

Republika ng Filipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
Manila

August 31, 1989

DECS O R D E R
No. 82, s. 1989

ADDENDUM TO MECS ORDER NO. 59, s. 1985
(Amendment to MECS Order No. 9, s. 1984)

To: Bureau Directors
Regional Directors
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities
Deans, Colleges of Nursing

1. To clarify the issue concerning the computation of fees for the Related Learning Experience (RLE) component of the 4-year Bachelor of Science in Nursing (BSN) program and the remuneration of the nursing faculty implementing RLE activities, this addendum to MECS Order No. 59, s. 1985 is hereby issued.
2. The attached guidelines on the aforementioned issue shall serve as guide for all nursing schools.
3. It is requested that the Department of Education, Culture and Sports Regional Offices (DECSRO), closely monitor the proper implementation of these guidelines.
4. The implementation of this Order shall take effect starting the second semester of SY 1989-1990.
5. For strict compliance and immediate dissemination.

(SGD.) LOURDES R. QUISUMBING
Secretary

Incl.:

As stated

References:

MECS Orders: (Nos. 9, s. 1984 and 59, s. 1985)

Allotment: 1-3-4--(M.O. 1-37)

To be indicated in the Perpetual Index
under the following subjects:

AMENDMENT

Course of Study, COLLEGIATE

CURRICULUM

FEES

SOCIETY or ASSOCIATIONS

UNIVERSITIES & COLLEGES

(Inclosure to DECS Order No. 82, s. 1989)

BSN CURRICULUM
Related Learning Experience (RLE)

I. Definition

The Related Learning Experience (RLE) is the practicum component of the revised BSN curriculum which is community-based and competency-oriented. It includes all activities undertaken to complement and/or supplement classroom instruction and which will bring about desirable changes as well as develop the competencies in terms of skills and attitudes, according to the identified object.

II. Rationale for the collection of the RLE Fee

To insure that the RLE component is carried out effectively, the RLE faculty are expected to plan, organize, implement and evaluate selected learning experiences that enhance meaningful learning both in and out of the classroom. Such learning experiences should provide continuity in sequence, integrating principles, concepts, skills and values previously learned in the classroom and other areas.

Towards this end, the RLE faculty shall utilize all the resources in the community particularly the various health agencies. They must exert efforts to supervise and follow up the students in the area selected for practicum. This responsibility may necessitate going on evening and night shifts, following up students in the hospital or working on weekends in the community, conducting surveys, interviews, and observations, collecting data and organizing community assemblies. The faculty may even have to live in a particular community, together with their students, to ensure their safety while they are experiencing community immersion.

In view of the tremendous responsibilities of RLE faculty, the Bureau of Higher Education, in consultation with the professional association and with an actuary, formulated the RLE fee collection scheme. The RLE fee is being charged in recognition of the work of the RLE faculty. Furthermore, the additional income serves to upgrade the salaries of nursing instructors, thus making them competitive with those of other professors in the college or university.

III. Guidelines for the Implementation of the RLE Program

As a general rule, one lecture hour is equivalent to one hour RLE fee. The RLE fee does not include the affiliation fee which is collected based on the schedule of fees issued by the Department of Health and affiliating tertiary hospitals.

A. Unit and Hour Allocation:

To minimize confusion and to prevent friction between administration and faculty, the following guideline must be followed in the collection and utilization of the RLE fee.

UNIT AND HOUR ALLOCATION BY CURRICULUM LEVEL OF RLE

LEVEL	YEAR	COURSE	UNITS	HOURS
II	2nd	N - 101	2	102
		N - 102	5	255
III	3rd	N - 103	5	255
		N - 104	7	357
IV	4th	N - 105	4	204
		N - 106	7	357
		N - Elective	3	153
		TOTAL	33 units	1,683 hrs

B. Faculty Qualifications:

Faculty members with the following qualifications shall handle RLE:

1. The Faculty member must have the academic preparation and competence according to the faculty qualification as stated in the Nursing Education Policies and Standards, MECS Order No. 9, s. 1984.
2. The Faculty member must have undergone training or retraining in teaching the revised BSN curriculum, certified by the National Committee on Training of the Association of Deans of Philippine Colleges of Nursing (ADPCN).

C. Basic Component of RLE:

1. To assure effective monitoring and supervision of students, the Deans should assign, preferably one (1) faculty to a group, according to year level, as follows:

2nd year 8 students to a group
3rd year 10 students to a group
4th year 12 students to a group

2. The number of students per group per level should be followed. In case there is a necessity to add more students per group, the school should base the computation on the actual number of students per group. A maximum addition of three (3) students per group is allowed, e.g.:

Level II - 8-11 students per group
Level III - 10-13 students per group
Level IV - 12-15 students per group

3. The computation of RLE fee should be based on the hourly allocation per semester. RLE fee collection should be used for remuneration of the nursing faculty carrying out RLE activities on a 1:1 ratio. One hour of didactic (lecture) is equal to one hour RLE.
4. There shall be no fixed percentage sharing between administrator and faculty. RLE fee collection, if followed according to the computation procedure and properly implemented shall be enough to cover faculty remuneration for those handling RLE activities.

