



Information Packet

The Labette Community College Nursing Program is a Bi-Level Associate Degree program and approved by the Kansas State Board of Nursing (KSBN).

Kansas State Board of Nursing (KSBN)

Landon State Office Building

900 SW Jackson, Ste. 1051

Topeka, KS 66612-1230

(785) 296-4929

www.ksbn.kansas.gov

The Associate Degree Nursing Program at Labette Community College located in Parsons, Kansas is accredited by the:

Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE, Suite 1400

Atlanta, GA 30326

(404) 975-5000

www.acenursing.org

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree Nursing Program is Continuing Accreditation. View the public information disclosed by the ACEN regarding this program at

<http://www.acenursing.com/accreditedprograms/programsearch.htm>

A Bi-Level (step-out-program) Associate Degree Nursing Program has one application process, with faculty teaching Licensed Practical Nursing (LPN) and Registered Nursing (RN) content from day one. The student can opt out of the RN program and take the National Council of State Boards of Nursing-Practical Nursing examination (NCLEX-PN) and become a licensed LPN; or the student can matriculate through the entire program, take the NCLEX-RN to become licensed as an RN. This program is designed for career mobility for the LPN to transition into the role of the RN. Graduates are prepared to take both the Practical Nurse Licensure Examination and the Registered Nurse Licensure Examination. Under the Kansas Statewide Nursing Articulation Plan, LCC Nursing graduates may also continue studies at colleges or universities that offer bachelors degrees in nursing.

Students interested in the Nursing Program can be admitted to the College on the same basis as other students, but admission to the College does not ensure admission into the Nursing Program. Admission to the nursing program does not ensure graduation and graduation does not ensure licensure. Acceptance into the LCC Nursing Program is based on the criteria established by the Nursing Faculty Organization.

Disclosure Statement for Financial Aid Regulation (34 CFR 668.43)

The associate degree nursing program at Labette Community College meets the state education requirements for a practical and registered nursing license in the state of Kansas. Labette Community College has not determined if the associate degree nursing program at Labette Community College meets the state education requirements in any other state, any U.S. Territory, or the District of Columbus. The National Council of State Boards of Nursing (NCSBN) has resources that may be helpful. The NCSBN website, <https://www.ncsbn.org> contains a link to every Nursing Practice Act, FAQs regarding the impact of 34 CFR 668.43 on nursing programs, and a webpage for every State Regulatory Agency for Nursing.

Disclosure for Program Completion and Eligibility of Licensure Exam

In order to meet all requirements for the nursing program, which would lead to graduation and the ability to take the national licensure exam. You must complete the required number of hours in clinical settings. Clinical affiliations set requirements with regard to health records, including immunizations, in order to be in that facility. If you are not willing to have a complete health record for clinical clearance, then you would not be able to meet the requirements to graduate from the program. Acceptance into the program does not guarantee completion, nor does the completion guarantee licensure.

ENROLLMENT PROCEDURE

1. To plan a visit to the College, contact Admissions at 1-888-LABETTE or by Email: admissions@labette.edu
2. To fill out the College Application on RedZone: <http://redzone.labette.edu/ICS/Admissions/>
3. To fill out scholarship applications and FASFA: <http://www.labette.edu/financialaid/index.html>
4. To take Accuplacer tests, contact the Student Success Center at 1-888-LABETTE ext. 1147.
5. To submit ACT, Accuplacer, Compass Scores, or previous college transcripts contact the Admissions Office, admissions@labette.edu
6. Meet with an advisor to discuss a plan of study and enroll into classes.
7. To arrange payment contact the Business Office, 620-888-LABETTE ext. 1231
8. For information on the nursing program, contact the Nursing Program Assistant at 620-820-1263 or by email: nursing@labette.edu

