

CONNECTICUT BOARD OF EXAMINERS FOR NURSING
PROTOCOL FOR FACULTY EDUCATION WAIVER REQUESTS
FOR
REGISTERED NURSE PROGRAMS

Introduction: The following protocol is for Temporary Waiver Requests and Permanent Waiver Requests for Registered Nurse Programs.

Temporary Waivers may be granted for an individual up to a maximum of two years. Temporary waivers are not transferable from one school to another for several reasons.

1. No waiver can be granted unless at least 90% of full and part-time faculty are in compliance with Subsection 20-90-51 (b)(c) or (e) of this section. This needs to be verified at each school the faculty member chooses to be employed.
2. The area of teaching and the level of students the faculty member will teach may vary from school to school. Therefore when changing employment a new waiver request must be submitted to the Board of Examiners for Nursing (BOEN).

Permanent Waivers may be granted by the BOEN for the length of time the faculty member remains at the school for which the waiver was granted. Permanent waivers are not transferable from one school to another for the following reasons.

1. The area of teaching and the level of students the faculty member will teach may vary from school to school. The BOEN needs to determine if this is appropriate based on this individuals experience.
2. The advanced degree this faculty member possesses must be appropriate for the course work the faculty member engages in. This may vary from school to school. Therefore when changing employment a new request for a permanent waiver must be submitted to the BOEN.

PROTOCOL FOR REGISTERED NURSE PROGRAMS

Temporary Waiver Section 20-90-51(b)(2)

Nursing faculty preparing registered nurses (RNs) shall have earned advanced degrees in nursing and shall have appropriate nursing education in their teaching areas.

- A. An “advanced degree in nursing” means a master’s or doctoral degree in nursing.
- B. The Board may grant a temporary waiver of the educational requirements of subdivision 20-90-51(b)(2) as documented above. A temporary waiver is given to address emergency situations, and a waiver may be granted for an individual up to a maximum of two (2) years.
- C. When granting a temporary waiver the BOEN considers the following: (Section 20-90-51 (d)(2)(3)(4))
 - 1. Does the faculty member to be hired possess competence and recent experience as a registered nurse in the clinical area in which the faculty member will be teaching?
 - 2. Does the individual have recent experience teaching the level of student she will be required to teach in this program?
 - 3. Does the individual have a bachelor of science degree in nursing?
 - 4. Is the individual matriculating in a master of science degree in nursing program?

Therefore, the school submitting a request for a waiver for a registered nurse program faculty member, must include the following in their submission:

- A. An up-to-date resume which clearly identifies the individuals experience in each area of employment.
- B. The letter from the registered nurse program submitting the request, must clearly identify the following: courses this individual will teach; clinical areas this individual will work in; level of students this individual will be teaching. The resume should substantiate recent clinical experience or appropriate education in their teaching areas..
- C. The program must submit proof that the individual is matriculating in an MSN program.
 - 1. Please submit an official transcript of courses taken and a letter from the school the individual is attending substantiating the fact that the individual is in fact enrolled, including an expected date of graduating from the MSN program.
 - 2. Submit the number of part-time and full-time faculty. No waiver will be granted unless at least 90% of full and part-time faculty members are in compliance with subsection 20-90-51 (b)(c) or (e) of this section.

3. Submit the number of waivers that the school has at the time of the waiver request.
4. A temporary waiver may be renewed if deemed appropriate by the Board. The Board will review the progress of the faculty member toward completion of the MSN degree.
5. If the prospective instructor's clinical area of expertise will not be utilized or if a number of years have passed since this experience the Board may request a plan of orientation for this instructor in an effort to prepare him/her for teaching and/or clinical area proposed. Guidelines for this orientation would be forthcoming at a Board meeting if the Board requests this information.
6. A newly hired individual who meets all requirements and has been granted a temporary waiver but has not been an instructor before should be assigned to a mentor.
7. Waiver requests should be submitted/faxed to the Board Office at 860-509-7553 no later than two weeks prior to the Board meeting. Board meetings are held the first and third Wednesday of each month with the exception of January, July, and August when they are only held on the third Wednesday of those months.

PLEASE NOTE: In addition all schools shall provide newly hired faculty with a mentor and an orientation which includes the philosophy, curriculum, clinical sites, and any other area deemed necessary, irregardless of #5 and #6.

PROTOCOL FOR A PERMANENT WAIVER

The Board, at its discretion, may grant a permanent individual waiver for faculty holding an advanced degree in a field other than nursing. Section 20-90-51 (e) Nursing Faculty

In evaluating a request by a nursing education program for a permanent waiver, the Board shall consider the appropriateness of the advanced degree for the particular course work the faculty member engages in. An advanced degree in nursing is defined as a master's or doctoral degree in nursing. (20-90-45 Definition of Terms)

When requesting a permanent waiver the nursing program must submit the following information.

- a. An up-to-date resume which clearly identifies the individual's experience in each area of employment.
- b. The clinical area teaching content, and level of student the individual will be assigned.
- c. An explanation as to how the individual's advanced degree is appropriate for the clinical and teaching area assigned.
- d. A copy of the document identifying the advanced degree.
- e. Documentation of recent clinical experience in the area assigned, and appropriate education.
- f. Timeliness of the clinical and educational experience.
- g. The assignment of a mentor and an orientation which includes the philosophy, curriculum, clinical sites, orientation to teaching methodologies, and any other areas deemed necessary.
- h. If the prospective instructor's clinical area of expertise will not be utilized or if a number of years have passed since this experience, the Board may request a plan of orientation for this instructor in an effort to prepare him/her for teaching and/or clinical area proposed. Protocols for this orientation would be forthcoming at a Board meeting if the Board requests this information.
- i. The waiver request should be submitted or faxed (860-509-7553) **two weeks** in advance of the next Nursing Board business meeting. Business meetings are held on the first Wednesday of each month with the following exceptions: in December the business meeting is held on the third Wednesday and there are no business meetings held in January, July, and August.