



ESTABLISHING GRADUATE CERTIFICATES
ARIZONA STATE UNIVERSITY
GRADUATE EDUCATION

This form should be used by programs seeking to establish a new graduate certificate. All sections should be completed.

The graduate certificate is a programmatic or linked series of courses in a single field or in one that crosses disciplinary boundaries. The graduate certificate facilitates professional growth for people who already hold the baccalaureate degree, and it may be freestanding or linked to a degree program. The graduate certificate enables the university to respond to societal needs while promoting university cooperation with corporate, industrial, and professional communities.

Submit the completed and signed (chairs, unit deans) proposal to the **Office of Graduate Academic Programs** in Graduate Education. Mail code: 1003 and electronic copies to eric.wertheimer@asu.edu or amanda.morales-calderon@asu.edu.

Please type.

Contact Name(s): Katherine Kenny, DNP, RN, ANP-BC, FAANP, FAAN Associate Dean of Academic Affairs	Contact Phone(s): 602-496-1917
College: College of Nursing and Health Innovation	
Department/School: Dean's Office, College of Nursing and Health Innovation	
Name of proposed Certificate: Women's Health Nurse Practitioner	
Requested Effective Term and Year: Fall 2017 (e.g. Fall 2014)	
Do Not Fill in this information: <u>Office Use Only</u>	
CIP Code:	

1. OVERVIEW. Below, please provide a brief overview of the certificate, including the rationale and need for the program, potential size and nature of the target audience, information on comparable programs (at ASU and/or peer institutions), how this program would relate to existing programs at ASU, and any additional appropriate information.

There is a growing demand for Nationally Certified Women's Health Nurse Practitioners (WHNP) locally and across the nation. Adult Gerontology and Family Nurse Practitioners have educational preparation to provide basic primary care for women, but do not have the educational preparation nor the scope of practice to provide complex and comprehensive women's health including reproductive, gynecological, and perinatal care. The target audience for the Graduate Certificate in Women's Health Nurse Practitioner are nurses 1) who already hold a minimum of a master's degree in nursing, although have not been educationally prepared as a nurse practitioner, 2) who already hold a minimum of a master's degree, who have been certified by their state board of nursing as a WHNP but who have not taken a national board examination for Women's Health NP; 3) and those who hold a Master's Degree in Nursing and are nationally certified as an adult-gerontology NP or Family NP. There is a significant pool of WHNP whose eligibility to take the WHNP national board examination has lapsed and who need to demonstrate competency through completion of a program of study that has been approved by the national examination board.

We anticipate that nurses throughout the state and region will be interested in this graduate certificate as it can be completed in hybrid format through iCourses and 2-3 onsite Immersion sessions per semester while allowing nurses to continue to work full-time if desired. Nurses who complete this certificate will meet the eligibility requirements to take the National Women's Health Nurse Practitioner Certification Examination. In addition to completing didactic courses, students will complete 14 credit hours (630 clock hours) of practicum experiences in a community setting. College of Nursing and Health Innovation currently has affiliation agreements with practice sites available for students to meet the required number of practicum hours. Currently, the only option for RNs to become Women's Health Nurse Practitioners at Arizona State University is to enter the DNP Women's Health Nurse Practitioner Program. This certificate provides another option to become a Women's Health Nurse Practitioner for those nurses who already have a Master's Degree and do not wish to pursue a Doctoral Degree. The courses in the certificate program are the same clinical courses offered in the DNP Women's Health Program, therefore this offers an opportunity to increase enrollment in courses that are currently offered. We anticipate 2 students to enroll the first year, with 2-4 students enrolling in subsequent years. This certificate is specific to the educational requirements for Women's Health Nurse

Practitioners and does not overlap nor compete with the other advanced nursing practice programs offered at Arizona State University's College of Nursing and Health Innovation.