NURSING PROGRAM CURRICULUM

<u>Program of Study</u>		
<u>PREREQUISITES</u>		
ENGL 101	English Composition I	3 Credits
BIOL 130	Anatomy & Physiology with Lab	5 Credits
MATH 115	College Algebra	3 Credits
PSYC 101	General Psychology	3 Credits
LEVEL I		
General Education/Pathways Requirements		
NURS 207	Pathophysiology (Prerequisite – A&P)	3 Credits
PSYC 201	Developmental Psychology	3 Credits
Nursing Requirements		
NURS 120	Fundamentals of Nursing	10 Credits (8 theory, 2 clinical)
NURS 122	Medical-Surgical Nursing	9 Credits (6 theory, 3 clinical)
NURS 124	Family Nursing I	3 Credits (2 theory, 1 clinical)
Practical Nurse Certificate awarded after successfully completing Level I Optional: Eligible to take the NCLEX-PN		
<u>Articulating LPN's ONLY</u>		
NURS 126	Bridge Course for LPNs	1 Credits
NURS 206	Health Assessment	3 Credits
LEVEL II		
General Education/Pathways Requirements		
BIOL 201	Microbiology with Lab	5 Credits
ENGL 102 or COMM 101	English Composition II or Public Speaking	3 Credits or 3 Credits
Nursing Requirements		
NURS 201	Mental Health Nursing	4 Credits (2 theory, 2 clinical)
NURS 203	Family Nursing II	4 Credits (2 theory, 2 clinical)
NURS 205	Advanced Medical-Surgical Nursing	8 Credits (4 theory, 4 clinical)
Associate in Applied Science Degree in Nursing awarded after successfully completing Levels I and II Eligible to take the NCLEX-RN		
Curriculum Rev. 01:24:11; 06:20:11; 07:17:12:6-11-13;7:6:15; 3:29:19; 4:11:19		

WEIGHTING OF SELECTION CRITERIA FOR APPLICANTS

GPA	Selection Score	TEAS Score	Selection Score	References Scores	Selection Score
3.75-4.00	10	Exemplary	10	56-60	8
3.50-3.74	9	Advanced	9	51-55	7
3.25-3.49	8	Proficient	8	46-50	6
3.00-3.24	7	Below	0	41-45	5
Below 3.00	0			38-40	4
				35-37	3
				Below 35	0

- Total Points Possible: **31**
- The selection process for all nursing students was developed to ascertain that students are adequately prepared to enroll in the rigorous nursing curriculum. Each of the following numerical scores are added for a total score. Applicants with the top scores are admitted. Selection is based upon the following criteria:
 1. It is highly recommended that applicants meet with a Nursing Program Advisor to ensure preparedness for the program.
 2. Score assigned to the grade point average (GPA) of high school or college grades. A minimum of 3.00 is required to be considered for selection. Grades as of the end of the fall semester preceding the application deadline will be used for selection. College grades will be used for selection if a student has completed eleven (11) general education credits of nursing curriculum, otherwise high school GPA will be used for selection. If the applicant holds a GED, they must complete eleven (11) general education credits of nursing curriculum courses in the semester prior to the deadline. In process courses will not count towards a GPA.
 3. Score on the Test of Essential Academic Skills (TEAS) Examination. A minimum of Proficient level is required. The TEAS Examination may be taken three (3) times during the application process to achieve the minimum Proficient score.
 - a. Exemplary: Exemplary scores generally indicate a very high level of overall academic preparedness necessary to support learning of nursing-related content. Students at this level are not likely to require additional preparation for the objectives assessed on TEAS.
 - b. Advanced: Advanced scores generally indicate a high level of overall academic preparedness necessary to support learning of nursing related content. Students at this level are not likely to require additional preparation for the objectives assessed on TEAS.
 - c. Proficient: Proficient scores generally indicate a moderate level of overall academic preparedness necessary to support learning of nursing related content. Students at this level may require additional preparation for some objectives assessed on TEAS.
 4. Average scores on the three (3) confidential references. If more than three references are submitted, the first three received will be used for the average score.
 5. One (1) point will be given to the selection score for a grade of “B” or above in all of the following science courses if completed at the time of application: Anatomy and Physiology, Pathophysiology, and Microbiology.
 6. One (1) point will be given to the selection score if all general education and prerequisite courses are complete at the time of application with the grade of “C” or above.
 7. One (1) point will be given to the selection score if the TEAS Science sub score is 50 or above.

The same selection criteria will be used for transfer students and Articulating LPN applicants. For inclusion in the applicant pool, all questions on the Articulating LPN Clinical Reference Form must be answered "YES."

