

SECTION 3

3. MASTER OF ANESTHESIOLOGY EDUCATION

This policy is MAE Program specific and supersedes all other School of Education and Gonzaga graduate student academic policies.

3.1. This program is designed for registered nurses who wish to assume a leadership role within the profession of nurse anesthesia. In addition to preparing students to be skilled nurse anesthesia practitioners, it is the goal of the program to nurture and develop innovative, creative professional leaders who are prepared to design and teach in preparatory and continuing educational programs.

3.2. ADMISSIONS

3.2.1. MINIMUM REQUIREMENTS

3.2.1.1. The admission requirements are listed in this *Manual*, Section 1.5, and the following:

- 3.2.1.1.1. A written statement addressing the applicant's preparation for and expectations of a career in nurse anesthesia.
- 3.2.1.1.2. Two letters of recommendation (one from an immediate supervisor, and one from a nurse or M.D. with whom the applicant is working) sent directly from the recommending persons to the SOE Graduate Admission office using the confidential recommendation forms (see appendix or SOE website: www.gonzaga.edu).
- 3.2.1.1.3. Official Graduate Records Exam (GRE) test scores at the 25th percentile or higher, taken within the past five years. This requirement will not be waived for applicants with an advanced degree. Test scores below the 25th percentile may be accepted if other qualifying criteria support admission.
- 3.2.1.1.4. Professional Resume.
- 3.2.1.1.5. Photocopy of applicant's current registered nurse license.

3.2.2. PREREQUISITES

Applicant must be a registered nurse with a baccalaureate degree in nursing or an equivalent degree as determined by the program director at Gonzaga University. The following science courses are prerequisite to interview: Chemistry, biochemistry, biology, microbiology, physiology, pathophysiology, and anatomy. Prior to the application deadline, applicants must have a minimum of two years experience as a registered nurse, with at least one of those years full time in a critical care setting with two years preferred. General ICU, adult specialty ICU, and coronary care are examples of acceptable critical care experience. The required competencies are management of patients on ventilators, vasoactive drugs, invasive monitors, and long-term

bedside assessment of critically ill patients. A cumulative grade point average of 3.2 on a 4.0 scale is required. Evidence of CCRN certification is required.

3.2.3. ADMISSION PROCESS

- 3.2.3.1. Program faculty review applications to determine qualified applicants. These applicants are then scheduled an interview with a committee consisting of program faculty.
- 3.2.3.2. The MAE Admissions Committee will determine admission into the program. Determination is made using weighted, numerical criteria. Applicants participate in a series of three, half hour interviews. The interview team consisting of 5 program faculty and one student is divided into three groups so that each applicant is interviewed by all six members. Determination is made by the five faculty members with input from the student member.
- 3.2.3.3. The selection is based on a review of all submitted documents as well as the performance in the personal interview according to the following criteria:
 - Motivation
 - Practical thinking
 - Critical care nursing knowledge
 - Stress management strategies
 - Support
 - Independence/initiative
- 3.2.3.4. Classes are usually limited to eight students each year. Selection is made in February for the class entering the following January. One alternate is selected; if not used as an alternate, he/she is automatically placed in the class entering the following year. Additional applicants may be waitlisted, but will not be guaranteed placement.
- 3.2.3.5. Selected students or alternates who do not accept available positions forfeit their positions.
- 3.2.3.6. Under no circumstances are selections made more than two years in advance of entering the program.
- 3.2.3.7. Students who meet basic qualifications, but are not selected, may reapply the following year Transcripts will be kept for one year and need not be resubmitted.
- 3.2.3.8. The Dean of the School of Education will notify all applicants by letter as to the decision of admittance. Dan, does the Dean notify applicants who do not get an interview? This has been a gap in the past. Good idea. Let's put that in place.

3.2.4. APPEAL PROCESS

Applicants denied acceptance may appeal this decision by following the appeal process outlined in Section 1.20 of this *Manual*.

