

College of Nursing, Khamis Mushait Handbook

Preparing Year: 1438

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Dean's Message

Since its establishment, education in the Kingdom of Saudi Arabia has received a top priority in its interests and goals. The education sector and higher education in particular are experiencing its golden age during the reign of the Custodian of the Two Holy Mosques King Salman bin Abdulaziz - may God protect him - as universities and colleges multiplied and were distributed in various regions and governorates of the Kingdom. King Khalid University has invested in this support and expanded the number of colleges to include all governorates of the Aseer region and the quality and type of specializations to achieve coverage of the scientific field and meet the country's need for qualified people. Health colleges had the largest share, including the College of Nursing in Khamis Mushait Governorate, which was established in 1432. This college drew up its plans to be compatible with the university's plan to achieve the goals of the Kingdom's development plans, and in light of that, it approved its structures and developed its plans. This makes the student the focus of all its plans and procedures, setting its goal to graduate students capable of working in their fields of specialization with high efficiency. To achieve this, the infrastructure, educational and administrative infrastructure has been prepared and cooperation has been carried out with medical and service centers inside and outside the Aseer region. Work is currently being done to prepare regional and international partnerships and cooperation agreements to achieve Its objectives. It also makes scientific research and community service a large part of its interest, and its goals have been to deal with health issues for the region in particular and the Kingdom in particular.

Vice Dean's Message

Praise be to Allah, Lord of the Worlds, and prayers and peace be upon His prophet Messenger. The College's Vice Deanship for Academic Affairs and Development is one of the agencies concerned with everything related to the academic and educational aspects of the College, deriving this from the philosophy of the College's vision and mission and its strategic goals, which focus on quality in education through developing academic and training plans and programs by standards of comprehensive quality and academic excellence.

Today, with the development in education and the interest in quality over quantity, the responsibility has become great for developing programs that take into account modern curricula and teaching methods so that the college can assume the position it deserves as a health college concerned with building a knowledge society and a home of expertise at the local, regional and global levels.

Historical Overview of the College of Nursing

In accordance with the policy of King Khalid University, which the university is pursuing, by focusing on applied scientific colleges to graduate qualified and trained cadres that meet the needs of the labor market in the Kingdom, and by the decision of the University Council, the College of Nursing was established and the college was activated at the beginning of the academic year.1430/1431 AH (2008/2009 AD) with the registration of 12 students, and in the academic year 1434 AH, the first group of college students graduated, with the number of graduates reaching 10. The college includes a nursing sciences program. Graduates of the College of Nursing, Department of Internal Surgical Nursing, are classified as nursing specialists, and the degree awarded upon completion of the program is a Bachelor of Nursing Sciences. It was also approved to activate admission to the Department of Nursing Sciences (female section) starting from the academic year 1437/1438 AH, with a capacity of twenty students per semester. The college vision, mission and goals are based on achieving leadership and excellence at the local, regional and international levels in the field of health care, community service and research. In its mission, the college also seeks to prepare distinguished competencies through giving and creativity in the fields of specialization, contributing to community service, and building distinguished community partnerships, taking into account the quality system and accreditation standards to achieve academic accreditation.

College Vision, Mission and Goals

College vision:

To be a leading, global excellence in providing transformative nursing education through technology, innovation and community -driven collaboration

College mission:

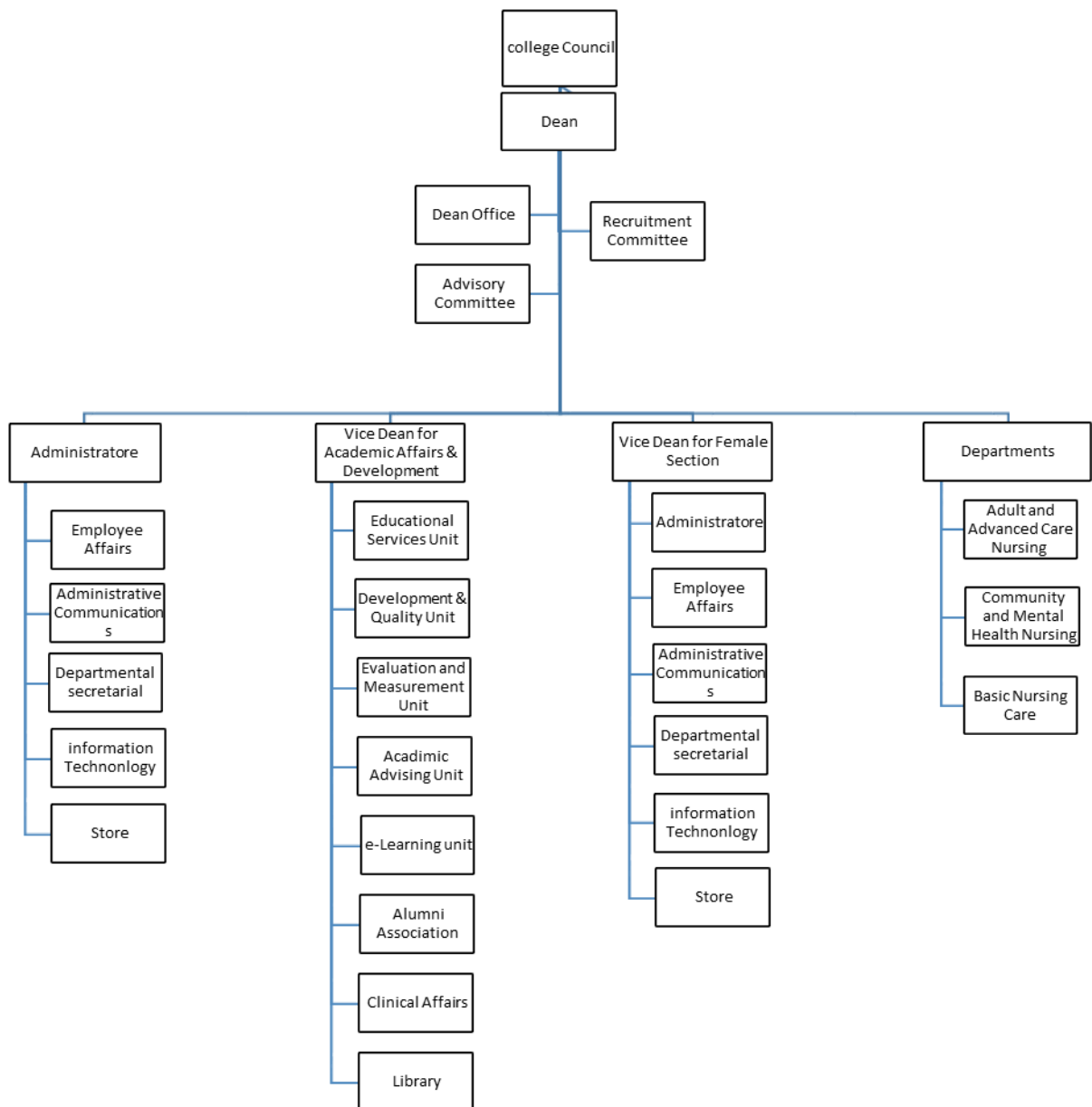
The College of Nursing at King Khalid University dedicates itself to equipping nurses with skill sets to provide evidence-based patientcentered care and develop leadership competencies that can accomplish policy reformation contributing to the holistic wellbeing of the community