PREREQUISITES/GENERAL EDUCATION

Prerequisites (Anatomy & Physiology, College Algebra, General Psychology, and English Composition I) must be completed or in process during the semester the applicant is submitting the application. All Prerequisites and general education courses required for the LCC Nursing Program must be completed with a "C" grade or better before a Certificate (Level I) or Degree (Level II) can be granted. A grade of a "P" will not be accepted as course curriculum grades.

NURSING ENTRANCE EXAMINATION

The Test of Essential Academic Skills (TEAS) entrance examination is a timed examination used for admission placement into the nursing program. The applicant will be tested on the following: Reading, Mathematics, Science, English, and Language Usage. The examination takes approximately four (4) hours to complete and can only be taken three (3) times during the application process. Applicants must wait one week before retaking their TEAS examination. The highest Proficient, Advanced, or Exemplary score earned will be the test score used for the selection process. If taking the TEAS examination more than once per application process your final score must be completed and turned into the Nursing Program Assistant's Office by the application deadline posted on the application. The TEAS fee is non-refundable. The study guide is available for purchase from Assessment Technologies Institute, LLC (ATI): www.atitesting.com or in the Student Success Center to check out.

APPLICATION DEADLINE:

Wednesday, March 6th, 2024

COMPLETION OF FILE

Application files not completed by the deadline date will be considered incomplete and will not be included in the selection process. It is the applicant's responsibility to contact the Nursing Program Assistant to ascertain their file is complete by either phone (620) 820-1263 or email: sherrys@labette.edu.

CERTIFIED NURSE AIDE (CNA)

At the time of application, the applicant must show proof of a current CNA certificate or that they are in process of taking a CNA course. If a CNA certificate is not produced upon entrance into the program, positions will be forfeited. Contact the Instructional Assistant for Workforce Education and Community Service for information on CNA courses at (620) 820-1273.

READING COMPETENCY POLICY FOR NURSING APPLICANTS

All applicants to the LCC Nursing Program will demonstrate reading competence to ensure their success in the nursing program and ability to provide safe nursing care. The NCLEX-PN and NCLEX-RN national nursing examinations for licensure are both timed tests, which require students to be able to read and accurately answer questions.

Therefore, the LCC Nursing Program has identified reading competence as one of the requirements for admission into the nursing program.

Applicants must present placement scores for one (1) of the following: ACT Reading (17), or Accuplacer Sentence Skills (75), or Accuplacer Next Generation English Writing (263), or TEAS Reading (59). Applicants who do not meet the requirements for the placement scores need to meet with their advisor.

ENGLISH PROFICIENCY FOR APPLICATION TO NURSING

Applicants may be required to complete the Test of English as a Foreign Language (TOEFL) examination **or** the International English Language Testing System (IELTS) if previous college courses or high school courses have not been taught and completed in English. Applicants whose primary language is not English must demonstrate oral and written English language proficiency. Accepted testing used to measure English proficiency used by the Nursing Program and the Kansas State Board of Nursing is the computerized TOEFL iBT (internet-based testing) or IELTS examinations with the following required minimal scores:

	Writing	Speaking	Reading	Listening
TOEFL Minimum Scores:	20	20	19	20
IELTS Minimum Scores:	5.5	6.5	6.5	6.5

Each area of the TOEFL examination or IELTS must meet the minimum requirements. Applicants who do not meet these requirements should consider their application incomplete.

To schedule a TOEFL or IELTS examinations, applicants can register at their official websites:

TOEFL <http://www.ets.org>

IELTS: <https://www.ielts.org/>

International Students need to contact Admissions, 1-620-820-1264 or Email: admissions@labette.edu for the LCC College application information and be set up with an advisor.

Policy Revision 2/6/2024

TRANSCRIPTS

Applicants must provide official college transcript(s) from ALL colleges attended, except LCC. Transcripts may be mailed or sent electronically from the college to LCC Admission's Office. If your college transcript is from out of state, a course description and syllabi may be required for a transfer consideration.

KANSAS STATE DEPARTMENT OF EDUCATION STATEMENT

Kansas State Department of Education states that any student who has graduated with an associate degree from a community college that has been accredited by the North Central Association or a bachelor's degree from a four-year college or university that has been accredited by the North Central Association has the equivalent of a high school education as required by KSA 65-1115 (1). This will allow applicants for professional nursing who did not graduate from a high school accredited by the appropriate legal accrediting agency or obtained the equivalent of a high school education, as determined by the state department of education to meet the requirement.