2. ADMINISTRATION AND RESOURCES

- A. How will the proposed certificate be administered (including recommendations for admissions, student advisement, retention etc.)? Describe the administering body in detail, especially if the proposed certificate is part of a larger interdisciplinary agenda. How will the graduate support staffing needs for this proposed certificate program be met?**

The Graduate Certificate in Women's Health Nurse Practitioner will be administered by the Associate Dean of Academic Affairs and the Doctor of Nursing Practice Program Director. Recommendation for admission will be determined through application review and interviews completed by Program Director and Program Faculty. Recruitment, advisement, and retention will be the major focus of the Senior Director of Recruitment and Student Success Services along with the Senior Associate Dean for Enrollment and Student Engagement in the College of Nursing and Health Innovation (CONHI). The management of courses and faculty assignments will be completed by the Associate Dean of Academic Affairs and the Doctor of Nursing Practice Program Director. Faculty for the graduate certificate courses will be in place since students in this certificate will join students working towards the DNP degree with a concentration in Women's Health. These faculty are currently available in College of Nursing and Health Innovation and also teach in other graduate programs. There is administrative support from the program coordinator for Doctor of Nursing Practice. The Academic Innovation Department will provide support for assessment and evaluation of the program.

- B. What are the resource implications for the proposed certificate, including projected budget needs?**

Will new books, library holdings, equipment, laboratory space and/or personnel be required now or in the future? If multiple units/programs will collaborate in offering this certificate, please discuss the resource contribution of each participating program. Letters of support must be included from all academic units that will commit resources to this certificate program.

No additional faculty resources, equipment, or space is needed to implement this certificate.

3. ADMISSIONS PROCEDURES AND CRITERIA

- A. Admission criteria** – Applicants must meet the admissions criteria for Graduate Education. Please also include any other additional admission requirements, e.g. type of undergraduate degree, minimum GPA, tests and/or entry-level skills that are required for this certificate program.
(http://graduate.asu.edu/sites/default/files/GraduatePolicies_1.pdf)

Degree(s):

Completion of a bachelor's degree in nursing from a nationally recognized, regionally accredited academic institution and completion of a master's degree in nursing from a nationally recognized, regionally accredited academic institution

GPA: Minimum of a 3.00 cumulative GPA (scale is 4.00 = "A") in the last 60 hours of a student's first bachelor's degree program. Minimum of 3.00 cumulative GPA (scale is 4.00 = "A") in an applicable Master's degree.

English Proficiency Requirement for International Applicants: (See Graduate Education policies and procedures) (http://graduate.asu.edu/admissions/international/english_proficiency):

Same as Graduate Education policy.

Required Admission Examinations: GRE GMAT Millers Analogies None required

Applicants must fulfill the requirements of both the Division of Graduate Education and the College of Nursing and Health Innovation.

Applicants must submit:

1. graduate admission application and application fee
2. official transcripts
3. documentation of a current unencumbered RN license in the state in which the student plans to do clinical practicums
4. interview with program faculty
5. three professional letters of recommendation
6. resume
7. admission essay
8. proof of English proficiency

Additional Application Information

All students are also required to have an unencumbered Arizona RN license or an unencumbered compact state RN license as mandated by the Arizona State Board of Nursing. The RN license must remain unencumbered throughout enrollment in any nursing program.

Applicants are required to have an in-person interview with the program faculty.

Applicants are asked to submit an admission essay addressing:

- a. Describe your career goal(s) for the next 5-10 years and discuss how obtaining a NP certificate from Arizona State University will help you meet these goals.
- b. Read the American Association of Colleges of Nursing (AACN) The Essentials of Doctoral Education for Advanced Nursing Practice (2006). Focus on one of the first seven essentials and describe how meeting this essential will further your career goal(s).

All College of Nursing and Health Innovation students are required to complete health and safety requirements, and must have a passing disposition on a background clearance and satisfactory completion of a substance screen with the program's identified agency.

One year of clinical experience working within the student's specialty population is preferred.

An applicant whose native language is not English (regardless of current residency) must provide proof of English proficiency per the Division of Graduate Education requirement and all requirements for the Commission on Graduates of Foreign Nursing Schools.

For U.S. Department of Education Gainful Employment Program Disclosure information, please see the College of Nursing and Health Innovation website.

B. Application Review Terms - Indicate all terms for which applications for admissions are accepted:

To select desired box, place cursor on the left side of the box, right click mouse, select **Properties**, under **Default Value** select **Checked**, press **OK** and the desired box will be checked

Fall year:

Spring year:

Summer year: 2018

C. Projected annual admission/enrollment-How many students will be admitted immediately following final approval of the certificate? What are enrollment projections for the next three years?