College Goals:

1. To holistically prepare students for the transition to professional nursing practice by adopting innovative, evidence-based teaching strategies in the service of an increasingly complex, evolving, and diverse global community
2. To foster an academic environment that instills leadership skills, promotes research, strengthens evidence-based practice by implementing innovative classroom engagement strategies

3. To build strategic partnerships with likeminded Universities regionally and internationally to leverage scientific knowledge sharing and innovation.
4. To contribute to the continuous professional and personal development of faculty through ongoing education and training
5. To expand the scope of the nursing profession by empowering our faculty, staff, and students to be collaborative members of inter professional teams and leaders in promoting health and well-being

Organizational structure of the College of Nursing in Khamis Mushait



Academic departments

- ❖ Department of Adult and Advanced Care Nursing
- ❖ Department of Community and Mental Health Nursing
- ❖ Department of Basic Nursing Care
- ❖ Department of Maternal and neonatal Nursing care (Not activated)
- ❖ Department of Nursing administration and education (Not activated)

Bachelor of Nursing Sciences

Information about Bachelor of Nursing Sciences

- ☒ Program Name and Code: Bachelor of Nursing Sciences BSC
- ☒ Total credited Hours to accomplish the program= 130 Hours
- ☒ Degree awarded upon completion of the program: Bachelor of Nursing Sciences BSC

Vision, Mission, Goals and Values of Undergraduate Program

Vision

Towards global Excellency in the field of Nursing by 2030.

Mission

To provide distinguished education, community services, and innovative research in the field of Nursing Science, through the optimal utilization of our resources.

Goals

1. To enhance the quality of health education
2. To provide an optimal academic environment
3. To build up an effective community partnership
4. To conduct innovative scientific research in the field of Nursing Science.
5. To initiate postgraduate programs in the fields of Nursing Science.

6. To enhance the institutional quality through the available resources.

Values

1. Honesty and honesty in providing nursing care
2. Commitment and responsibility
3. Development, change and continuous learning
4. Collaborate and work as a team
5. Activate a framework of Professional ethics and Islamic religious teachings

Bachelor of Nursing Sciences student learning outcomes

A- Knowledge:

1. List steps of a comprehensive patient assessment according to universal standards.
2. Recall various knowledge and skills of clinical nursing care in different specialties according to each course textbook.
3. Recognize the importance of linking evidence-based practice in nursing using universal evidence based guidelines.
4. Describe the importance of research in the field of professional nursing practice.

B- Skills

1. Design nursing care plan and follow its implementation.
2. Justify of medical sciences and humanities in the field of nursing care to improve the quality of performance.
3. Explain creative approach for decision making in problem solving in various health issues.
4. Design a plan for increasing health awareness according to functional health pattern.
5. Demonstrate competent, safe, professional health care according to universal standards in different settings for different clients.
6. Utilize scientific research findings, evidence based, and advanced technology in the provision of quality health care.

7. Conduct community health awareness programs based on client needs in different settings.
8. Demonstrate educational activities and professional issues using e-learning.
9. Demonstrate communicate with faculty members through e-learning.
10. Interpret local and international statistics in solving problems , decisions making using modern techniques
11. Apply Numerical skills related to patient care
12. Demonstrate competent, safe, professional health care according to universal standards in different settings for different clients.

Values, Autonomy, and Responsibility

1. Demonstrate cooperative approach with all colleagues and the medical team in the various disciplines.
2. Demonstrate responsibility, accountability and leadership skills while working with clients and health care team.
3. Participate in ongoing self-learning activities related to nursing profession.

Study system and executive regulations

The study system in this program follows the semester system, and the duration of study in this program is 8 levels of study. Additional courses in nursing, in addition to courses from the College of Sharia and Fundamentals of Religion, College of Human Sciences, College Languages and Translation, College of Computers and Information, College of Science, College of Pharmacy, College of Medicine, in addition to the internship year. All King Khalid University regulations regulating studies, tests, etc., by the university's requirements, apply to it.

Prerequisites for admission to Nursing Sciences program at the College of Nursing

1- Students should be of Saudi nationality or have a Saudi mother. If the applicant has a Saudi mother, he must send proof of this (the mother's national ID - a copy of the birth certificate - the family card) to the following email: sa.edu.kku@Reg

- 2- Obtaining a national identity
- 3- The applicant must not have been academically or disciplinary expelled from the university or any other Saudi university.
- 4- To be accepted into health colleges, the cumulative average in high school must not be less than 90% and the student must be a graduate of the current year.
- 5- Not more than five years must pass from the date of obtaining the high school diploma, noting that priority for admission is given to graduates of the most recent year.
- 6- For female students, the options will be presented to the admission center of the educational district from which the student graduated. If she wishes to change the admission center, this will be done before the process of submitting the admission application by providing the required documents.

Method of evaluation in Nursing Sciences program

- ✚ The evaluation process includes periodic and continuous evaluation and a final evaluation for each course.
- ✚ Continuous periodic evaluation of written and Midterm exams, skills exams, practical checklists, activities and assignments.
- ✚ The final evaluation of theoretical courses includes a final written exam and a final evaluation of practical courses.

No	Assessment task	Week Due		Percentage of Total Assessment Score	
	Task	Start	End	With practical	Only Theory
1	Quiz (Ttheory)			5 %	%10
2	theoretical Midterm exam			%20	%30
3	Assignment (Theory)			5 %	10%
4	Second Quiz (theory)				%10
5	Practical -Midterm Exam			20 %	N A
6	Care plan/Quiz			5 %	N A
7	Presentation/Assignment			5 %	N A
8	Final Practical Exam			%20	N A

No	Assessment task	Week Due		Percentage of Total Assessment Score	
		Task	Start	End	With practical
9	Final Theory Exam			%20	% 40
10	Total			100	100

(Characteristics of the graduates)

Graduates will be able to:

- ✚ Acquire knowledge, skills, competencies and values essential to the practice of professional nursing.
- ✚ Utilize cognitive, psychomotor and affective abilities to provide nursing care to individuals, families, groups and communities.
- ✚ Provide safe, competency-based nursing practice at the primary, secondary and tertiary levels.
- ✚ Use the nursing process as a systematic method of assisting clients to attain, regain and maintain a maximum functional health status.
- ✚ Provide a knowledge base necessary for their expanded role as leaders, communicators, educators and researchers.

