

Appendix E-1
**Nebraska Methodist College
Department of Nursing
BSN Student Team**

Communication Tool

The Nebraska Methodist College BSN Admissions and Advancement Team wishes to encourage students to bring forward their suggestions or concerns for discussion. The Department of Nursing is committed to students and wants to hear from you.

Please use this tool to submit your suggestions and/or concerns. Depending on the nature of the suggestion and/or concern, your submission may be forwarded to another, more appropriate team/committee or individual for consideration. You may be invited to engage in an open dialogue about your suggestion or concern.

Your suggestion and/or concern will be treated with respect. Each communication tool received will be reviewed with regard to the most appropriate action to take in order to meet the interests of all involved.

The form is to be submitted to Dr. Linda Hughes, Director of the Undergraduate Nursing Programs, and it will be reviewed or forwarded to the appropriate party.

(May be sent via interoffice mail or email as an attachment)

Date Submitted _____

Student(s) Name(s): _____

Contact information: _____

Suggestion and/or concern: *Please provide by completing the back side of the form -->*

.....
Lower portion to be completed by the Department of Nursing

Team/Committee or Individual responsible for responding to the suggestion and/or concern: _____

Date of Action: _____

Response to Student(s): *Provide details of discussion and or actions taken and responses to student(s).*

*Effective 8/07
Revised 7/09, 8/10, 7/11
Reviewed 8/08, 8/09,*

IDENTIFY THE PROBLEM OR SUGGESTION (BE SPECIFIC)



**THEN, PUT YOURSELF IN THEIR SHOES....
WHAT ARE SOME OPTIONS TO SOLVING THE PROBLEM
OR IMPLEMENTING YOUR SUGGESTION?**



<u>WHAT ARE YOUR INTERESTS??</u>	<u>WHAT ARE THEIR INTERESTS??</u>
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____
6. _____	6. _____
7. _____	7. _____

1.

2.

3.

Effective/07

Revised 7/09,

Reviewed 8/07, 8/08, 8/10, 7/11