3.3. ASSESSMENT LEVELS

- 3.3.1. The Master of Anesthesiology Education program, herein referred to as MAE, is a 28-month program beginning yearly in January. During the first year, the

- program introduces students to the basic theoretical knowledge and skills necessary to both anesthesia and education. The first semester is primarily didactic. The second semester continues the process of integration of theory and practice. By the end of the program, clinical experiences will include general and regional anesthesia for general surgery and clinical specialties such as ENT, neurosurgery, vascular surgery, open heart, renal transplantation, and obstetrics. Second year students have the option of one or both rotations to the Spokane VAMC and Pullman Memorial Hospital. Specialty rotations begin in the second clinical year and students also assume greater responsibility through rotations to the evening shift and Saturdays for trauma and call-type experience.
- 3.3.2. Along with the acquisition of anesthesia knowledge and skills, the first year will provide students with knowledge and skills related to learning and teaching for the adult learner. Second year students begin exploring issues in professional leadership as well as integrating the theory and practice of teaching.
- 3.3.3. Students are encouraged to reach beyond what is expected. Pervasive throughout the program is the expectation of excellence. Theoretical knowledge and practical skills in both anesthesia and education are basic expectations. Students are encouraged to explore the profession through research, ethical and legal studies, and leadership training seminars.
- 3.3.4. Students must demonstrate to MAE program satisfaction that prior to graduating they have acquired knowledge, skills, and competencies in patient safety, perianesthetic management, critical thinking, communication, and the professional role.
- Patient safety is demonstrated by the ability of the graduate to:
- 3.3.4.1. Be vigilant in the delivery of patient care
- 3.3.4.2. Protect patients from iatrogenic complications.
- 3.3.4.3. Participate in the positioning of patients to prevent injury.
- 3.3.4.4. Conduct a comprehensive and appropriate equipment check.
- 3.3.4.5. Utilize standard precautions and appropriate infection control measures.
- Individualized perianesthetic management is demonstrated by the ability of the graduate to:
- 3.3.4.6. Provide care throughout the perianesthetic continuum.
- 3.3.4.7. Use a variety of current anesthesia techniques, agents, adjunctive drugs, and equipment while providing anesthesia.
- 3.3.4.8. Administer general anesthesia to patients of all ages and physical conditions for a variety of surgical and medically related procedures.
- 3.3.4.9. Provide anesthesia services to patients, including trauma and emergency cases.
- 3.3.4.10. Administer and manage a variety of regional anesthetics.
- 3.3.4.11. Function as a resource person for airway and ventilatory management of patients
- 3.3.4.12. Possess current advanced cardiac life support (ACLS) recognition.
- 3.3.4.13. Possess current pediatric advanced life support (PALS) recognition.

- 3.3.4.14. Deliver culturally competent perianesthetic care throughout the anesthesia experience.
- Critical thinking is demonstrated by the graduate's ability to:
- 3.3.4.15. Apply theory to practice in decision-making and problem solving.
 - 3.3.4.16. Provide nurse anesthesia care based on sound principles and research evidence.
 - 3.3.4.17. Perform a preanesthetic assessment and formulate an anesthesia care plan for patients to whom they are assigned to administer anesthesia.
 - 3.3.4.18. Identify and take appropriate action when confronted with anesthetic equipment-related malfunctions.
 - 3.3.4.19. Interpret and utilize data obtained from noninvasive and invasive monitoring modalities.
 - 3.3.4.20. Calculate, initiate, and manage fluid and blood component therapy.
 - 3.3.4.21. Recognize and appropriately respond to anesthetic complications that occur during the perianesthetic period.
 - 3.3.4.22. Pass the National Board for Certification and Recertification (NBCRNA) certification examination in accordance with their policies and procedures.
- Communication skills are demonstrated by the graduate's ability to:
- 3.3.4.23. Effectively communicate with all individuals in influencing patient care.
 - 3.3.4.24. Utilize appropriate verbal, nonverbal, and written communication in the delivery of perianesthetic care.
- Professional role is demonstrated by the graduate's ability to:
- 3.3.4.25. Participate in activities that improve anesthesia care
 - 3.3.4.26. Function within appropriate legal requirements as a registered professional nurse, accepting responsibility and accountability for his or her practice.
 - 3.3.4.27. Interact of a professional level with integrity.
 - 3.3.4.28. Teach others
 - 3.3.4.29. Participate in continuing education activities to acquire new knowledge and improve his or her practice.