D. Preliminary steps to be followed before the computation of RLE fee:

1. Determine the number of RLE Hours allocated per level. Refer to III, A. Unit and Hour Allocation.
2. Determine the number of students per group. Refer to C 1 & 2.
3. Determine the number of students per class.
4. Determine the average hourly rate of faculty by taking the average (mean) of the highest rate and the lowest hourly rate of the faculty.

Example: ₱40.00 - highest faculty rate per hour
+ 12.00 - lowest faculty rate per hour

₱52.00

2 = ₱26.00 average faculty rate
per hour

E. Sample Computation of the RLE Fee

Level II N - 101 1st semester

Given:

102 hours for RLE N-101 1st semester
48 students per class
8 students per group
6 groups in the class
1 faculty per group
P26.00 average faculty hourly rate

1. To find the cost per faculty: multiply the total RLE hours per level by the average faculty hourly rate.

$$102 \text{ hrs.} \times P26.00 = P2,652.00 \text{ cost per faculty}$$

2. To find the total faculty cost per class: multiply the product of No. E.1 by the number of groups.

$$P2,652.00 \times 6 \text{ groups} = P15,912.00 \text{ total faculty cost per class}$$

3. To find RLE fee to be paid by the student per semester: divide product of No. E.2 by the total of students per class.

$$P15,912.00 \div 48 = P331.50 \text{ RLE fee per student per semester}$$

4. To find the RLE fee per hour: divide the product of No. E.3 by the total RLE hours per level for the semester.

$$P331.50 \div 102 \text{ hours} = P3.25 \text{ RLE fee per hour}$$

- *5. To find the indirect cost: Students may be charged 50% of the hourly rate to cover indirect cost: multiply the hourly rate, product of No. E.4, by 50%.

$$P3.25 \times 50\% = P1.63 \text{ indirect cost}$$

*Nursing Schools may be allowed to collect not more than 50% of the direct fees to cover indirect costs, which include:

Administrative expenses
Physical facilities (rental/depreciation)
Utilities (electric current & water)
Security & janitorial services
Contingencies
Other expenses

6. To find the actual collectible RLE fee per hour: add the indirect cost of No. E.5 to the hourly rate.

$$P1.63 + P3.25 = P4.88 \text{ actual collectible hourly RLE rate}$$

7. To find the RLE fee per student per semester: multiply the total hour allocation per level for the semester by the hourly rate.

$$102 \text{ hours} \times P4.88 = P497.76 \text{ RLE fee per student per semester}$$

8. To find total RLE collectible fee per class: multiply the product of No. E.7 by the total number of students per class.

$$P497.76 \times 48 \text{ students} = P23,892.48 \text{ total RLE fee for N-101}$$

$$\text{Less: Total faculty cost per class } 15,912.00 \text{ per class}$$

$$\text{Surcharge for Indirect Cost per class } P 7,980.48$$

F. Tabulated Sample Figures in the Computation of RLE Fees for Various Levels

BSN II (Level II)	First Semester		Second Semester	
	N-101		N-102	
Given:				
Total No. of Hrs. per Student	102 hours per student		255 hours per student	
No. of Students per Class	48 students per class		48 students per class	
No. of Students per Group	8 students per group		8 students per group	
No. of Groups per Class	6 groups per class		6 groups per class	
Ave. Per Hr. Rate per Faculty	P26 per hour per faculty		P26 per hour per faculty	
No. of Faculty per Group	1 faculty per group		1 faculty per group	
No. of Faculty per Class	6 faculty per class		6 faculty per class	
Computations:				
Cost per Faculty	102 hrs. x P26	= P 2,652.00	255 hrs x P26	= P 6,630.00
Total Faculty Cost per Class	P2,652 x 6	= P15,912.00	P6,630 x 6	= P39,780.00
RLE Fee per Student/Semester	P15,912 ÷ 48	= P 331.50	P39,780 ÷ 48	= P 828.75
RLE Fee per Hour	P331.50 ÷ 102	= P 3.25	P828.75 ÷ 255	= P 3.25
Indirect Cost	P3.25 x 50%	= P 1.63	P3.25 x 50%	= P 1.63
Actual RLE Fee per Hour	P1.63 + P3.25	= P 4.88	P1.63 + P3.25	= P 4.88
RLE Fee per Student/Semester	102 hrs. x P4.88	= P 497.76	255 hrs x P4.88	= P 1,244.40
Total RLE Fee Collectible per Class	P497.76 x 48	= P23,892.48	P1,244.40 x 48	= P59,731.20
Less: Total Faculty Cost per Class		15,912.00		39,780.00
Surcharge for Indirect Cost per Class of N-101		= P 7,980.48	Class of N-102	= P19,951.20