Graduation requirements for a bachelor's degree

- The Bachelor's Degree in Nursing is granted after the student completes (130) credit hours during at least 4 academic years (eight-semester levels with a semester duration of 15 weeks, not including the registration periods and final exams).
- The student must also spend a mandatory training period (internship year) lasting one full year in hospitals and health centers in the Kingdom according to a training program approved by the college and under the joint supervision of the college and the health facility in which the training will take place. After successfully completing the internship period, the student is granted a bachelor's degree in Nursing Sciences.

- Training sites are chosen according to the educational objectives of the courses, which in total include training at different levels of care, primary health care in health centers and outpatient clinics, health care in general and specialized hospitals, as well as rehabilitative care in specialized health centers and institutions.

Faculty members and their assistants at the college

Department of Adult and advance care Nursing

N	Name	Rank	Specialty	Subspecialty
1	Dr. Shadia Hamoud Alshahrani	Assistant Prof.	Nursing	Medical-Surgical Nursing
2	Dr. Meshail Mushal Alalyani	Assistant Prof.	Nursing	Intensive Care Nursing
3	Raid Alqahtani	Teaching Assistant	Nursing	Nursing Administration
4	Husain Hassan Alqarni	Teaching Assistant	Nursing	Medical-Surgical Nursing
5	Abeer Ismail Alber	Teaching Assistant	Nursing	Medical-Surgical Nursing
6	Faisal Mohammed	Teaching Assistant	Nursing	Intensive care nursing
7	Rama Ramaiah	Associate Prof.	Nursing	Medical-Surgical Nursing
8	Rasha Alsaid Alsalm	Associate Prof.	Nursing	Medical-Surgical Nursing
9	Kalai Selvi	Lecturer	Nursing	Medical-Surgical Nursing
10	Manjula G B	Assistant Prof.	Nursing	Medical-Surgical Nursing
11	Dr. Mahmmud Maharma	Assistant Prof.	Nursing	Critical Care
12	Dr Haseena Thundiyl	Professor	Nursing	Medical-Surgical nursing

Department of Basic Nursing Care

N	Name	Rank	Specialty	Subspecialty
1	Raid Safi	Lecturer	Nursing	Nursing
2	Dr. Eva Lobel	Assistant prof.	Nursing	Nursing Administration
3	Hoda Garallah	Teaching Assistant	Nursing	Nursing
4	Yasser Alsofiani	Teaching Assistant	Nursing	Nursing
5	Ammar Sahwqi	Teaching Assistant	Nursing	Nursing

Department of Community and Mental Health Nursing

N	Name	Rank	Specialty	Subspecialty
1	Dr. Mohammed Abuadas	Assistant prof.	Nursing	Community Health Nursing
2	Dr. Mervat Mustafa Arab	Assistant prof.	Nursing	Community Health Nursing
3	Dr. Zainab Mohammed	Assistant prof.	Nursing	Psychiatric and Mental health Nursing
4	Dr. Premalata Paulsami	Associate Prof.	Nursing	Paediatric Nursing
5	Dr. Safaa Shattla	Associate Prof.	Nursing	Psychiatric and Mental health Nursing
6	Mr. Emad Husain	Lecturer	Nursing	Nursing Education
7	Asma Saad Ahmad	Teaching Assistant	Nursing	Maternity and New-borns Nursing
8	Fatima Ali Abdullah	Teaching Assistant	Nursing	Maternity and New-borns Nursing

Curriculum Study Plan Table

* Prerequisite – list course code numbers that are required prior to taking this course.

The curriculum of Bachelor of Bachelor of Nursing Sciences (130 Credit Hours)

First Year

Level I

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
ISLS 111	Islamic Culture I	2 (2 +0)		
ELC 019	General English & Medical terminology	6 (6 +0)		
ARAB 201	Arabic Language skills	2 (2 +0)		
	Total	10		

Level II

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
CHEM 110	Chemistry (Health sciences)	2 (1 +1)	ELC 019	

CHEM 111	Biochemistry (Health sciences)	3 (2 +1)	ELC 019	
PHS 102	Physics (Health sciences)	4 (3+1)	ELC 019	
Zo 105	Zoology (Health sciences)	4 (3 +1)	ELC 019	
MED 141	Basics of Biostatistics	1 (1 +0)	ELC 019	
	Total	14		

Second Year

Level III

Course code	Course Title	Credits (Theory+ Practice)	Prerequisite	Remarks
ISLS 112	Islamic Culture II	2 (2 +0)	-	
COMP 103	Computer	3 (2 +1)	-	
ANT 211	Anatomy	2 (1 +1)	ZO 105	Concurrent with NURS 211
PHY 223	Physiology	3 (2 +1)	ZO 105	Concurrent with NURS 211
NURS 211	Fundamental of Nursing I	6 (3 +3)		
NURS 212	Introduction & Bioethics in Nursing	2 (2 +0)		
	Total	18		

Level IV

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
ISLS 113	Islamic Culture III	2 (2 +0)	-	
ARAB 202	Arabic	2 (2 +0)	-	
PHA 336	Pharmacology	2 (2+0)	-	
221NURS	Fundamentals of Nursing II	6 (3 +3)	NURS 211	
MIC 212	Microbiology	4(3+1)	-	
MED 213	Applied Biostatistics	2 (1 +1)		
	Total	18		

Third Year

Level V

Course code	Course Title	Symbol	Credits (Theory+Practice)	Prerequisite	Remarks
ISLS 114	Islamic Culture IV		2 (2 +0)		
NURS 313	Medical surgical Nursing I		6 (3 +3)	NURS 211 & NURS 221	
NURS 314	Maternal and Neonatal Health Nursing		6 (3 +3)	-	
MED 326	Nutrition		2 (2 +0)	-	
NURS 315	Communication Skills and Health Education		2 (2 +0)	-	
	Total		18		

Level VI

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS321	Medical surgical Nursing II	6 (3 +3)	NURS 313	
NURS322	Pediatric Nursing	6 (3 +3)		
NURS323	Human Growth and Development	2(2 +0)		Concurrent with NURS 322
NURS324	Health Assessment	3 (1 +2)	NURS313	
	Total	17		

Fourth Year

Level VII

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS411	Psychiatric & Mental Health Nursing	6 (3 +3)	---	
NURS412	Introduction of Psychology	2 (2 +0)		Concurrent with NURS 411
NURS413	Introduction to Nursing Research	3 (3 +0)	-	
NURS414	Intensive care nursing	3 (1 +2)	NURS 313 & NURS 321	

NURS415	Primary Health Care Nursing	2 (2 +0)	-	
	Total	16		

Level VIII

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS421	Community health nursing	5(3 +2)	NURS 314 , NURS 322	
NURS422	Nursing Administration	5(3 +2)	-	
MED 434	Epidemiology	3(3 +0)	-	
MED 414	Infectious diseases	2(2+0)	-	
NURS423	Critical Care and Emergency Nursing	4(2 +2)	NURS 313 & NURS 321	
	Total	19		

Brief description of the nursing courses

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS 211	Fundamental of Nursing I	6 (3 +3)	

Brief description of the course:

This course aims to provide the students with the basic principles and various concepts of the nursing profession. The course is considered as an introductory course for other nursing courses.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS 212	Introduction & Bioethics in Nursing	2 (2 +0)		

Brief introduction to the course:

This course focuses on the history, values, codes, and principles that govern the practice of nursing. Bioethical issues are investigated and analyzed based on the perspective of nursing theory and nursing practice.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
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221NURS	Fundamentals of Nursing II	6 (3 +3)	NURS 211
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Brief introduction to the course:

This course aims to provide the students with the basic principles and various concepts of the nursing profession. It includes theories of wellness and illness, and often physiological, psychological, emotional, and social concepts necessary to the delivery of holistic nursing care through the utilization of the nursing process.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS 313	Medical surgical Nursing I		6 (3 +3)	NURS 211 & NURS 221

Brief introduction to the course:

This course focuses on the biopsychosocial responses to actual and high-risk conditions that affect an individual's functional health patterns. These conditions may be acute or chronic. The focus will be on alteration in selected functional health patterns such as fluid and electrolytes, vascular, respiratory, cardiac, oncology, and gastrointestinal systems.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS 314	Maternal and Neonatal Health Nursing		6 (3 +3)	-

Brief introduction to the course:

This course is focused on the care of the woman during pregnancy, labor, postpartum, immediate neonatal care & gynecological problems. This course is designed to prepare graduate nurses to be competent providers of antenatal care services, intrapartum care services, comprehensive nursing care during the puerperium, manage complaints and complications during pregnancy, labor, and postpartum, counsel mothers about family planning methods and apply comprehensive nursing intervention for women with gynecological problems.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS 315	Communication Skills and Health Education		2 (2 +0)	-

Brief introduction to the course:

This course is designed to introduce students to the theories and techniques of health education, motivation, learning/ teaching process, and behavioral change to individuals, families, and communities through the utilization of proper communication.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS321	Medical surgical Nursing II	6 (3 +3)	NURS 313	

Brief introduction to the course:

This course is a continuation of Medical Surgical nursing I (NURS 313) which is designed to provide students with knowledge about individual adult clients with common alterations in health status.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS322	Pediatric Nursing	6 (3 +3)		

Brief introduction to the course:

This course is designed to introduce nursing students to the basic knowledge, principles and skills of nursing care of children and their families. The course covers the health needs of healthy as well as sick children, taking into consideration the growth, developmental theories and their applications to a child's healthcare.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS323	Human Growth and Development	2(2 +0)		Concurrent with NURS 322

Brief introduction to the course:

This course provides students with basic knowledge about human growth and development, which enables them to understand and assess the normal process of human growth and development throughout the life cycle, as well as normal problems and needs during different stages of human life.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS324	Health Assessment	3 (1 +2)	NURS313	

Brief introduction to the course:

This course aims at providing students with the knowledge and skills required for assessment of an individual's health status during health and illness throughout their life cycle.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS411	Psychiatric & Mental Health Nursing	6 (3 +3)	---	

Brief introduction to the course:

The course provides the theoretical and practical bases for the care of psychiatric patients and the promotion and maintenance of the mental health of individuals at different age groups.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS412	Introduction of Psychology	2 (2 +0)		Concurrent with NURS 411

Brief introduction to the course:

General Psychology provides students with an overview of the field of psychology. The course will familiarize them with the basic terms and theories, as well as with some classic and recent research.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS413	Introduction to Nursing Research	3 (3 +0)	-	

Brief introduction to the course:

This course introduces basic research principles and steps to the student nurse. It also provides the students with the necessary knowledge related to research types and the different approaches in research. It emphasizes the importance of nursing research and the significance of research to the nursing practice.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS414	Intensive care nursing	3 (1 +2)	NURS 313 & NURS 321	

Brief introduction to the course:

This course focuses on the process of decision -making in managing the care of critically ill patients. Content will include educating and examining the responses of critically ill patients.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS415	Primary Health Care Nursing	2 (2 +0)	-	

Brief introduction to the course:

This course is designed to introduce nursing students to the basic principles of primary health care as applied to nursing practice. It concentrate on disease prevention, health promotion, and health for all strategies. It also includes the role of the nurse in disease prevention, health promotion of individuals, families and community.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
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NURS421	Community health nursing	5(3 +2)	NURS 314 , NURS 322	
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Brief introduction to the course:

The course provides theory essential to the assessment, planning, implementation and evaluation of the clients across the lifespan in the community's individuals, families, groups, and the community itself.

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS422	Nursing Administration	5(3 +2)	-	

Brief introduction to the course:

This course is designed to familiarize the students with the administration functions related to nursing care which includes planning, organizing, staffing, and directing (leading).

Course code	Course Title	Credits (Theory+Practice)	Prerequisite	Remarks
NURS423	Critical Care and Emergency Nursing	4(2 +2)	NURS 313 & NURS 321	

Brief introduction to the course:

This course provides the opportunity to increase knowledge and skills in the application of the nursing process to the care of patients in emergencies . The clinical experience will focus on nursing interventions appropriate to patients with various emergency problems.

Academic Affairs and Development

The Vice Deanship for Academic Affairs is concerned with everything related to the academic and educational aspects of the college, which derives from the philosophy, vision, mission and strategic objectives of the college that focus on quality education through the development of academic and training plans and programs in accordance under the standards of quality and academic excellence. Today, with educational development and attention to quality before quantity, the responsibility has become great for developing programs that take into account modern curricula and teaching methods, so that the college takes the position it deserves to build a knowledgeable society and a house of expertise at the local, regional and global levels.

The Vice Deanship for Academic Affairs and development is linked with

- Student Affairs.
- College registrar.
- Student activities.

- Exams.
- Educational affairs.
- Student rights.
- Clinical Affairs
- Development and quality unit
- Evaluation and Measurement Unit
- Academic Advising Unit.
- Educational Services Unit
- e-Learning unit
- Alumni Association

The main tasks of the Vice Deanship for Academic Educational Affairs are as follows:

- Supervising the academic and educational performance in the college.
- Supervising student activities (cultural, social, sports)
- Supervising the student rights functions of the advisory board.
- Supervising academic advising.
- Study and follow up of student cases.
- Supervising clinical affairs
- Supervising development and quality unit

Clinical Affairs

The Vice Deanship for Clinical Affairs is concerned with supervising the practical aspect to provide students with clinical skills related to the completion of the study plan in the departments of the college during the academic years. In addition, the Vice Deanship for Clinical Affairs is the authority authorized to supervise and follow up training and skills acquisition for students during clinical years and to coordinate with hospitals and health authorities inside and outside the Assir region, to prepare students to work in the various health sectors and to provide high-quality health care for the patient.

Duties:

- Counting the numbers of male and female students applying to study the internship (all academic departments)
- Follow up all results of applicants in cooperation with the Vice Deanship for Academic Affairs.
- Coordinating with all hospitals and medical centers throughout the Kingdom and providing admission for all male and female students to spend the compulsory internship period.
- Checking all financial accounts of all students and documenting them electronically.