3.4. MINIMUM EDUCATION COMPETENCIES

- 3.4.1. By the end of the program, students will be able to:
 - 3.4.1.1. Integrate the chemistry and pharmacology of anesthesia and adjunct drugs and discuss pharmacokinetics and pharmacodynamics of the drugs.
 - 3.4.1.2. Recognize chemical structures of anesthesia and adjunct drugs and make lateral applications based upon drug profiles and kinetics.
 - 3.4.1.3. Discuss the normal physiology and anatomy of the central nervous system, respiratory system, cardiac/circulatory system, renal system, endocrine system, and digestive system.
 - 3.4.1.4. Identify and explain the pathophysiologic conditions that occur in systems and make application in the administration of anesthesia.

- 3.4.1.5. Discuss the special considerations, anatomical and physiologic difference in neonates, infants, and children and apply the information in the administration of anesthesia to infants and children.
- 3.4.1.6. Discuss the normal physiologic changes of pregnancy, the physiologic changes in disease/high risk states in pregnancy, and apply the information in the administration of anesthesia to the parturient for delivery and surgical conditions not resulting in delivery.
- 3.4.1.7. Explain the pathophysiology of common congenital heart diseases, coronary artery disease, and adult valvular heart disease.
- 3.4.1.8. Develop anesthesia care plans and administer anesthesia for open heart procedures, closed heart procedures, and anesthesia for the cardiac patient having noncardiac surgery, applying physiological and pharmacological principles.
- 3.4.1.9. Identify the special considerations, physiologic and pharmacologic profile changes of the geriatric (chronologic or physiologic) patient.
- 3.4.1.10. Identify the anatomy necessary to safely administer regional anesthesia (lumbar epidural, caudal, subarachnoid, IV regional and peripheral nerve blocks).
- 3.4.1.11. Develop care plans for regional anesthesia and combined general and regional anesthesia applying physiological and pharmacological principles.
- 3.4.1.12. Discuss theories and issues related to the adult learner.
- 3.4.1.13. Evaluate his/her own place in the process of learning including such factors as learning styles, developmental stages, attitudes and preferences.
- 3.4.1.14. Design and conduct a research project.
- 3.4.1.15. Analyze and discuss the various components of organizational leadership including leadership styles, communication and planning.
- 3.4.1.16. Analyze and critique a variety of ethical issues related to anesthesia and the medical setting.
- 3.4.1.17. Prepare and teach classes within the hospital and community.
- 3.4.1.18. Present a personal position integrating the professional role and practice of leadership as a nurse anesthetist educator.

3.5. HIGHLIGHTED POLICIES AND PROCEDURES

3.5.1. CLINICAL EXPERIENCE

- 3.5.1.1. Observation days are scheduled during the first semester to acquaint the student with the operating theater and techniques used.
- 3.5.1.2. The first semester is didactic with clinical labs. Anesthesia training in the operative theater will begin during the second semester. First semester students gain clinical experience starting IV's in the surgery admit unit.

3.5.2. ATTENDANCE

Class attendance is compulsory. The student must keep his/her clinical instructor informed of the class schedule. Excuses for illness or other extenuating circumstances must be granted by the Director or Clinical

Director. It is the responsibility of the student to be available by pager or by phone during scheduled hours unless attending class.

3.5.3. TRANSFER

If it becomes necessary for a student to transfer, credit will be given for classes completed. Because of the degree requirements and integrated curriculum the MAE Program does not accept transfer students.

3.5.4. EVALUATIONS

3.5.4.1. Student

The clinical faculty evaluates students daily from the second through fourth semesters, and weekly during the fifth through seventh semesters. Senior students on specialty rotations will receive daily written clinical evaluation. The Medical Center Program Director and Clinical Director, in consultation with the MD Clinical Coordinator, conduct evaluation conferences three times per year. Students complete formal self evaluations three times per year and clinical self-evaluations monthly.

3.5.4.2. Instructor

Each student is expected to participate in evaluation of clinical faculty annually and didactic instructors at the completion of courses.

3.5.5. GRADES

3.5.5.1. Grades will be given at semester intervals. The grades for the courses that do not fall into a semester format will be issued at the termination of the class.

3.5.5.2. All courses must be completed with a minimum grade of 3.0 (a letter grade of "B"). Key content, stated in the course syllabi will have specific grade requirements. Any student earning below a 3.0 in a course will be on academic probation. The faculty, in consultation with the Program Directors, may offer remediation for a grade less than 3.0 on a specific examination. Only one course grade less than 3.0 is allowed during the program. Any student receiving an additional course grade of less than 3.0 will be dismissed for failure to meet the academic expectations of the MAE Program. A grade less than 2.0 is considered failing and is grounds for dismissal. assessments.

