

Annual Report



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- Discussed in 60-2-108 and 60-17-109
- To be submitted on or before June 30 of each year
- Information sessions are held in the spring of each year to discuss report and completion guidelines



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- Contains the following information:
 - Changes in program policies, organizing curriculum framework, objectives or outcomes, and major and minor curriculum changes
 - Faculty responsibilities for required and elective nursing courses
 - The name, license number, academic credentials, employment date, and full-or part-time status of each member of the faculty



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- For each preceptor, the name, license number, academic credentials, current clinical area of practice, and place where currently employed
- The nurse administrator's teaching responsibilities
- For each affiliating agency, the following information:
 - Name
 - Location
 - Student-faculty clinical ratio for the reporting period



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- Statistics for generic, articulation, and transfer students, including the following:
 - Admissions, readmissions, withdrawals, and graduations
 - First-time pass rate for each of the last five years
- Faculty statistics, including name, number and credentials
- The budget spent for library and audiovisual acquisitions to support the nursing program for the most recent year



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- An audited fiscal report covering the previous two years, including a statement of income and expenditures
- Any complaints involving educational statutes and regulations
- A response to the recommendations and requirements from the last annual report or last survey visit



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- Plans for the future of your program
- A description of the practices used to safeguard the health and well-being of students
- A copy of the school's current catalog



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- If the nursing education program fails to meet the requirements of the board or to submit required reports within a designated period of time, the program shall be removed from the list of approved nursing education programs after receiving notice and being given an opportunity to be heard