- Forming a committee from all departments to follow up with the students after their distribution in the hospitals.
- Distribution of all regulations and tasks required to internship students.
- Visiting all hospitals in the Assir region to follow up with the students during the internship period.
- Overcoming all difficulties that might face the students.
- Issuing certificates of completion for all male and female students after completing the training period.

Field Training

The training period is the summary of the academic study and the stage of starting from theoretical education to continuous practical application in the training places, which may be the places of employment and work in the future. Indeed, some reputable health facilities focus on and scrutinize the training period more than focusing on the general rate and the final estimate, as some contact the training centers before accepting employment applications and ask about the extent of discipline, responsibility, and seriousness during the training period, because it is the real test and The practical realistic measure, not just the theoretical academic achievement rate. As the job is an applied work and not an abstract theoretical study. Based on that, the student must demonstrate professional ethics, the most important of which is honesty, as well as proficiency with the attendant seriousness, perseverance, sincerity, discipline, mutual respect, patience, and time commitment, these will guarantee that the student will obtain the best results and reflect an honorable image. His success and superiority are success and honor for his department, college, and university in general.

Manual Training

Field / Manual training is one of the most important methods of practical application for a university student, as it connects the student directly to the practices and applications of the labor market in entities directly related to the specialization, where students work in a specific period in one of the appropriate entities in the government or private sector. For specialization, which contributes to their gaining practical experience and developing communication and field work skills. Field training is an important opportunity for the male/female student to apply what he or she has learned theoretically by carrying out work, tasks, and activities that give him skills. He is also trained to interact with others and learn about the challenges of fieldwork and ways to deal with them.

The Department of Nursing Sciences at King Khalid University believes that the nursing profession is taking increasing responsibility for providing promotive, preventive, restorative and rehabilitative healthcare services, which contribute to the health and well-being of individuals, families and communities.

Following successful completion of the four years in the undergraduate nursing program, the student must spend 12 months of hospital & primary health care centers internship period in a recognized institution that can offer proper training areas to meet the objectives of the internship program.

This period of practical, managerial and theoretical experience will enable the trainee to acquire more competency and experience to perform as an independent nurse specialist (per Saudi Council for Health Specialties Accreditation) and as a first level nursing manager, and will enable him to adjust to the real practical life in different units in the hospital settings. By the successful completion of this internship period, the trainee is expected to fulfill the objectives of the program and will be awarded with proper certificate.

Field Training and Internship Unit:

The Field Training and Internship Unit specializes in preparing, organizing and providing the requirements of male and female students during practical training during the period of study and everything related to it in terms of systems, rules and general guidelines related to basic nursing skills and competencies to reach the highest level of quality in education. The unit is also specialized in excellence affairs, starting with the fulfillment of desires. Male and female students who undergo the internship period must communicate and coordinate with the training places in the private units and hospitals, and it ends with the issuance of certificates of passing to the male and female students for the internship period. The unit is also responsible for reviewing and updating the regulations for the internship period to keep pace with modern developments at the professional level.

Internship year: It is a compulsory training period and is considered an integral part of the program to achieve its mission. The student is not granted a graduation certificate until after successfully passing this year. Its duration is twelve months; starting at 3 weeks after the publishing of the final results of the fourth academic year .

Internship Student: Is a student who has completed the educational graduation requirements set by the College of Nursing and has obtained proof of this from the College (he will be referred to in the executive rules as the word “Honors Student”).

Duties and ethics of the nursing profession

Respecting the inherent relationship between patient and doctor

- Providing the highest level of medical services to preserve the patient’s health and prevent his exposure to serious complications.
- Providing medical service or nursing assistance to all patients; regardless of gender, color, religion, or race; It is a profession that sums up all the nuances and differences.
- Make the maximum possible effort during its performance; This is because the field of treatment in general relates to people’s souls that cannot tolerate the postponement or cancellation of the service, or

laxity during its provision. A real nurse exerts all his energies while working, and is also keen on the quality of service provided.

- The ability to work within a medical team, and show readiness to cooperate in times of emergency, or during the absence of medical staff.
- Informing the patient or his family of the nature of his health condition, and providing all available information about the necessary treatment, while not forcing the patient to receive treatment, and warning him of the health consequences if he refuses it.

Follow up on the patient's health condition with the supervising physician on a permanent basis, and avoid prescribing treatment or medication without prior permission from the specialist physician.

Dealing gently, politely, honestly and fairly with the patient; And not getting emotional when he engages in behavior that harms his health, and it is necessary to avoid looking at him during times of work pressure. This behavior would tarnish the reputation of the nurse and the health authority he works for, in addition to destroying the patient's morale and harming his dignity.

- Respecting the patient's independence and dignity
- Respect the values and capabilities of colleagues and other health practitioners.
- Justice in the distribution of health resources.
- Taking into account the general rules to be followed by the medical institution for which the nurse works.
- Wear the formal work uniform for nurses during work periods, including the night shift
- Maintaining the patient's personal or medical secrets, and not transmitting them to fellow patients or other nurses

Objectives of the training field

- Providing male/female students with practical and training experience before obtaining an academic qualification
- Students learn directly about the labor market and its requirements.
- Supporting aspects of the student's professional, applied and training practice.
- Training male/female students to assume responsibility, adhere to appointments, and respect regulations and laws.
- Training male/female students to work within work groups, and training them in the art of dealing with others.
- Enabling government and private agencies to identify the skills of male/female students and attract them for employment.

- Informing colleges of the requirements of the labor market, so that study plans are updated to meet the actual needs of the labor market.
- Enhancing cooperation and exchange of experiences between the university, colleges and training bodies.

The importance of compulsory field training

Completing the compulsory field training after completing the years of study allows the internship student to discover, experiment, gain professional experience, and consolidate the basic and necessary skills to help her build confidence, which qualifies her to work after graduation.

Philosophy of Internship Program

The internship program is an integral part of bachelor's degree requirement in the nursing sciences department, at King Khalid University and embraces the philosophy of the College. The internship program has the following beliefs & values:

To promote a high standard of safe, effective Nursing practices.

Emphasis should be on the application of knowledge and skills to the actual work environment. [Mastery learning assists interns in achieving an acceptable level of performance].

Nursing services, education, and research must collaborate to effectively solve problems and to facilitate goal attainment

Nursing personnel respect the individuality, dignity and rights of every person regardless of race, color, nationality, or social or economic status.

Internship Program Goals

1. To provide nursing students with an opportunity to strengthen and apply their knowledge and demonstrate competency in practical skills and procedures.
2. To facilitate the transition to a professional role.

Objectives

Upon completion of internship program, the professional nurse intern will:

1. Be acquainted with hospital policies and procedures.
2. Apply theoretical knowledge to various clinical settings.
3. Enhance effective communication skills and professional relationships with patients and members of the multidisciplinary health care providers.
4. Improve the ability to act independently and implement appropriate nursing intervention.
5. Utilize appropriate personnel and available resources in the total plan of patient care.
6. Contribute to providing a safe environment for patients, families and health care personnel.
7. Provide safety and organize quality patient care.

