

# Nurse Paralegal Certificate Program

*Division of Social Sciences— Curriculum Code: 3210  
Will Earn Upon Program Completion: Nurse Paralegal Certificate*

## **Why become a Nurse Paralegal?**

Corporations, law firms, insurance companies, HMOs, risk management groups, government agencies, and hospitals are seeking qualified personnel trained in medicine and the law. This program offers paralegal education and training to nurses who are RNs and who wish to be involved in the legal profession as legal nurse consultants or nurse paralegals.

## **Are there any requirements I must satisfy before I start taking courses in the program?**

The program is open to registered nurses with an Associate Degree who have at least two years of nursing experience. Diploma school nurses must also have two years of nursing experience and may be admitted upon review of transcripts.

## **How long will it take for me to complete this certificate?**

You may complete the certificate in one year by taking two to three courses in each of the fall, spring, and summer semesters.

## **Where should I direct specific questions about this program?**

Contact the Division at (973) 877-3250.

## **Upon completion of this program, graduates will be able to:**

- ◆ Demonstrate knowledge of the history and evolution of the Nurse Paralegal profession;
- ◆ Explain the role of the Nurse Paralegal in the legal environment;
- ◆ Demonstrate knowledge of the American legal system;
- ◆ Demonstrate knowledge of medical/legal ethics;
- ◆ Demonstrate knowledge of the applicable substantive principles of law;
- ◆ Explain legal principles in both oral and written form;
- ◆ Demonstrate an ability to access, locate, and research the law by both traditional and electronic methods;
- ◆ Demonstrate an understanding of the litigation process and the role of the Nurse Paralegal; and
- ◆ Demonstrate knowledge of the business and marketing principles of an independent Nurse Paralegal practitioner.

Note: The Nurse Paralegal Program prepares students to work under the supervision of an attorney. A paralegal may not engage in the unauthorized practice of law. Only attorneys can provide legal services directly to the public.

## Nurse Paralegal – Certificate Program

<p><b>GENERAL EDUCATION REQUIREMENTS:</b> None</p> <p><b>MAJOR COURSE REQUIREMENTS: (21 credits)</b></p> <table style="width: 100%; border: none;"> <tr><td>PLS 102</td><td>Legal Research &amp; Writing</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 105</td><td>Torts</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 108</td><td>Introduction to Nurse Paralegalism</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 202</td><td>Advanced Legal Research and Writing</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 205</td><td>Administrative Law</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 206</td><td>Litigation Procedures</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 211</td><td>Medical Legal Ethics</td><td style="text-align: right;">3</td></tr> </table> <p><b>ADDITIONAL REQUIREMENTS:</b></p> <p>To enter this program, you need at least an Associate Degree in Nursing and be able to demonstrate that you have met the general education requirements of Essex County College. You also need at least two years of nursing experience.</p> <p><b>Total Credits Required for Certificate</b> <span style="float: right;"><b>21</b></span></p>	PLS 102	Legal Research & Writing	3	PLS 105	Torts	3	PLS 108	Introduction to Nurse Paralegalism	3	PLS 202	Advanced Legal Research and Writing	3	PLS 205	Administrative Law	3	PLS 206	Litigation Procedures	3	PLS 211	Medical Legal Ethics	3	<p><b>RECOMMENDED SEQUENCE OF COURSES:*</b></p> <table style="width: 100%; border: none;"> <tr><td>PLS 108</td><td>Introduction to Nurse Paralegalism</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 102</td><td>Legal Research &amp; Writing</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 105</td><td>Torts</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 202</td><td>Advanced Legal Research and Writing</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 205</td><td>Administrative Law</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 206</td><td>Litigation Procedures</td><td style="text-align: right;">3</td></tr> <tr><td>PLS 211</td><td>Medical Legal Ethics</td><td style="text-align: right;">3</td></tr> </table>	PLS 108	Introduction to Nurse Paralegalism	3	PLS 102	Legal Research & Writing	3	PLS 105	Torts	3	PLS 202	Advanced Legal Research and Writing	3	PLS 205	Administrative Law	3	PLS 206	Litigation Procedures	3	PLS 211	Medical Legal Ethics	3
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**\*NOTE:** This plan assumes the completion of all required developmental courses in reading, writing, and mathematics as well as other pre- and co-requisites for some of the courses, as listed in the Course Descriptions section.