

Oklahoma Board of Nursing  
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Reports Submitted from Nursing Education Programs  
on NCLEX Pass Rate and Program Completion Rate Report Guidelines

- I. Purpose: To establish guidelines for the submission of Pass Rate and Program Completion Rate Reports from nursing education programs to the Board.
- II. Pass Rate Reports are required when the first-time NCLEX writers pass rate falls ten (10) percentage points or more below the national average and at least ten candidates wrote the examination (based on a calendar year). [OAC 485:10-3-5(4)]
  - A. The format of the report shall be as follows:
    1. A brief description of the nursing education program;
    2. Degree plan;
    3. NCLEX pass rates and completion rates for last five years;
    4. Numbers of applicants, admissions, and graduates for last five years;
    5. Summary of admission and progression standards and policies, including criteria for admission and methods used to evaluate student achievement in the program to include, but not limited to:
      - a. Comprehensive review of factors that may have impacted the pass for the calendar year; and
      - b. An analysis of results of the review, including factors identified by the faculty as most likely to have contributed to the drop in the pass rate;
    6. A plan of action, including specific strategies and timelines for implementation;
    7. A plan for evaluation of effectiveness of the action plan, including outcome, timelines and methods of measurement; and
    8. Presentation of relevant statistical data related to NCLEX pass rate, including but not limited to a comparison of data on students\* successful in the program and on the NCLEX examination vs. those not successful, in each of the following areas:
      - a. Admission scores;
      - b. Pre-admission grade point average;
      - c. Grade point average earned in nursing coursework;
      - d. Scores earned on progression and/or NCLEX predictor examinations used by the program; and
      - e. Other data deemed relevant by the faculty.

\*Student identities should not be disclosed

Board Approved: 1/30/02

OBN Policy/Guidelines #E-07

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- III. “A completion rate report is required when the completion rate average is less than 70% for the most recent three (3) annual report years. Program completion rate shall be calculated as 200% of the program length as defined by selective admission to the nursing program’s first nursing course. Admission is defined as the grade of the first nursing course that is transcribed with a letter grade of A, B, C, D, or F, which are used to calculate the grade point average. Individual exceptions to the calculation of completion rate include death, military, and peace corp” [OAC 485:10-3-5 (5)].
- A. The format for the completion rate report shall be as follows:
1. A brief description of the nursing education program;
  2. Degree plan;
  3. NCLEX pass rates and completion rates for last five years;
  4. Numbers of applicants, admissions, and graduates for last five years;
  5. Summary of admission and progression standards and policies, including criteria for admission and methods used to evaluate student achievement in the program to include, but not limited to:
    - a. Comprehensive review of factors that may have impacted the completion rate for the calendar year; and
    - b. An analysis of results of the review, including factors identified by the faculty as most likely to have contributed to the drop in the completion rate;
  6. A plan of action, including specific strategies and timelines for implementation; and
  7. A plan for evaluation of effectiveness of the action plan, including outcome, timelines and methods of measurement.
- IV. The Pass Rate and Completion Rate Reports provided by the program shall provide evidence of faculty involvement in the review and development of the plan. The pass rate, and completion rate reports shall be limited to ten (10), single-sided pages, with at least a one inch margin, no less than 1.5 line spacing and no less than an 11 point font size [OAC 485:10-3-5 (6)]. If a program is ordered to complete both reports, the report length is limited to twenty (20), single-sided pages.
- V. Regulatory Authority: OAC 485:10-3-5