Skills to be acquired after the completion of internship year:

- Apply the scientific skills acquired while studying the nursing program, and refine nursing skills through practical application.
- Participate in nursing care plans using critical thinking skills.
- Training on the independence of making medical decisions in the field of specialization and dealing with them with professional competence.
- Commitment to nursing ethics.
- Training on teamwork for the health team, refining professional skills in line with the professional description, as well as training on seeking advice from those with more experience.
- Be informed of everything new in the field of nursing specialization, and develop reading and research skills.

Developing the trainee's communication skills with male and female colleagues and the rest of the health team, as well as patients and their families.

- Preparation for postgraduate specialization programs in the field of medical specialization.
- Active participation in community service by spreading health awareness among its members.

Target group:

Male and female students of the College of Nursing who meet the following conditions:

- * Successfully completing the requirements for the Bachelor of Nursing at the College of Nursing at King Khalid University or similar colleges at universities in the Kingdom of Saudi Arabia.
- * The internship trainee must obtain a valid Basic Life Support (BLS) certificate from an accredited training body before starting the training period .
- *Attend an infection control course.
- * Attending the Preparatory Orientation Program for one day at the College of Nursing. In the event of the trainee's absence, he is not entitled to start the training period until after passing it. In this case, his delay in starting the training is considered an interruption and will be repeated at the end of the field training period.

Job description for internship students

1. Receiving in-patients, preparing the rooms and beds and whatever their medical condition requires under the supervision of the department's nursing supervisor or her representative, according to her directives.
2. Assessing the needs of inpatients and providing comprehensive nursing care to patients at various stages of life, whether physical, psychological, or social, under the supervision of the department's nursing supervisor and according to her directives.
3. Preparing the patient, preparing the necessary equipment for the clinical examination, and assisting the doctor in the examination procedures.
4. Implementation of the objective treatment plan by the patients' medical and nursing staff under their supervision.

5. Passing with doctors and assisting them during their daily visits to patients.
6. Providing the necessary assistance to patients and protecting them from infection and injury.
7. Obtaining samples from patients to send to the laboratory for analysis with the specialized employee under their supervision.
8. Recording nursing notes on the forms designated for this purpose in the medical file (according to the health facility's systems)
9. Taking and recording the patient's vital signs and notifying the nursing supervisor of any important developments in the patient's condition.
10. Under the the nursing supervisor's guidance, observation on how to prepare intravenous fluids and record the quantity ordered by the specialist doctor.
11. Giving injections and other prescribed treatment according to the orders of the treating physician under their supervision.
12. Under the nursing supervisor's guidance, observation on how to inspect the medical equipment that is permanently available and ensure its suitability for use.
13. Supervising the preparation of patients before sending them for operations, as well as upon transfer or discharge from the hospital.
14. Supervising the implementation of medical procedures before and after the patient's death.
15. Applying general safety principles and rules while working.
16. Conduct handing over and taking over at the start and end of the shift.
17. Attending the clinical and administrative meetings of the ward according to the health facility's regulations.
18. Practicing modern scientific and practical skills for specialized units with modern devices and equipment under the supervision and guidance of the nursing supervisor or her representative.
19. Proficiently exercising the leadership role of planning - supervision - implementation - evaluation to reach the best level of success under the supervision and guidance of the nursing supervisor or her representative.
20. Under the guidance of nursing supervisor, observation of how to manage various individual and environmental problems and draw solutions to reach the best level.
21. Providing nursing services for critical cases and in special care units (resuscitation rooms - dialysis - cardiac intensive care unit) for all ages in cooperation with members of the healthcare team. Under the supervision and guidance of the nursing supervisor or her representative in the unit (according to the health facility's regulations)
22. Spread health awareness among patients and their families within the department in which he trains and help patients create a clean and infection-free environment.

23. Carrying out any other tasks assigned to her within her competence by the nursing supervisor.
24. Attend training sessions on time according to the schedule specified by the supervisor and behave appropriately.
25. Build a good relationship with supervisors.

Rules for adherence to the uniform for Internship students

- The official college uniform and the white coat bearing the university logo must be worn at all times of training in the hospital.
- The appearance of the hair must be decent and suitable for the profession. Long or curly hairstyles are not allowed. It is not allowed to wear hats. Likewise, the student is prohibited from wearing any Jewelry or decoration.
- Students must wear clean, ironed clothes.
- Students must wear their ID card on their outer clothing or hang it around the neck so that it is visible to everyone.
- Shoes must be appropriate for the place, as it is not permitted to wear sandals, flip-flops, or high-heeled shoes.
- Any additional rules regarding dress code must be followed as provided by the training centers

Authorized institutions for training during the internship period

Training takes place in the following hospitals

- Military Hospital in Khamis Mushait.
- Khamis Mushait General Hospital
- Aseer Central Hospital
- Ahad Rufaidah General Hospital.
- Abha Maternity and Children's Hospital in Mahalla
- Khamis Mushait Maternity and Children Hospital.
- Mental Health Hospital in Abha.
- Primary health care centers.

Training period:

Internship students are trained for a full training year, 12 months (52 weeks), at a rate of 5 days a week and 8 hours a day in the morning period. The training period is continuous and takes place in a place approved by the college administration, according to specific periods as follows:

- **Training in public hospitals: 26 weeks**
- **Training in obstetrics, gynecology and children's hospitals: 16 weeks**
- **Training in psychiatric and mental health hospital: 6 weeks**
- **Training in primary health care centers: 4 weeks**

The sections in which training takes place and the duration allocated for each section:

Internship students, both male and female, are trained in hospitals or in one of the locally recognized health institutions that achieve the training objectives. The training is as follows:

Collage	1week	Orientation program
6 weeks Wards 2 weeks Operation room	8 weeks	Surgical rotation
8 weeks Wards	8 weeks	Medical rotation
Emergency room	2 weeks	Hemodialysis
Different wards	2 weeks	Diabetes
2 weeks coronary care unit (CCU) 2 weeks intensive care unit (ICU)	4 weeks	Critical Care rotation
Obstetrics and Gynecology Department. Delivery room.	5 Weeks	Maternity rotation
Pediatric Surgery Department. Department of Pediatric Internal Medicine. Neonatal and premature unit - pediatric intensive care unit	6 Weeks	Pediatric rotation
4 weeks Wards 2 week outpatient clinics	6 weeks	Psychiatric rotation
Primary health care centers (PHCC)	4 weeks	Primary health care
ICU. CCU. BURNS ,OPERATION ROOM,ER,HEMODYLASIS	6 weeks	Elective area

Procedures for preparing students for compulsory field training:

- 1- Holding an introductory meeting for the college's trainee students regarding the importance and instructions of field training, explaining the forms to be filled out and the mechanism for evaluating the training and approving the results.
- 2- Giving lectures on infection control, personal safety, and stress management.
- 3- Determine methods of communication such as cell phone and e-mail with trainees.
- 4- Holding an introductory meeting for the hospital's trainee students about field training guidelines and instructions, various training sections, the training supervisors in each section, the attendance and departure mechanism.