3.5.6. CERTIFICATION EXAMINATION

The Certification Examination administered through the NBCRNA is a computer adaptive test available through local learning centers. The exam must be taken within three months of graduation. Application to take the examination is completed during the last six weeks of the Program. The year 2009 fee is \$725.00 and is subject to change

3.5.7. HOURS OF DUTY

During the first semester of school, classes may be scheduled between 7:00 a.m. and 5:00 p.m. After the first semester, clinical duty begins at 6:00 a.m. Evening classes or seminars may occasionally be held. Any student wishing to leave early must report to the Medical Center Program Director or the Clinical Director.

3.5.8. APPEARANCE

Casual clothes or scrub clothes are proper for classes. Scrub clothes worn in surgery are furnished and laundered by the Medical Center. Students are referred to the SHMC dress code policy for professional dress requirements. A Providence Sacred Heart name badge will be issued upon enrollment and must be worn at all times on the SHMC campus. Caps and shoe covers must always be worn when coming into the surgery area. Hair must be covered with approved head covering.

3.5.9. EQUIPMENT

3.5.9.1. The Medical Center supplies and maintains anesthesia equipment used by students in the program. No equipment needs to be purchased by students.

3.5.9.2. Each student is responsible to care for the equipment used during each case.

3.5.9.3. Most of the anesthesia equipment, such as the supplies and machines, will be maintained by the anesthesia aides. Please note that during times when there is no anesthesia aide available or on duty, it becomes the responsibility of the student and the CRNA/MD to see that all rooms are kept in order and ready for cases. All rooms must be left in readiness for another case.

3.5.10. HEALTH INSURANCE

The Medical Center provides health insurance for students only. Dental and vision insurance are not provided. Spouse/family health only coverage may be obtained for an additional premium. Individual and family health insurance is also available through Gonzaga. Health screening, including blood, urine, and T.B. testing by the Medical Center Employee Health Service, is required upon entering the program. Blood and urine testing may be done free of charge annually. TB testing is required annually. Students will not be able to participate in clinical practicum if their TB testing is not complete by the last day of the month of their birthday. Hepatitis B vaccine is available free of charge and students are encouraged to consider receiving the vaccine if they have not been previously vaccinated. Laser eye exam is performed when enrolling and leaving affiliation with Sacred Heart Medical Center.

3.5.11. ILLNESS

3.5.11.1. In case of illness, call the CRNA Clinical Office, 474-5306, and leave a message. Students must report to the Director for illness longer than one day.

3.5.11.2. The Director reserves the right to require physical assessment by a qualified physician at any time there may be a question regarding a student's health. The expense will be assumed by the student.

3.5.12. SICK LEAVE, VACATION, AND HOLIDAYS

A total of thirty-five (35) days is allotted for excused time off during the twenty-eight (28) month program. This includes sick time, vacation time, and interview time. Absence exceeding thirty-five (35) days must be made up at the end of the program. The following holidays are observed: New Year's

Day, Memorial Day, Independence Day, Labor Day, Thanksgiving (2 days) and Christmas. In addition, one week's leave is granted between Christmas and New Year's Day, exclusive of thirty-five (35) days allowed as excused time off. First-year students are required to take one week off between the first and second semesters in May. (This week is excluded from the above time.)

3.5.13. MILITARY LEAVE

Military reserve duty will be granted and will not count as vacation time. It must not interfere with classes. Every reasonable effort will be made to maintain a reservist's position in the program if he/she is called to active duty.

3.5.14. EMPLOYMENT

3.5.14.1. The academic requirements of the MAE program make it necessary for the student to plan a specific number of hours for study each day, and consequently work schedules must be limited.

3.5.14.2. Nursing positions in addition to attendance in the School of Anesthesia must not exceed 20 hours per week. Part-time employment is acceptable if a student shows by his/her grades, punctuality, health, alertness in classes, and clinical assignments that he/she can handle the extra duty. At no time is nursing employment to interfere with class assignments or anesthesia case assignments, and may not exceed 20 hours per week.