ACADEMIC MISCONDUCT/DISHONESTY

In the event a nursing major is cited with academic misconduct/dishonesty, the student will be immediately removed from the instructional area until further judgments regarding progression in the class and/or program can be made. Any student found to have committed academic misconduct/dishonesty in any course will not be admitted into the LCC Nursing Program. Refer to Academic Misconduct Procedure 3.07; <http://www.labette.edu/catalog/misconduct.html>

Any student in the Nursing Program who has committed academic dishonesty, if found guilty, if proven, after notice and opportunity for a hearing, subjects the student to discipline, up to and including, dismissal from the program and further discipline action against the student by Labette Community College. Rational: As a licensed professional, all nurses must adhere to the ANA Code of Ethics.

American Nurses Association Code of Ethics for Nurses

1. The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.
3. The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.
4. The nurse has authority, accountability, and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to promote health and to provide optimal care.
5. The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve, wholeness of character and integrity, maintain competence, and continue personal and professional growth.
6. The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality health care.
7. The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.
8. The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.
9. The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

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REFERENCES

The program policy and practice is not to accept applicants who have submitted unfavorable or negative references. This includes both current and/or past application cycles. All references and forms must be from the current application cycle. No references or forms from past applications will be accepted. The applicant files with unfavorable or negative references will be retained indefinitely.

FINANCIAL AID

LCC offers a comprehensive program of student financial aid to assist students in financial needs. For more information on eligibility and application procedures, contact the Financial Aid Office at (620) 820-1219 or visit the website: www.labette.edu/financialaid

SCHOLARSHIP INFORMATION

Scholarship Applications: Check with the Nursing Program Assistant or Financial Aid offices for availability of local scholarships.

Book Support: Help with textbook costs can be obtained through the Debbie Groff Scholarship. Applications can be found on the Labette Community College website: www.labette.edu/financialaid/scholarships.html

You may be eligible for assistance from Kansas Works. Contact the local Kansas Works agency in your area for more information or visit their website; www.sekworks.org

TRANSFER STUDENT POLICY

A transfer student is defined as one who has completed one or more nursing courses from a nationally accredited and state approved nursing program. A transfer student must comply with the following:

1. Credits for transferring nursing courses will be approved after evidence that the nursing courses are equivalent in the following areas; 1) course content, 2) credit hours, 3) grades. The grades received in the transferable nursing courses must be at least an 80%, regardless of the letter grade. All credits will be individually evaluated. Transferring from one nursing program to another is extremely difficult considering the curricula vary in content and credits from school to school.
2. A transfer student is required to verify competence in nursing skills in preceding nursing courses by providing a copy of completed clinical or skills competencies.
3. A transfer student must comply with the admission requirements of the LCC Nursing Program.
4. The number of transfer students accepted depends on availability of positions and clinical placement in the program.
5. The transfer student must complete each level of the program within two (2) years.
6. A minimum of 18 credit hours of an Associate Degree and at least half of the credit hours for a certificate must be completed at LCC.

Revised: 5/4/2020

ARTICULATING LPN POLICY

An "Articulating LPN" is a Kansas recognized LPN, who graduated from a state approved and national accredited Practical Nurse Program and is currently licensed as an LPN without disciplinary action. Generic (LCC) students who are LPN's, but have not been enrolled in the LCC Nursing Program during the previous year are also considered to be Articulating LPN's. Articulating LPN's are admitted based on available space and satisfactory completion of the applicant file. All Articulating LPN's must complete:

1. All prerequisites and Level I general education courses MUST be completed prior to the beginning the second level of the Nursing Program. It is advisable that all Level II general education courses be completed prior to the beginning of Level II to facilitate success in passing the nursing courses.
2. Comply with the admission requirements of the LCC Nursing program. The same selection criteria will be used for LPN applicants. For inclusion in the applicant pool, all questions on the Articulating LPN Clinical Reference form must be answered "Yes."
3. Comply with requirements of Kansas Statewide Nursing Articulation Plan.
4. Present documentation of current Kansas recognized IV Certification on the LPN license or proof that an IV Certification course is in process.
5. Pass the math calculation examination with minimum grade of 94%. Three (3) attempts to pass the examination will be allowed. Applicants who do not pass the examination are

excluded from the selection pool for the current selection cycle. Math calculation examination study guides are available in the Nursing Program Assistant's Office. It is the responsibility of the applicant to schedule the math calculation test with the faculty.