BSN III (Level III)

First Semester
N-103

Second Semester
N-104

Given:

Total No. of Hrs. per Student	255 hrs per student	357 hrs per student
No. of Students per Class	50 students per class	50 students per class
No. of Students per Group	10 students per group	10 students per group
No. of Groups per Class	5 groups per class	5 groups per class
Ave. Per Hr. Rate per Faculty	P26 per hr. per faculty	P26 per hr. per faculty
No. of Faculty per Group	1 faculty per group	1 faculty per group
No. of Faculty per Class	5 faculty per class	5 faculty per class

Computations:

Cost per Faculty	255 hrs. x P26	= P 6,630.00	357 hrs x P26	= P 9,282.00
Total Faculty Cost per Class	P6,630 x 5	= P33,150.00	P9,282 x 5	= P46,410.00
RLE Fee per Student/Semester	P33,150 ÷ 50	= P 663.00	P46,410 ÷ 50	= P 928.20
RLE Fee per Hour	P663 ÷ 255 hrs	= P 2.60	P928.20 ÷ 357	= P 2.60
Indirect Cost	P2.60 x 50%	= P 1.30	P2.60 x 50%	= P 1.30
Actual RLE Fee per Hour	P1.30 + P2.60	= P 3.90	P1.30 + P2.60	= P 3.90
RLE Fee per Student/Semester	255 hrs. x P3.90	= P 994.50	357 hrs x P3.90	= P 1,392.30
Total RLE Fee Collectible/Class	P994.50 x 50	= P49,725.00	P1,392.30 x 50	= P69,615.00
Less: Total Faculty Cost per Class		<u>33,150.00</u>		<u>46,410.00</u>
per Class				
Surcharge for Indirect Cost per				
Class of N-103		= P16,575.00	Class of N-104	= P23,205.00

BSN IV (Level IV)

First Semester
++ N-105

Second Semester
N-106

Given:

Total No. of Hrs. per Student	204 hours per student	510 hours per student
No. of Students per Class	48 students per class	48 students per class
No. of Students per Group	12 students per group	12 students per group
No. of Groups per Class	4 groups per class	4 groups per class
Ave. Per Hr. Rate per Faculty	₱26 per hour per faculty	₱26 per hour per faculty
No. of Faculty per Group	1 faculty per group	1 faculty per group
No. of Faculty per Class	4 faculty per class	4 faculty per class

Computations:

Cost per Faculty	204 hrs. x ₱26 = ₱ 5,304.00	510 hrs. x ₱26 = ₱13,260.00
Total Faculty Cost per Class	₱5,304 x 4 = ₱21,216.00	₱13,260 x 4 = ₱53,040.00
RLE Fee per Student/Semester	₱21,216 ÷ 48 = ₱ 442.00	₱53,040 ÷ 48 = ₱ 1,105.00
RLE Fee per Hour	₱442 ÷ 204 hrs. = ₱ 2.17	₱1,105 ÷ 510 hrs = ₱ 2.17
Indirect Cost	₱2.17 x 50% = ₱ 1.09	₱2.17 x 50% = ₱ 1.09
Actual RLE Fee per Hour	₱1.09 + ₱2.17 = ₱ 3.26	₱1.09 + ₱2.17 = ₱ 3.26
RLE Fee per Student/Semester	204 hrs. x ₱3.26 = ₱ 665.04	510 hrs x ₱3.26 = ₱ 1,662.60
Total RLE Fee Collectible per Class	₱665.04 x 48 = ₱31,921.92	₱1,662.60 x 48 = ₱79,804.80
Less: Total Faculty Cost per Class	<u>21,216.00</u>	<u>53,040.00</u>
Surcharge for Indirect Cost per Class of N-105	= ₱10,705.92	Class of N-106 = ₱26,764.80

G. Usage of Indirect Cost Surcharge for Institutional Development

It is suggested that any excess amount generated from RLE fee be utilized to cover expenses for the following:

1. Purchase of professional nursing books and journals;
2. Improvement/maintenance of the facilities, fixtures and furnishings, and purchase of equipments and instruments for the nursing skills laboratory; and
3. Nursing faculty development program. Due to the fast turn over of nursing faculty, nursing schools should strengthen/intensify their faculty training program, especially for newly hired faculty.