3.5.14.3. Students cannot work 11:00 p.m. to 7:00 a.m. preceding any work or call day.

3.5.14.4. **The Council on Accreditation of Nurse Anesthesia Education Programs and the Master of Anesthesiology Education Program do not allow students to be employed in anesthesia or to practice anesthesia outside the program. Infractions are reason for dismissal from the MAE Program.**

3.5.15. LEAVE OF ABSENCE

Leave of absence will be granted at the discretion of the Program Directors. If there is a conflict arising from the application for leave of absence, there will be a composite decision arrived at by the Program Directors, Clinical Director, and Clinical Coordinator.

3.5.16. RN License

3.5.16.1 Students must keep their Washington State RN license current at all times. Licenses are only available as electronic documents; the MAE Program Administrative Assistant will keep a copy on file in the MAE Program office. Nursing license renewals are annual and expire on your birthday in Washington. A \$100 fine is imposed by the state for late renewals. Renewal documents are not forwarded, so each student must keep his or her address current with the Nursing Commission. Students whose license lapse will not be able to do clinical practicum and missed time will be considered unexcused absences and time must be made up prior to graduation.

3.6. GRADUATION

3.6.1. DEGREE REQUIREMENTS

3.6.1.1. The student must satisfactorily complete:

3.6.1.1.1. Sixty-four (64) semester hours of credit as specified by the MAE program. Thirty-seven (37) semester hours in core anesthesia and twenty-seven (27) hours in education courses are required.

3.6.1.1.2. An Oral Examination based on a research project of the student's choosing, analysis of clinical scenarios, and an integrated professional philosophy paper.

3.6.1.1.3. Requirements for certification by the NBCRNA.

3.6.2. GRADUATION CRITERIA

3.6.2.1. Completion of all required program material with a grade point of 3.0 or above in each course.

3.6.2.2. Meet all academic and financial requirements of the MAE program.

3.6.3. DEGREE

Upon successful completion of the MAE program the student will be awarded a Master of Anesthesiology Education degree from Gonzaga University and a certificate from Providence Sacred Heart Medical Center School of Anesthesia. Graduates are eligible to take the National Certification Examination administered by the NBCRNA. Graduation may be deferred until all program requirements are met.

3.7. GRIEVANCE POLICIES

3.7.1. STUDENT GRIEVANCE PROCEDURES

3.7.1.1. DISCIPLINARY ACTIONS

3.7.1.1.1. REASONS FOR INVOKING DISCIPLINARY ACTION

3.7.1.1.1.1. Inability to meet established academic expectations.

3.7.1.1.1.2. Inability to meet established clinical expectations as delineated in the Clinical Evaluation Tool.

3.7.1.1.1.3. MISCONDUCT

3.7.1.1.1.3.1. Academic dishonesty which includes all methods or techniques that allows a student to gain unfair advantage.

3.7.1.1.1.3.2. Injury, abuse, or inconsiderate treatment of patients, including unauthorized access or release of confidential information.

3.7.1.1.1.3.3. The misuse of any controlled substance or the misuse of any substance which impairs ability to perform in a professional manner.

3.7.1.1.1.3.4. Behavior that is deemed potentially harmful to the integrity of the program or to the welfare of the patient.

3.7.1.1.1.4. TYPES OF DISCIPLINARY ACTIONS

3.7.1.1.1.4.1. Probation

A designated period of time in which the student is more closely observed and stringently evaluated in

the areas deemed deficient or inappropriate. The decision to place a student on probation is made by the Administrative Committee of the MAE program. In cases of academic or clinical deficiency, the student will be counseled by an MAE program director as soon as a serious deficiency becomes apparent. If timely improvement does not occur, the program director will present the case to the Administrative Committee for consideration. The student will be notified in writing within 48 hours of the decision of the Administrative Committee which may be a second counseling with stated expectations or to place on probation with the expectations and terms stated.

3.7.1.1.1.4.2. During the probation period, the student will be counseled regularly regarding progress and expectations. When the probationary period has ended and sufficient improvement made, the student will return to the regular processes of the program. If sufficient improvement has not occurred, extended probation or other disciplinary action may be invoked. In cases of misconduct the decision to place a student on probation may come immediately following the first offense.