6. Pass an LPN Assessment Examination with an adjusted individual total score of 80%. Applicants may sit for the assessment twice during the application cycle. Applicants who do not pass the LPN Assessment Examination with an 80% are excluded from the current selection pool.
7. Request an official transcript to be sent from the practical nursing program directly to the LCC Nursing Program Assistant's Office.
8. Present a copy of a current Kansas recognized LPN license without disciplinary actions.
9. If selected for admission, all Articulating LPN's must take the Bridge Course for LPN's prior to, or during the first semester of Level II.
10. Present verification of the completion of a three (3) credit Health Assessment Course prior to entering the second level of the Nursing Program.

Report of the Council for Nursing Academic Progression in Kansas (C-NAK) Statewide Academic Progression Resources September 2017. Academic Progression in Nursing (APIN) Articulation and Lifelong Learning

KANSAS STATEWIDE NURSING ACADEMIC PROGRESSION RESOURCE

This Kansas Statewide Nursing Academic Progression Resource and accompanying algorithm has been developed by the Council on Nursing Academic Progression in Kansas to guide the educational efforts of individuals desiring to become a member of the nursing profession in Kansas. Its purpose is to provide a roadmap of the course selections needed to progress from beginning entry level through the Bachelors of Science in Nursing (BSN) degree and beyond (see attached Algorithm of Nursing Degree Academic Progression Pathways in Kansas).

Licensed Practical Nurse (LPN):

The LPN is the entry point for many people into the nursing profession. The LPN is a title conferred after passing the NCLEX-PN Examination. To be eligible for this examination an individual must graduate from a nursing program approved by the Kansas State Board of Nursing. For a current listing of these programs, see <http://www.ksbn.kansas.gov/>

Education Preparation:

Pre-requisites: These need to be consistent with the Baccalaureate Degree pre-requisites.

Nursing Courses: These are designed to prepare the graduate for a role in health care delivery as and LPN.

Registered Nurse (RN):

Associate degree in Nursing (ADN)-Degree is an Associates of Applied Science (AAS) or Associates of Science (AS).

The ADN-RN is an initial entry point for many people. This degree can also be obtained through a program that combines LPN education with ADN education. The RN title is conferred after passing the NCLEX-RN examination. To be eligible for this examination the individual must graduate from a

nursing program approved by the Kansas State Board of Nursing. For a current listing of these programs, see <http://www.ksbn.kansas.gov/>

Educational Preparation:

Associate Degree Pre-requisites: Courses chosen for the Associate degree pre-requisites should be consistent with those needed to advance to the BSN degree.

Nursing Courses: these are designed to prepare the graduate for a role in health care delivery as an RN.

Bachelors of Science Degree (BSN):

The BSN-RN is an initial entry point for many people. This degree can also be obtained through a program that combines ADN education with BSN education. The RN title is conferred after passing the NCLEX-RN examination. To be eligible for this examination the individual must graduate from a nursing program approved by the Kansas State Board of Nursing. For a current listing of these programs, see <http://www.ksbn.kansas.gov/>

**Bachelor Degree Common Foundation Courses
Four Categories (APIN-Final Report, 2014)**

<u>General Education (24 credits +/-)</u> Communications English Humanities Fine Arts Mathematics History Statistics	<u>Basic Sciences (12 credits +/-)</u> Chemistry Biology Microbiology
<u>Social Sciences (9 credits +/-)</u> Psychology Growth and Development (Lifespan) Sociology	<u>Human Sciences (16 credits +/-)</u> Anatomy and Physiology Pathophysiology Nutrition Pharmacology

These courses may be considered pre-requisites but ultimately are courses required as foundational for the BSN degree. This group of courses should routinely total between 60-62 credit hours.