It is anticipated that there will be 2 students enrolled for the certificate in the first year and 2-4 students each year after. The certificate students will join the DNP Women's Health Students in the required clinical courses adding to enrollment, yet not increasing faculty resource needs.

4. ACADEMIC REQUIREMENTS

A. Minimum credit hours required for certificate (15 credit hour minimum)

The minimum credit hours required for the certificate is 23.

B. Please describe the primary course delivery mode, (e.g., online, face-to-face, off-site etc.). Please note: If this proposed initiative will be offered completely online, clearly state that in this section.

The primary course delivery will be a hybrid format (face-to-face and iCourse combination) to correspond with the Doctor of Nursing Practice courses.

C. As applicable, please describe culminating experience required (e.g., internship, project, research paper, capstone course, etc.)

N/A - A culminating experience is not required for this certificate.

D. What knowledge, competencies, and skills (learning outcomes) should graduates have when they complete this proposed certificate program? Examples of program learning outcomes can be found at (<https://uoeee.asu.edu/program-outcomes>).

Students will:

1. Demonstrate Implementation of the advanced practice nursing role according to the national standards of advanced nursing practice
2. demonstrate integration of evidence based clinical prevention and population health guidelines in the care of individuals, aggregates and populations.
3. demonstrate practice expertise and advanced knowledge to assume expanded responsibility and accountability in an area of specialization within the larger domain of nursing.

E. How will students be assessed and evaluated in achieving the knowledge, competencies, and skills outlined in 4.D. above? Examples of assessment methods can be found at (<http://www.asu.edu/oue/assessment.html>).

Outcome 1:	Demonstrate implementation of the advanced practice nursing role according to the national standards of advanced nursing practice
Measure 1.1:	DNP 617 Management of Complex & Chronic Disease In Women
Performance Criterion 1.1:	At least 90% of Women's Health Advanced Nursing Practice will earn at least 80% or higher on the DNP 617 Current Topic in Women's Health paper.
Outcome 2:	Demonstrate integration of evidence based clinical prevention and population health guidelines in the care of individuals, aggregates, and populations
Measure 2.1	DNP 613 Women's Health Promotion: Health Promotion Paper
Performance Criterion 2.1	At least 90% of Women's Health Advanced Nursing Practice students will earn at least 80% or higher on the DNP 613 Health Promotion Paper.
Outcome 3:	Demonstrate practice expertise and advanced knowledge to assume expanded responsibility and accountability in an area of specialization within the larger domain of nursing.
Measure 3.1	DNP 614 Women's Health Practicum I: Health Promotion Objective Structured Clinical Exam (OSCE)

Performance Criterion 3.1: At least 90% of Women's Health Advanced Nursing Practice students will receive at least 80% or higher on the DNP 614 Health Promotion Objective Structured Clinical Exam (OSCE).

F. Please state the Satisfactory student academic progress standards and guidelines (including any time limits for completion).

Students must abide by all policies set forth by Graduate Education and the College of Nursing and Health Innovation. In addition, they must maintain a 3.00 cumulative, graduate and iPOS GPAs to remain in good standing. Students must complete the certificate program within six years, the maximum timeframe allowed by Graduate Education, and must be continuously enrolled until the completion of the certificate. Students who are deemed unsatisfactory may be recommended to Graduate Education for dismissal from the certificate program.

G. Will this proposed certificate program allow sharing of credit hours from another ASU degree program to be used as part of this certificate program? (Please note that a maximum of 12 graduate-level credit hours taken as a non-degree student at ASU, including as a part of a certificate program, may be used towards a future graduate degree at ASU).

The courses in this certificate are specific to the Women's Health Nurse Practitioner specialty. Students in the DNP Women's Health Nurse Practitioner Specialty also complete these courses. The certificate does allow sharing of credit hours from the DNP program following the Graduate Education policy on shared hours.

H. Below, please list all required and elective courses in the appropriate boxes (you may attach additional pages if necessary).

