Operating Policy and Procedure

SON OP 30.260 – ATI Content Mastery Series (CMS) Assessment Policy

PURPOSE

The ATI Content Mastery Series (CMS) provides essential data regarding a student’s mastery of concepts in relation to specific nursing content areas. The purpose of this policy is to describe the integration, implementation, and grading of content-specific assessments included in the ATI Content Mastery Series within the Accelerated BSN Curriculum.

REVIEW

The OP will be reviewed biennially by September 1 of each even numbered year (ENY) by the applicable Associate Dean/Department Chair, with recommendations for revisions forwarded to the Dean of the School of Nursing.

POLICY/PROCEDURE

The ATI Content Mastery Series (CMS) Assessment procedure shall be utilized following guidelines set forth by SON Exam Benchmarking Usage OP 30.360.

The ATI Content Mastery Series (CMS) Assessments are content-specific assessments provide proficiency levels that measure a student’s level of knowledge acquisition. These assessments include the following:

- RN Adult Medical-Surgical Assessment
- RN Community Health Assessment
- RN Fundamentals Assessment
- RN Leadership Assessment
- RN Maternal Newborn Assessment
- RN Mental Health Assessment
- RN Nursing Care of Children Assessment
- RN Pharmacology Assessment

The following instructions outline guidelines for usage of the ATI CMS Practice and Proctored Assessments:

- For each course using the ATI CMS practice and proctored exams, the total grade earned from the ATI grading rubric will be no more than 15% of the course grade.
- The ATI CMS Assessment Grading Rubric grade will be used in the exam calculation for passing the course.
- The ATI CMS Assessment Grading Rubric will be included in required course materials in all courses including an ATI CMS Assessment. (30.260-01 ATTACHMENT A – ATI CMS Assessment Grading Rubric)

ATI CMS Practice Assessments:

- ATI CMS Practice Assessments A & B will be available to the students and completed prior to the proctored assessment using the following schedule:
  - Practice Assessments A & B will be made available to the students on the first day of the course. The rationales will be disabled at this time.
  - Students will receive instructions within the course to complete the Practice Assessment A & B following the ATI grading rubric.
Practice Assessment A & B must be completed by midnight four days before the proctored assessment to allow for three days to review rationale. Additionally, the handwritten focused review must be submitted in the “Assignments” of the LMS by midnight four days before the proctored assessment.

Students must scan a copy and submit verification of completion of the focused review within the course. Faculty will review only for completion and mark as complete on the ATI Grading Rubric within the learning management system.

Late submissions: One point per day will be deducted for late completion up to three days. After three days, no credit will be awarded.

Three days before the proctored assessment, faculty will enable rationales for practice assessment A & B.

**ATI CMS Proctored Assessments:**
- The standardized proctored assessment will be administered on the designated date.
- Following the standardized proctored assessment, the rubric will be utilized to determine the final ATI grade for the course. Completion and Level earned on the proctored assessment will be entered into the grading rubric within the learning management system.
- Post Standardized Proctored Assessment Remediation:
  - Students scoring a Level 3 or Level 2 on the proctored assessment are recommended to complete a focused review on content missed on the exam but are not required to complete a review.
  - Students scoring a Level 2 who desire to retake the proctored assessment must complete the focused review prior to the scheduled retake of the standardized proctored assessment. Once the focused review is completed, a scanned copy will be submitted within the course to show completion.
  - Students scoring a Level 1 or Below Level 1 on the proctored assessment must complete the focused review according to the rubric. Once the focused review is completed, a scanned copy will be submitted within the course to show completion. At that time, the student will receive the 2 remediation points for completion. The focused review must be completed prior to the required retake of the standardized proctored assessment.
- Standardized Proctored Assessment Retake:
  - The Retake of the Standardized Proctored Assessment will be scheduled no earlier than four days following the initial proctored assessment.
  - Students scoring a Level 1 or Below Level 1 will be required to retake the assessment.
- On the retake, if the student is able to improve the level achieved, the student may earn an additional point for each level (For example, a Level 1 student who achieves a Level 2 may now earn 8.5 points, and a Level 1 student who achieves a Level 3 may now earn 9.5 points).
- Only one retake of the ATI CMS Proctored Assessment will be offered.

**Focused Reviews:**

Focused reviews provide students additional learning opportunities related to clinical judgment and safe nursing practice. Students benefit from intentionally building upon areas of knowledge gaps and demonstrating growth.

- At the start of the cohort, early in the first course utilizing the ATI Grading Rubric and an exam from the ATI Content Mastery Series (CMS), Retention Counselors will prepare students for completing the ATI Grading Rubric process with a focus on completion of the focused review:
  - Students will create a “Focused Review Notebook”
  - Retention Counselors will provide instructions for completing the “three critical points to remember” on each topic missed on the Focused Review. Students will utilize textbook, ATI ebooks with videos, animations, graphics, tutorials, etc. to complete the Focused Review.
  - The Focused Review will be handwritten and included in the “Focused Review Notebook” throughout the duration of the ABSN Program.
- In addition to the “three critical points to remember”, Retention Counselors may encourage
students to utilize the ATI Active Learning Templates.

ATI CMS Assessment Syllabus Statement:

ATI CMS Assessments will be referred to throughout the course syllabus, schedule, etc. with the following names as appropriate by course:

- RN Adult Medical-Surgical Assessment
- RN Community Health Assessment
- RN Fundamentals Assessment
- RN Leadership Assessment
- RN Maternal Newborn Assessment
- RN Mental Health Assessment
- RN Nursing Care of Children Assessment
- RN Pharmacology Assessment

Under “Evaluation” section place the following statement:

- The average of the exams (identify specific exams to include the ATI exam(s) as identified by the course facilitator) MUST be 75% or greater before ANY other course grades are averaged to compose the final grade. IF the exam average is below 75%, the student will receive the grade of “F” for the course regardless of any other grade(s).
  - Example in syllabus: The average of the exams (Exam A, Exam B, Exam C, ATI RN Assessment) MUST be 75% or greater before ANY other course grades are averaged to compose the final grade. IF the exam average is below 75%, the student will receive the grade of “F” for the course regardless of any other grade(s).

Under “Assignment Description” section place “ATI Content Mastery Series Assessment” statement for all courses utilizing benchmarking exams.

- TTUHSC School of Nursing Accelerated BSN Program utilizes Assessment Technologies Institute (ATI) assessment materials (content mastery practice assessments and content mastery proctored assessments) to guide and assess mastery of nursing content necessary for entry into practice. Specific ATI assessment and grading guidelines are outlined in the document entitled, “ATI Content Mastery Series (CMS) Assessment Grading Rubric” in the module folder entitled, “ATI Assessment Grading Rubric”.

Recording for Course Gradebook

The following are recommended grade book categories. Set “Category” as “ATI CMS Assessment” and create the following “assignments” for monitoring/recording completion and progress.

The following “assignments” are for recording completion and progress and are not counted towards final course grade:

- Practice Assessment A – Complete/Incomplete
- Practice Assessment A Focused Review – Complete/Incomplete
  - Students will submit attachment of scanned focused review
- Practice Assessment B – Complete/Incomplete
- Practice Assessment B Focused Review – Complete/Incomplete
  - Students will submit attachment of scanned focused review
- Proctored CMS Assessment (1st Attempt) – Record Level earned
- Proctored CMS Assessment Remediation – Complete/Incomplete
- Proctored CMS Assessment (2nd Attempt) – Record Level earned

The following “assignment” is for recording final ATI Grade according to the grading rubric:

- ATI CMS Assessment Grade – entered as a % grade