The following qualifications amplify requirements found in the University of California Student Conduct Code. For admission, continuation and graduation in their programs, students must abide by the following specifications for behaviors and abilities. The term “student” pertains to all students enrolled in the UCSF School of Nursing. Potential students will be advised of the Essential Behaviors for Admission, Continuation, and Graduation in application packets, during program orientation, and via the School’s website. In addition to this document, a document specifically developed by MEPN faculty and students for their use (Communication and Relationship Tips) can be found at: (link here)

**Communication**
Students must communicate effectively and sensitively with patients and their families, as well with other students, staff, faculty, professionals, agency personnel, community residents, and others relevant to their areas of study. Expression of ideas and feelings must be clear and appropriate. Students must demonstrate a willingness and ability to give and receive feedback. Classroom behavior is expected to be professional, civil and respectful, and electronic communication is expected to also be professional, civil and respectful. (Source: UC Student Code of Conduct)


**Cognitive**
Students must be able to reason, analyze, integrate, synthesize, and evaluate in the context of the activities of their programs/areas of study.

**Behavioral/Emotional**
Students must possess the emotional health/maturity required for the full utilization of intellectual abilities, the exercise of sound judgment, and the timely completion of responsibilities in their programs/areas of study. Further, students must be able to maintain mature, sensitive, and effective relationships with patients, students, faculty, staff, other professionals, and agency personnel under all circumstances including highly stressful situations. Students must demonstrate the emotional stability to function effectively under stress, and adapt to environments that may change rapidly without warning under unpredictable ways as relevant to their programs or areas of study. Students must be able to demonstrate empathy for the situations and circumstances of others and appropriately communicate that empathy. Students must acknowledge that values, attitudes, beliefs, emotions, and experiences affect their perceptions and relationships with others. Students must be able and willing to examine and change behaviors when they interfere with productive individual or team relationships. Students
must demonstrate effective and harmonious relationships with the diverse academic, professional, and community environments relevant to their chosen programs of study.

**Professional Conduct**
Students must possess the ability to reason morally and practice in an ethical manner. They must be willing to learn and abide by professional standards of practice as well as regulations for professional licensure. Students must demonstrate the attributes of compassion, integrity, honesty, responsibility and tolerance.

**Motor and Sensory Skills**
Students need to have sufficient motor function and sensory skills in order to be able to execute movements and make observations required in the domain of nursing care or relevant activity in their chosen programs/areas of study.

**Reasonable Accommodation for Disabilities**
The School of Nursing is committed to ensuring that otherwise qualified students with disabilities are given equal access through reasonable accommodations to its services, programs, activities, education and Disability Resources for students. Contact: UCSF Office of Student Life, (415) 476-4318, [http://osl.ucsf.edu/](http://osl.ucsf.edu/)

Students who wish to request reasonable accommodations are encouraged to contact the Office of Student Life (see above for contact information) to start the process for documenting their disability and determining eligibility for services prior to the start of the program. While this process can be started at any time, reasonable accommodations may not be implemented retroactively, so being timely in requesting accommodation is very important. The University has policies regarding the type of documentation required in order to diagnose different disabilities and a process for requesting accommodation. To learn more about the process for establishing services through their offices, please contact the appropriate office.

Students with disabilities are expected to perform all the essential functions of the program with or without reasonable accommodation. The School of Nursing will work with the student and the respective campus disability office to provide reasonable and appropriate accommodation. While the School of Nursing will make every effort to work with our students with disabilities to accommodate their disability-related needs, it is important to note that we are not required to provide requested accommodation that would fundamentally alter the essential functions or technical standards of the program.

**Process for Documenting Behavioral Issues**
If and when a student does not meet expectations for these essential behaviors, the following will occur:
1. **Problematic behavior is documented**: Problematic behavior will be documented by faculty in the student’s file.

2. **Problematic behavior results in a formal warning and a contract with the student**: If a pattern of problematic behavior or a single, very serious lapse in the essential behaviors becomes evident, the steps below should be followed so that the student is apprised of a warning, indicating that the student’s continuation in the program is in jeopardy.

   a) **Composing contract**: The student’s faculty advisor, in consultation with the Associate Dean for Academic Affairs, prepares an individual student contract that must accompany the warning letter identifying the behaviors to be demonstrated in order to meet the essential behaviors and thus remain in the program.

   b) **Master’s or Doctoral Program Committee approves contract**: The individual student contract is reviewed and approved by MEPN, MPC or DPC. The documentation of lapses in the essential behaviors must accompany the contract.

   c) **Student is apprised of warning and given contract**: An official of the academic program and advisor meet with the student to present the warning and individual student contract. After the student reads and signs the warning, (signature indicates that the student has read it), the warning is placed in the student’s academic file.

   d) **Contract is monitored quarterly**: The appropriate advisor/committee monitors the contract quarterly, and if not upheld by the student, the student will be dismissed.

Should it become necessary, the UCSF School of Nursing Grievance Procedure is outlined in the Student Handbook. ([http://nurseweb.ucsf.edu/www/ix-cs.shtml#stuhdbk](http://nurseweb.ucsf.edu/www/ix-cs.shtml#stuhdbk))

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