Please ensure that all *new core* course proposals have been submitted to the Provost's office through the Curriculum ChangeMaker online course proposal submission system before this initiative is put on the University Graduate Council and CAPC agendas. Please note: a minimum of 2/3 of the courses required for a graduate certificate must be at the 500-level or above.

Required Courses			Credit Hours
(Prefix & Number)	(Course Title)	(New Course?) Yes or No?	(Insert Section Sub-total) 23
DNP 613	Women's Health Promotion I	No	3
DNP 614	Women's Health Practicum I	No	3
DNP 615	Management of Common Problems in Women's Health	No	3
DNP 616	Advanced Women's Health Practicum II	No	5
DNP 617	Management of Complex and Chronic Disease in Women	No	3
DNP 618	Advanced Women's Health Practicum III	No	6
Total required credit hours			23

5. PRIMARY FACULTY PARTICIPANTS - Please list all primary faculty participants for the proposed certificate, including home unit and title. You may attach additional pages if necessary.		
Name	Home Unit	Title
Denise Link, PhD, WHNP-BC, CNE, FNAP, FAAN, FAANP	Nursing	Clinical Professor
Debra Ilchak, DNP, RN, FNP-BC, CNE	Nursing	Clinical Associate Professor
Additional Women's Health Faculty can be added if enrollment requires. At this time,	This faculty team can be supplemented with part-time Faculty Associates who are	


<p>the program can double the number of students without needing to add additional faculty.</p>	<p>clinical experts and assist in teaching the clinical practicum courses. The certificate students will join the current DNP Women's Health NP student cohort and will not require additional full time faculty to meet the teaching needs.</p>	
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6. REQUIRED SUPPORTING DOCUMENTS
(Please label accordingly, i.e., Appendix or Attachment A, B, etc.)

Please include the following with your proposal:

- A. Sample plans of study for students in the proposed program attached
- B. Statements of support from all deans and heads of impacted academic units

7. APPROVALS - If the proposal submission involves multiple units, please include letters of support from those units.

DEPARTMENT CHAIR or SCHOOL DIRECTOR (PRINT/TYPE)	
Katherine Kenny	
SIGNATURE	DATE
	5.6.2016

DEAN (PRINT/TYPE)	
Teri Pipe	
SIGNATURE	DATE
	5/17/16

The following section will be completed by Graduate Education following the recommendations of faculty governance bodies.

DEAN OF GRADUATE EDUCATION	
SIGNATURE	DATE

Please note: Proposals for new certificates also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate, and the Office of the Provost before they can be put into operation.

The final approval notification will come from the Office of the Provost.

GF1112G-89

APPENDIX I**OPERATIONAL INFORMATION FOR GRADUATE CERTIFICATES**

(This information is used to populate the [Graduate Programs Search](#) website.)

1. Provide a brief (catalog type - no more than 150 words) program description.

This Commission on Collegiate Nursing Education-accredited certificate program is designed for nurses with a master's degree in nursing who seek to become women's health nurse practitioners or for nurse practitioners with a master's degree or DNP who seek additional certification as women's health nurse practitioners. This certificate program is offered in a hybrid iCourse and in-person format that requires students to travel to campus for orientation and then two or three times per semester. Women's health care theory and clinical courses include theories, principles and clinical skills in the care of women and their families. Courses focus on critical thinking, diagnosis, problem-solving and nursing management of women throughout the maternity cycle and with common gynecological problems. Client education, communication and collaboration are emphasized.

Focused clinical experiences are arranged with appropriate preceptors and administrators. Every attempt will be made to arrange this in the student's geographical area. In the event that clinical sites are unavailable in that area or if the faculty determine the student needs additional faculty supervision of skills, the student will be required to complete the clinical experience in the Phoenix area. Rural health and experiences with disadvantaged and multicultural populations are encouraged, and sites are available for these experiences.