Nursing Courses:

These are designed to prepare the graduate for a role in health care delivery as an RN.

Other considerations for all nursing pathways of academic progression:

1. Must meet program admission requirements.
2. A valid, current nursing license might be required.
3. May validate previous nursing and non-nursing courses through testing, escrow, or portfolio might be validated.

4. Transfer of nursing and non-nursing courses (in-state or out of state) will be subject to acceptance by college or university policy. Timelines for completion of foundational courses must be coordinated with each nursing program.

Kansas Nursing Program Information

Nursing Programs in Kansas

Degree options available at Kansas nursing programs and admission criteria evolve quickly. Please access current information about Kansas nursing programs from the following links/websites: Kansas State Board of Nursing. Accreditation Commission for Education in Nursing (ACEN). Commission on Collegiate Nursing Education (CCNE).

KANSAS GRADUATE PROGRAMS

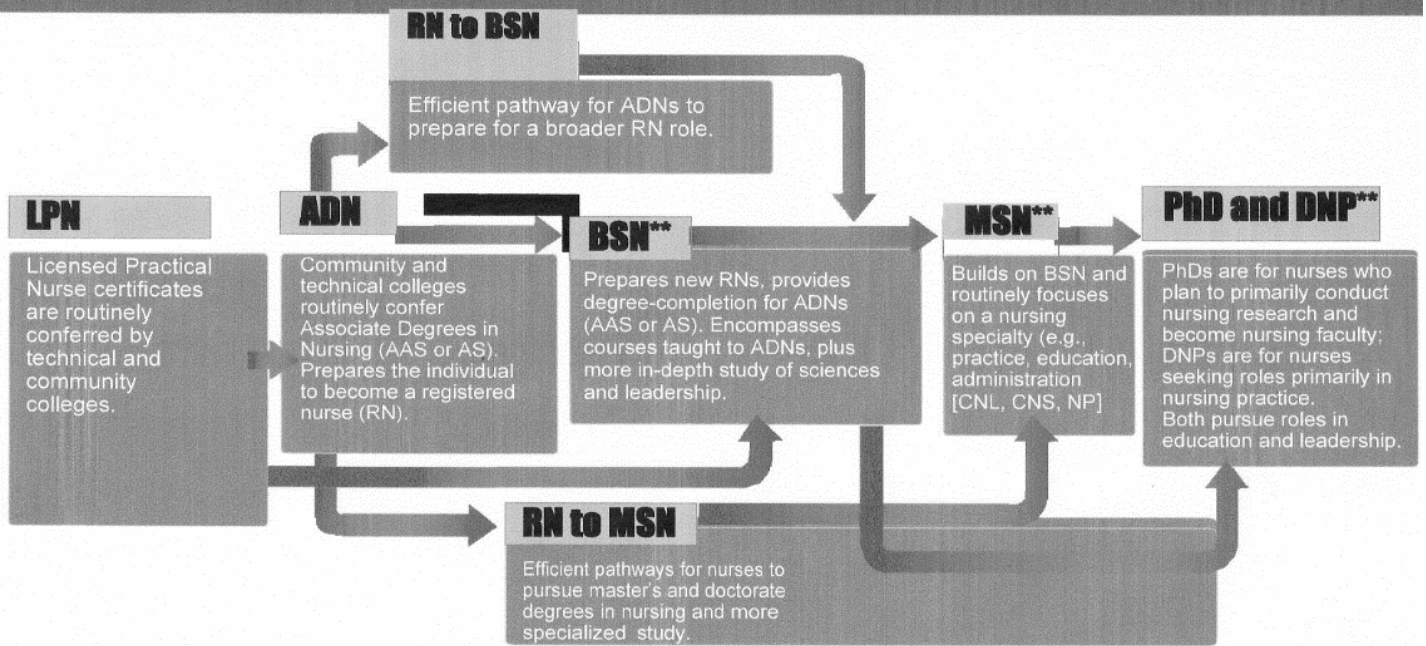
<https://ksbn.kansas.gov/wp-content/uploads/Education/Graduate-Approved-Kansas-Nursing-Schools.pdf>

KANSAS ACCREDITED NURSING PROGRAMS

[Search ACEN Accredited Nursing Programs \(acenursing.com\)](#)