3.7.1.1.1.4.3. Suspension

A period of time in which the student is removed from all or part of the processes and activities of the MAE Program. The decision to suspend will be made by the Administrative Committee and will be invoked only as an intermediate action until such time as the appropriate action (which may include probation or dismissal) can be taken. This action would usually result from health concerns or misconduct, and not usually result from academic or clinical performance issues. Notices of official suspension will be given in writing and will be followed within 72 hours by a meeting with the student and the Administrative Committee at which time a further course of action will be determined. Suspended time must be made up before graduation and may result in a deferred graduation date.

3.7.1.1.1.4.4. Dismissal

In case of clinical deficiency, the decision to dismiss is initiated by the Administrative Committee and will be made by the Administrative Committee and a

representative group of three clinical faculty who have precepted the student with the greatest frequency. In cases of misconduct, the decision to dismiss will be made by the Administrative Committee in consultation with the Dean of the School of Education at Gonzaga University and the Director of Anesthesia Services at Sacred Heart Medical Center. In cases of academic deficiency, the decision to dismiss is made according to MAE Program policy as stated in the School of Education Standards and Fair Process Manual. (Where is this stated, because it isn't in this portion of the document? We added it at the end) Dismissal from the program can occur only after the student has unsuccessfully completed a period of probation or after a suspension.

3.7.1.1.1.4.5. The student will be notified in writing 72 hours prior to the impending dismissal hearing and will be asked to present his/her position in writing 24 hours prior to the scheduled dismissal hearing. The student may also present his/her verbal statement at the dismissal hearing. A supportive observer may attend hearings with the student.

3.7.2 GRIEVANCE POLICY

Any Student that has a grievance with an evaluation or action taken by the Master of Anesthesiology Education program may present his/her case for due process according to the published Grievance Procedures.

3.7.3. DEFINITIONS

3.7.3.1. Master of Anesthesiology Education

The MAE Program includes all courses, clinical cases, practicum, University and Medical Center faculty and personnel.

3.7.3.2. Case

A case is any documented circumstance or set of circumstances regarded by the student as just cause for protest.

3.7.3.3. Due Process

Due process is the adherence of all parties to the stipulations of the Grievance policy and procedures.

3.7.3.4. Hearing Unit

A hearing unit is a person or committee constituted of University and/or Medical Center personnel who have been given the authority by their respective institutions to hear cases and make decisions related to student grievance.

3.7.3.5. Grievance Procedures

Grievance procedures are those procedures based on the MAE Grievance Policy that delineate those processes necessary for a student to present a case for further consideration. The Grievance Procedures

are published in this document and in the Master of Anesthesiology Education Student and Faculty Handbooks.

3.7.3.6. Administrative Committee

Medical Center Program Director, Clinical Director, and University Program Director.

3.7.4. GRIEVANCE PROCESS

3.7.4.1. The student must first present his/her case to the instructor and/or program director directly involved with the grievance.

3.7.4.2. If the case is unresolved, the student may then contact the Administrative Committee to request a hearing of the case. The Administrative Committee will hear the student's case. If the Administrative Committee recommends dismissal, a formal hearing by the Administrative Committee and a representative group of three clinical faculty members will be convened according to dismissal procedures. This is the final hearing unit designated to hear appeals related to clinical performance or misconduct.

The decision to defer graduation rests with the Administrative Committee and is made in consultation with the Dean of the School of Education at Gonzaga University and the Director of Anesthesia Services at Sacred Heart Medical Center.

3.7.4.3. The student may appeal academic issues to the Dean of the School of Education at Gonzaga University or clinical issues to the Director of Anesthesia Services at Sacred Heart Medical Center. This is the final hearing unit.

3.7.5. GRIEVANCE PROCEDURE

3.7.5.1. Students must prepare a written statement of circumstances involved in the case and submit a copy to each member of the hearing unit 24 hours prior to the scheduled hearing. The student may request to review or copy any documents legally accessible to him/her and is to be accorded every normal courtesy in compiling the necessary data for preparation of the case.

3.7.5.2. Members of each hearing unit may request further information.

3.7.5.3. The hearing unit will provide the student with a written statement of the decision within 48 hours following the hearing.

3.7.5.4. The student must make the request for the next hearing within 14 days after receiving the decision of the previous hearing unit. If after 14 days, the student has not requested a hearing at the next level, the case will be considered closed, and the decision of the last unit to hear the case will become effective immediately.

3.7.5.5. The student will be notified within 21 days of the last hearing of the final disposition and decision.