Curricular Structure Breakdown for the Academic Catalog:**Required Core (23 credit hours)**

DNP 613 Women's Health Promotion I (3)

DNP 614 Women's Health Practicum I (3)

DNP 615 Management of Common Problems in Women's Health (3)

DNP 616 Advanced Women's Health Practicum II (5)

DNP 617 Management of Complex and Chronic Disease in Women (3)

DNP 618 Advanced Women's Health Practicum III (6)

Additional Curriculum Information

Nurses who complete this certificate will meet the eligibility requirements to take the national women's health nurse practitioner certification examination. In addition to completing didactic courses, students will complete 14 credit hours (630 clock hours) of practicum experiences in a community setting.

2. Contact and Support Information:

Office Location (Building & Room): Health North 113	Campus mail code: 3020
Campus Telephone Number: 602-496-0937	Program Director (Name and *ASU ID): Donna Velasquez, PhD (dmvelasq)
Program email address: nursingandhealth@asu.edu	Program Support Staff (Name and *ASU ID): Susan Draughn (scox7) Kristine Child (kchild)

Program website address: https://nursingandhealth.asu.edu/	Admissions Contact (Name and *ASU ID): Nancy Kiernan (nkiernan)
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3. **Application and iPOS Recommendations:** List the Faculty and Staff that will input admission/POS recommendations to Gportal **and** indicate their approval for Admissions and/or POS:

Name	ADMSN	POS
Susan Draughn	X	X
Donna Velasquez	X	X
Kristine Child		X
Nancy Kiernan	X	
Jennifer Blair	X	

4. Campus(es) where program will be offered: *
- Downtown Tempe
 Online (only) West
 Polytechnic

* **To select desired box**, place cursor on the left side of the box, right click mouse, select **Properties**, under **Default Value** select **Checked**, press **OK** and the desired box will be checked

5. **Keywords:** (List all keywords that could be used to search for this program. Keywords should be specific to the proposed program.)

Women's Health Nurse Practitioner, Certificate, Advanced Practice Nurse, Nurse, Advanced Practice, Women's Health

6. **Area(s) of Interest:**

* **To select desired box**, place cursor on the left side of the box, right click mouse, select **Properties**, under **Default Value** select **Checked**, press **OK** and the desired box will be checked

- A. Select one (1) primary area of interest from the list below that applies to this program.

- [Architecture & Construction](#)
- [Arts](#)
- [Business](#)
- [Communications & Media](#)
- [Education & Teaching](#)
- [Engineering & Technology](#)
- [Entrepreneurship](#)
- [Health & Wellness](#)
- [Humanities](#)
- [Interdisciplinary Studies](#)
- [Law & Justice](#)
- [Mathematics](#)
- [Psychology](#)
- [STEM](#)
- [Science](#)
- [Social and Behavioral Sciences](#)

- [Sustainability](#)

Select one (1) secondary area of interest from the list below that applies to this program.

There is no secondary area of interest.

- [Architecture & Construction](#)
- [Arts](#)
- [Business](#)
- [Communications & Media](#)
- [Education & Teaching](#)
- [Engineering & Technology](#)
- [Entrepreneurship](#)
- [Health & Wellness](#)
- [Humanities](#)
- [Interdisciplinary Studies](#)
- [Law & Justice](#)
- [Mathematics](#)
- [Psychology](#)
- [STEM](#)
- [Science](#)
- [Social and Behavioral Sciences](#)
- [Sustainability](#)

APPENDIX II
Women's Health Nurse Practitioner Certificate
Sample Timeline

Summer

DNP 613	Women's Health Promotion I	3 credits
DNP 614	Women's Health Practicum I (135 clinical hours)	3 credits
	Total Credits	6 credits

Fall

DNP 615	Management of Common Problems in Women's Health	3 credits
DNP 616	Advanced Women's Health Practicum II (225 clinical hours)	5 credits
	Total Credits	8 credits

Spring

DNP 617	Management of Complex and Chronic Disease in Women	3 credits
DNP 618	Advanced Women's Health Practicum III (270 clinical hours)	6 credits
	Total Credits	9 credits

	Total Credits	23 credits
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APPENDIX III
Support Memos

College of Nursing and Health Innovation – Official Submission

From: Katherine Kenny [<mailto:Katherine.Kenny@asu.edu>]
Sent: Thursday, July 14, 2016 1:54 PM
To: curriculumplanning@asu.edu
Cc: Susan Draughn
Subject: Establish New Graduate Certificates - CONHI
Sensitivity: Confidential

Please see the attached documents for establishing New Graduate Certificates in
Pediatric Nurse Practitioner
Adult-Gerontology Nurse Practitioner
Women's Health Nurse Practitioner.
Thank you.