Kansas Board of Regents (KBOR) Program Alignments
 Practical Nursing and Associate Degree Nursing Program Alignments

Algorithm of Nursing Degree Academic Progression Pathways in Kansas



LPN- Licensed Practical Nurse ADN- Associate Degree Nursing; AAS- Associate Applied Science; AS- Associate Science BSN- Bachelor Science Nursing
 MSN- Master Science in Nursing CNS- Clinical Nurse Specialist CNL- Clinical Nurse Leader NP- Nurse Practitioner PhD- Doctor of Philosophy in Nursing
 DNP- Doctor Nursing Practice ** Routinely degree conferred at a college or university

Modified for Kansas From the Michigan Center For Nursing (2011) Pathway

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**LCC NURSING PROGRAM
APPROXIMATE COST**

Expense	Level I Practical Nursing Only 42 credits: 17 general education credits plus 25 NURS credits.	Level I and Level II Associate Degree Program 66 credits: 25 general education credits plus 41 NURS credits.	Level II Articulating LPN's Only 28 credits: 8 level II general education credits plus 20 NURS credits. **see note below
Student Fees: Shoes, bandage scissors, stethoscope, watch with a 2 nd hand, blood pressure cuff, pen light.	\$250	\$250	\$250
Program Fees: Uniforms, Black Polo, Clinical Badge, Student Nurse Organization (SNO), Liability Insurance, Drug Screen, NCLEX-RN Exam, Professional Nurse License, Graduate Pin & Class Picture.	\$270	\$690	\$670
Tuition (in-state) and Fees (based on on-ground program curriculum).	\$6,793	\$12,198	\$8,163
Books and Technology. (Nursing and general education)	\$1,600	\$3,000	\$1,000
Assessment Technologies Institute (ATI), a tool that is used to prepare students to succeed throughout the program.	\$951	\$1,902	\$951
Physical examination and required clinical immunizations.	Variable	Variable	Variable
Required Health Insurance.	Variable	Variable	Variable
Transportation Cost.	Variable	Variable	Variable
NCLEX-PN Examination, Optional Kansas LPN License, Optional, PN Fingerprinting, Optional.	\$323	NA	NA
RN License Fingerprint Fee (varies from fingerprint site)	NA	Variable	Variable
KSBN Background Check (paid directly to KSBN)	NA	\$48.00	\$48.00
TOTAL APPROXIMATE COST	\$10,187	\$18,088	\$11,082

Program fees will be added to the student's tuition and fees statement for Financial Aid to be used.

Articulating LPN cost includes Pathophysiology and Level II General Education and Nursing Requirements. Costs are subject to change.

ESSENTIAL TECHNICAL STANDARDS FUNCTIONAL ABILITIES REQUIRED OF ALL NURSING STUDENTS

Labette Community College subscribes to all principles and requirements of the American with Disabilities Act of 1990. The Nursing Department, in collaboration with the Nursing Advisory Committee and Kansas Council of Associate Degree Nurse Educators (KCADNE), has developed a list of functional abilities, which are required for nursing students. These functional abilities are based upon recommendations of KCADNE and are consistent with the functional skills required of students and licensed nurses in the clinical facilities used in the program. After admission, if the student requires accommodation for a disability, then the student's healthcare provider will need to verify in writing that the student has the following functional abilities necessary for successful completion of the nursing program and employment as a licensed nurse:

- Critical thinking ability sufficient for clinical judgment; including sufficient intellectual functioning and emotional stability to plan and implement care for clients. (Analytical reasoning to solve problems and process information from multiple sources.)
- Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds. (Adapt to changing environment/stress.)
- Lift up to 50 pounds and carry up to 25 pounds frequently, but occasionally may exceed these limits.
- Stoop, stand, kneel, crouch and/or crawl at appropriate times as needed.
- Ability to sit for long periods of time in a classroom environment.
- Push or pull with hands and arms as needed.
- Stand and/or walk, as the job requires in the performance of duties.
- Manual dexterity with the ability to handle small objects and to perceive size, shape, temperature or texture.
- Visual acuity required assessing client's condition, to evaluate examination results, to discriminate between colors, and to maintain safe environment.
- Communicate both verbally and in writing, in order to respond to clients, families, and the members of health care team. Read, interpret, and record clinical data appropriately.
- Communicate, both verbally and in writing, as necessary to complete theory assignments such as, but not limited to, writing nursing care plans, examination-taking, and giving oral reports.
- Reading and understand written documentation.
- Hear accurately to perform nursing skills and techniques needed to gather information relevant to the client's care. (Hear faint voices and body sounds such as; blood pressure/breath sounds etc.)

