course, the Content Mastery Assessment will count for a total of 10% of the students' course grade and will not be calculated in the weighted exam average. The following grading criteria will be used:

Phase 1: Practice Assessment and Critical Points

40 points – 4% of course grade
1. Complete Practice Assessment
2. ALL STUDENTS must complete a Focused Review and submit a hand-written legible and accessible Critical Points Worksheet for 5 Major Content Areas based on all Topics to Review (for a total of 15 critical points).
Note: Students who do not submit all Phase 1 materials by the due date will receive a zero for Phase 1.

Phase 2: Proctored Assessment

Maximum 60 points- 6% of course grade (score based on Proficiency Level achieved)			
1. Complete Proctored Assessment			
Proctored Assessment Proficiency Levels			
Level 3: 60 points	Level 2: 50 points	Level 1: 30 points	< Level 1: 20 points
2. Optional: Complete Focused Review and Active Learning Templates		2. Required: Focused Review and all Active Learning Templates listed in the Focused Review Students scoring <1 Proficiency Level will receive an "incomplete" in the course to complete Focused Review and submit all assigned Active Learning Templates. All Active Learning Templates will be handwritten. No partial credit will be awarded for incomplete or illegible submissions. NOTE: Students scoring <1 will receive an incomplete for the course. A learning contract from course faculty will include a due date for completion of Focused Review and all Active Learning Templates during the Incomplete period. Students who satisfactorily complete Focused Review and all Active Learning Templates by the assigned deadline in the incomplete period will receive full credit for Phase 2 based on the score received for the Proficiency Level achieved (i.e. < Level 1: 20 points or 33.33%) and progress in the program. Students scoring <1 who do not satisfactorily complete Focused Review and Active Learning Templates by the assigned deadline will receive a failing grade in the course, regardless of course grade and will not progress to their next clinical course.	

CAPP Comprehensive Assessment

The Comprehensive Assessment will be administered in the Capstone course as a pass/fail activity. Students must pass Phase 1 and Phase 2 to successfully complete the Capstone Course.

Phase 1: Practice Assessment

1. Complete Practice Assessment
2. Focused Review: A. Complete Focused Review B. Submit a handwritten legible and accessible Critical Points Worksheet for each Topic to Review
NOTE: All students will complete Practice Assessment, Focused Review and Critical Points Worksheets prior to their Standardized Proctored Assessment. Students who do not complete Practice Assessment, Focused Review and Critical Points Worksheets by the due date will not be eligible to take the Standardized Proctored Assessment and will fail the Capstone course.

Phase 2: Standardized Proctored Assessment

1. Complete Standardized Proctored Assessment	
90% or above passing predictability	<90% passing predictability
2. Optional: Complete Focused Review and Active Learning Templates	2. Required: Focused Review and hand-written accessible and legible Active Learning Templates for each Topic to Review listed in the Focused Review. Students will be required to meet with faculty for action planning related to licensure success.
	3. Required Standardized Proctored Assessment #2 after Focused Review and Active Learning Templates submission
NOTE: Students must complete all components of Phase 1 and 2 by the due date to pass Capstone. No partial credit will be awarded for incomplete submissions.	