*Best,
Kathy*

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean, Academic Affairs
College of Nursing & Health Innovation
Arizona State University
550 N. 3rd Street
Health North - 534
Office: 602-496-1719
Fax: 602-496-0545
Katherine.kenny@asu.edu

College of Health Solutions – Impact Statement

From: Julie Liss <JULIE.LISS@asu.edu>

Date: November 16, 2016 at 12:08:14 MST

To: Katherine Kenny <Katherine.Kenny@asu.edu>

Cc: Kate Lehman <KATE.LEHMAN@asu.edu>, Alison Essary <Alison.Essary@asu.edu>

Subject: CHS support confirmation

Dear Kathy,

This note is to confirm that CHS has no conflict with CONHI's proposed offering of "Graduate Certificates for Pediatric Nurse Practitioner; Adult-Gerontology Nurse Practitioner; and Women's Health Nurse Practitioner." We wish you success!

Julie

Julie Liss, Ph.D.

Associate Dean, College of Health Solutions

Professor, Department of Speech and Hearing Science

Faculty, Barrett, The Honors College

Fellow, American Speech Language Hearing Association

Arizona State University

julie.liss@asu.edu

(NEW GRADUATE INITIATIVES)

PROPOSAL PROCEDURES CHECKLIST

Academic units should adhere to the following procedures when requesting new curricular initiatives (degrees, concentrations or certificates).

Obtain the required approval from the Office of the Provost to move the initiative forward for internal ASU governance reviews/approvals.

- Establishment of new curricular initiative requests; degrees, concentrations, or certificates
- Rename requests; existing degrees, concentrations or certificates
- Disestablishment requests; existing degrees, concentrations or certificates

Submit any new courses that will be required for the new curricular program to the Curriculum ChangeMaker online course approval system for review and approval.

- Additional information can be found at the Provost's Office Curriculum Development website: [Courses link](#)
- For questions regarding proposing new courses, send an email to: courses@asu.edu

Prepare the applicable proposal template and operational appendix for the proposed initiative.

- New degree, concentration and certificate templates (contain proposal template and operational appendix) can be found at the Provost's Office Curriculum Development website: [Academic Programs link](#)

Obtain letters or memos of support or collaboration. (if applicable) N/A

- When resources (faculty or courses) from another academic unit will be utilized
- When other academic units may be impacted by the proposed program request

Obtain the internal reviews/approvals of the academic unit.

- Internal faculty governance review committee(s)
- Academic unit head (e.g. Department Chair or School Director)
- Academic unit Dean (will submit approved proposal to the curriculumplanning@asu.edu email account for further ASU internal governance reviews (as applicable, University Graduate Council, CAPC and Senate)

Additional Recommendations - All new graduate programs require specific processes and procedures to maintain a successful degree program. Below are items that Graduate Education strongly recommends that academic units establish after the program is approved for implementation.

Set-up a Graduate Faculty Roster for new PhD Programs – This roster will include the faculty eligible to mentor, co-chair or chair dissertations. For more information, please go to http://graduate.asu.edu/graduate_faculty_initiative.

Establish Satisfactory Academic Progress Policies, Processes and Guidelines – Check within the proposing academic unit and/or college to see if there are existing academic progress policies and processes in place. If none have been established, please go to http://graduate.asu.edu/faculty_staff/policies and scroll down to the **academic progress review and remediation processes** (for faculty and staff) section to locate the reference tool and samples for establishing these procedures.

Establish a Graduate Student Handbook for the New Degree Program – Students need to know the specific requirements and milestones they must meet throughout their degree program. A Graduate Student Handbook provided to students when they are admitted to the degree program and published on the website for the new degree gives students this information. Include in the handbook the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and provide a link to the Graduate Policies and Procedures website. Please go to http://graduate.asu.edu/faculty_staff/policies to access Graduate Policies and Procedures. The current DNP handbook will apply to this certificate.