Starting the internship year:

1. To begin training, the internship student must provide proof of completion of graduation requirements from the college from which he is graduated.
2. Fill out the franchise training application form.
3. Submitting a valid Basic Life Support Course (BLS) certificate from a training body accredited by the Saudi Heart Association.
4. Attending the infection control course provided by the General Directorate of Health Affairs.
5. Completing the required vaccinations according to the requirements of the college or the entity concerned with the training (the triple vaccine such as measles, mumps, and German measles), polio, diphtheria, whooping cough, chickenpox, seasonal influenza vaccine, and the hepatitis B vaccine series.
6. Complete examinations and blood tests for infectious diseases in sufficient time so that the college can inform hospitals and training bodies. Students may also need to prove that they are safe from tuberculosis, hepatitis B, and German measles.
7. The specified date for the start of the training year is the fourth week after the completion of the final exams and the announcement of the results, unless a decision is issued otherwise by the relevant college.

Rules and conditions for completing the compulsory field training program:

- 1- Compulsory field training is one of the basic stages of completing studies and obtaining a bachelor's degree.
- 2- The graduation certificate will not be granted without successfully completing the compulsory field training phase.
- 3- Successfully complete all compulsory and optional periods without violating professional ethics.
- 4- Passing the exam at the end of each training stage in order to measure the program's learning outcomes before granting a bachelor's degree
- 5- Obtaining an average of at least 60% as an evaluation in each training period.
- 6- The internship applicant does not have the right to change the place and period of training except after the approval of the college's training unit in accordance with the training plan for the internship period.

Instructions to be followed by the internship student:

- 1- Follow the regulations and rules of training places.
- 2- Adherence to the official uniform according to the instructions of the college and the training location.
- 3- Commitment to attendance and departure times.
- 4- Sign all nursing records three times.
- 5- It is absolutely forbidden to leave the training place during working hours except with prior permission from the direct manager.
- 6- Record everything related to the patient and write the complete conditions.
- 7- Adherence to the training schedule approved by those supervising the college.

- 8- The necessity of cooperation with members of the health team.
- 9- If the patient refuses to perform any important procedure, he must be persuaded, and in the event of his complete refusal, the doctor or supervisor must be informed.
- 10- Respect the healthcare team with its various experiences in the place, regardless of academic qualification.
- 11- Adherence to work hours, entry and exit from the training place, and rest periods during working hours according to the rules of the training place, informing the supervisor, and handing over patients before the rest period begins.
- 12- Maintaining the cleanliness of the dressing room.
- 13- Not sleeping during working hours.
- 14- Follow the doctor's instructions regarding the job description for internship students
- 15- Follow instructions regarding sick leave.
- 16- Contacting the faculty members and supervisors in the event of any emergency or problem.
- 17- Follow the medical instructions written on the patient's medical order sheet.
- 18- Always keep your identification card as a privilege student and present it upon request.
- 19- Knowing the signing locations and the administrations for each training location.
- 20- Following lines of authority when any problem occurs.
- 21- Adherence to the distribution schedule among the various training locations, and no attempt is made to amend it except in cases of extreme necessity and with the approval of the College Council.
- 22- Commitment to bring a daily performance record booklet so that technical skills can be evaluated and signed by the responsible training supervisor at the training location.

Internship rights:

1. Provide an appropriate educational training environment.
2. Training under qualified educational supervision.
3. Attending conferences and seminars according to leave systems.
4. Obtaining a monthly excellence bonus according to the regulations of the Ministry of Education.
5. Conduct evaluation for each course or training stage.
6. Find out the evaluation after each course or training stage, discuss , and raise an objection if he/she does not accept the evaluation for a specific training period.
7. Obtaining leave according to the regulations.
8. Possibility of interruption or postponement of training

Procedures to reduce risks in training sites:

- 1- Conduct a medical examination upon joining the training.
- 2- Giving vaccines against some diseases such as hepatitis B

- 3- Holding a workshop on infection control and occupational safety.
- 4- Adherence to all occupational safety conditions at work which is set by the administration.
- 5- Wear personal protective equipment while working.

Development

Prophet Muhammad, peace and blessings of God be upon him, said: (God loves if one of you does a job that he does it well). In light of the continuous support of the Government of the Kingdom of Saudi Arabia for science, based on the vision of the Kingdom 2030 and its strategic goals, the Vice Deanship for Development and Quality is committed to spreading and consolidating the culture of quality operations, ensuring and affirming them in all the college's systems, activities, and practices.

The Vice Deanship for Development and Quality is keen to spread and consolidate the continuous development process in all the academic and administrative operations of the College.

In addition, the deanship seeks with all its employees to raise the outputs of teaching and learning in line with the requirements and changes of the modern era considering the effective educational system based on the vision, mission, and objectives of the strategic and operational plan of King Khalid University and the College of Applied Medical Sciences, Khamis Mushait.

The deanship adopts continuous improvement of the internal review process for academic departments through ongoing follow-up of periodic reports from educational programs based on evidence, performance indicators, and benchmarking to ensure a rapid response to path correction and performance improvement. Accordingly, this will allow for achieving the satisfaction and expectations of beneficiaries of services and the outputs of the college, and God is the guardian of success.

It is linked to the Vice Deanship for Development and Quality:

Development and Quality Unit

The Development and Quality Unit is linked to the Vice Dean for Development and Quality to make the college in the ranks of scientific and practical health colleges at the national and international levels. (Development and Quality Unit)

Evaluation and Measurement Unit:

The evaluation and Measurement Unit is concerned with activating and following up the implementation of the tasks of the Measurement and Evaluation Center based on clarity in the vision and the development of practices based on procedural definitions of those tasks according to a system of values that govern the measurement and evaluation process in general and the academic university, in particular, to achieve development and quality requirements and provide evidence-based information to decision-makers. (Evaluation and Measurement Unit)

Alumni Association: The association targets college graduates and aims to strengthen the relationship of graduates with the university, provide a platform to raise their issues and aspirations, involve them in the university's various events and activities, take advantage of the facilities and services provided by the university in using its scientific and cultural facilities, and work to develop their capabilities and train them to qualify for the labor market. (Alumni Association)

Committees

Development and Quality Committee

Plans and Curriculum Committee

Community Service Committee

College Facilities

College Facilities (Male Section)

Building	floor	Facilities
Building A	Ground floor	Class Rooms supervisor, eLearning lab, Computer lab, Classrooms, Prayer hall, Cafeteria
	First floor	Deanship of the College, Vice Deanships of the College, Director of Administration, Department of Public Health Department of Anesthesia, Department of Emergency Medical Services, College Registrar, College Library, Administrative Communications
Building B	Ground floor	Laboratories of the Anesthesia Department, Laboratories of the Public Health Department, Laboratories of the Emergency Medical Services Department
	First floor	Dental Technology Laboratories
Building C	Ground floor	The theater, Student Club
	First floor	Theater Console
Building D	Ground floor	College lounge
	First floor	Gymnasium, Student lounge

College Facilities (Female Section)

Building	Facilities
Building A	Teaching Staff Offices, College of Applied Medical Sciences Administration
Building B	Teaching Staff Offices, Nursing Collage Administration
Building C	Classrooms, e-Learning Lab, Cooperative Library
Building D	Classrooms
Building E	<u>Nursing Laboratories</u> E. 1.1 medical surgical nursing lab E.1.6 _ pediatric lab E.1.3 _ intensive care nursing E.2.1 _ Emergency and critical care nursing E.2.7 _Nursing foundations E.2.8_ maternity nursing
Building F	Classrooms, Computers Lab
Building G	Classrooms
Building H	Public Health Laboratories
Building I	Theater
Building J	Cafeteria
Building K	Nursing lab
Building L	Foundation Year Lab
Building M	Library, Clinic
Building N	Prayer hall

College Library

General instructions within the central library and branch libraries



General instructions:

- We welcome you to the Central Library, wish you a successful university life, and we would like to explain to you some general instructions within the Central Library. Note that the library staff is fully prepared to assist you and meet your requests. We wish you will cooperate with the library staff to maintain and upgrade your library for the better.
- It is forbidden to read aloud.
- Maintain order calm, and adhere to the instructions and instructions of the Central Library.
- It is forbidden to use mobile communication devices (mobile) in the library, and users must put the devices in a silent mode to maintain calm.
- Eating and drinking inside the library are strictly prohibited.
- Smoking is strictly prohibited inside the library.
- Visitors are not allowed to bring their belongings and bags into the library hall; instead, they are placed in the designated locker room.
- The library is open from eight-thirty in the morning until two-thirty in the afternoon. In the evening, from two-thirty to eight-thirty
- All guiding and reference procedures are provided to the beneficiaries. Their questions and inquiries are answered without discrimination to improve performance and benefit from the available sources of information.
- Do not return books to shelves after you have finished using them.

- It is strictly forbidden to take any book or reference from its place and return it to another site, and the detector will identify this.
- When a library book is loaned out, it must be returned to the library before the end of loan period .
- It is allowed to renew the lending of books for a second borrowing period as needed. The renewal is done only by bringing the books to be renewed for the officer to inform the student that it is possible to continue them or restore them.
- It is strictly forbidden to borrow or take out the following library materials from the library:
 1. The reviewer
 2. Periodicals
 3. Bookshelf booking
 4. University Theses
- Only photocopying of these materials is permitted through the camera in the library and by the instructions for using this equipment.
- Books should be preserved and not written on, torn, or lost.
- The library's office materials, equipment, and furniture holdings must be preserved and not tampered with any behavior that may lead to its sabotage. It is also strictly forbidden to move chairs from one table to another, and it is not permitted to transfer tables from their place.
- Complete calm and cleanliness must be maintained within the library.
- It is strictly forbidden to bring personal belongings, food, and drinks, into the library. Personal belongings must be left in the lockers designated for this outside the library.
- It is allowed to use (personal) laptop computers for study purposes only, and any other use is prohibited. The devices available in the library are only for research or scientific use of the Internet.
- The library bulletin board and bulletin boards inside the university must be constantly monitored, as you may find in them what is helpful to you or any instructions or announcements issued by the library.
- Feel free to ask or ask the library staff about anything related to books, the library's computerized search program, the use of a photocopier, or anything else.
- All provisions of these instructions must be adhered to, and the library staff's directives and regulations must be adhered to. Anyone who violates this exposes himself to accountability and punishment.
- Cameras monitor the library in all departments.
- The library staff is always at your service.

Borrowing Instructions:

- It is not permissible to renew borrowing of any book if it is required for one or more persons; in this case, priority is taken into account in lending this book, and new books may not be lent to beneficiaries if they have late books in their possession.
- References and periodicals may not be lent.
- The books placed on the reservation shelf are borrowed for one day only, and the library organizes the process of using them during working hours.
- Afternoon borrowing begins half an hour before the end of the official working hours of the library and ends an hour after the start of the next day's work.

Lend Categories:

First category: (faculty members)

Number of books allowed to be borrowed -15 books

The lending period is a maximum of 45 days

Category Two: (Postgraduate Students)

Number of books allowed to be borrowed -10 books

The lending period is a maximum of 30 days

Third Category: (University Undergraduate Students)

Number of books allowed to be borrowed- 5 books

The lending period is a maximum of (-15 days

Fourth Category: (University Employees)

Number of books allowed to be borrowed- 4 books

The lending period is a maximum of 15 days

Fifth category: (beneficiaries from outside the university)

Number of books allowed to be borrowed- 3 books

The lending period is a maximum of 15 days

Electronic library

Electronic library services:

The Deanship of Library Affairs provides many manuals and self-service services, including:

- Establishing rules that regulate internal and external borrowing of books and scientific references.
- Receiving visitors and researchers and providing all office services.
- Publication of the library's bibliography for easy internal search.
- Preparing the unified index of the library holdings of the central library and branch libraries.
- The use of advanced technology in the field of libraries "Symphony System".

- Collecting and receiving the approved university theses for the master's and doctoral degrees by submitting a hard copy and sending a PDF copy to the "digital repository email" located on the home page of the Deanship of Library Affairs website in the "University Theses" icon.
- Recording the data of those visiting the library and preparing the necessary reports.
- Helping visitors and researchers to use databases and advanced search in the central library systems to quickly obtain library information.
- Training the librarians at the Central Library and college libraries on the good use of advanced technology, quality control, and the introduction of library holdings on the Symphony system.
- Manual and automatic lend, renewal and return.

Electronic Library System (SYMPHONY):

It is an integrated library management system

- It contains all the technical, and administrative processes of supplying, recording, categorizing, indexing, lending, controlling periodicals, and searching.
- Bilingual and compatible with the Marc format that complies with Anglo-American cataloging rules.
- The ability to search through the Internet.
- The ability to scale and to link to other systems through the network
- Work with any computer network regardless of the computers used.

The most important university links to students at the College of Nursing in Khamis Mushait

1- Regulations for study and examinations for the undergraduate stage and executive rules at King Khalid University

<https://nursingkh.kku.edu.sa/index.php/ar/node/243>

2- Student guide at the College of Nursing, King Khalid University

<https://nursingkh.kku.edu.sa/index.php/ar/node/243>

3- Guide to Student Rights and Duties at King Khalid University:

<https://nursingkh.kku.edu.sa/index.php/ar/node/243>

Prepared By:

1. Mr : Yahya Alfaifi
2. Dr. Mervat Moustafa

Approved by:

College of Nursing in Khamis Mushait Council

Reference No. 5/2/45

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