If at any time during the nursing program a student nurse is unable to maintain or perform the required essential technical standard functional abilities, the student may not be permitted to continue their status in the nursing program. The individual will need to notify the Director of the Nursing Program in writing. Documentation by a medical professional may be requested regarding the individual's ability or inability to perform the functional skills listed above.

LCC COLLEGE PROCEDURES

Criminal Background Check Procedure 3.20

Labette Community College requires applicants to all Health Science Programs and select Workforce Education Allied Health courses to submit to a criminal background check based on, but not limited to:

- *The need to enhance safety and well-being of patients, staff, visitors and the general public in the clinical environment;*
- *To ascertain the ability of health science students to eventually become licensed/certified or maintain current license/certification;*
- *Consideration of liability issues which may affect Labette Community College or our clinical facilities;*
- *To comply with mandates from clinical facilities utilized by Labette Community College.*

The LCC Permission and Release Form for the background check is included in the application packet for Health Science Programs and must be completed, signed, dated and returned with the program application. The completed form authorizes Labette Community College to forward background check results that show adverse findings that may prevent a student from gaining licensure/certification upon completion of program coursework to potential clinical sites for review prior to any educational clinical experience.

Students enrolling in any Workforce Education Allied Health course that includes a clinical component, for example, Certified Nurse Aide or Certified Medication Aide, must submit to a background check when required by the clinical facility. During the LCC orientation for the course, students must complete a release form approved by the facility administrator that gives the facility permission to conduct and review the background check.

The incurred cost of the background check is the responsibility of the applicant/student.

Failure to submit to this requirement may disqualify the applicant from admission into an LCC Health Science Program or enrollment in a Workforce Education Allied Health course due to clinical placement or ability to obtain a state license.

Any applicant with a criminal history (information collected by criminal justice agencies concerning individuals, and arising from the initiation of a criminal proceeding, consisting of identifiable descriptions, dates and information on a criminal felony conviction, a misdemeanor, a drug offense, or a plea of no contest) who denies that history by answering "no" to the question regarding criminal background on the program application will be automatically and permanently disqualified from the selection process, based on fraudulently presenting themselves as having a clear criminal record.*

Health Science Program students must notify their program director immediately if any change in their criminal history occurs at any point in time after a Health Science Program application is completed, or while enrolled in a Health Science Program. Workforce Education Allied Health course students must notify the LCC Workforce Education Director immediately if any change in their criminal history occurs while enrolled in a Workforce Education Allied Health course that includes a clinical component.**

Health Science Program students who are unable to complete the clinical component of the program due to a felony criminal conviction, a misdemeanor, a drug offense, or a plea of no contest that occurred after being accepted into the program will be dismissed from the program after an opportunity for a hearing.

Workforce Education Allied Health course students who are unable to complete the clinical component due to a criminal charge that occurred while enrolled in the course will be dropped from the course after an opportunity for a hearing.

It is the responsibility of any individual with a criminal felony conviction, a misdemeanor, a drug offense, and a plea of no contest in their lifetime who wishes to pursue a Health Science Profession, to consult the laws governing licensure or certification in the state in which they intends to license/certify prior to application to any LCC Health Science Program or Workforce Education Allied Health course. Contact the Health Science Program Director for information and direction to the appropriate agency for questions regarding criminal history and licensure/certification.

**Background check companies typically accumulate criminal history for the past seven years; however, licensing body investigations cover lifetime activity. It is the responsibility of the applicant/potential student to investigate the affect criminal history beyond the seven-year check might have on licensure/certification.*

***Each LCC Health Science Program and Workforce Education Allied Health Course has specific policies/procedures regarding dismissal, completion of non-clinical coursework, financial responsibility of the student, and readmission. Contact the Program Director for information.*

Revised: 4/27/04, 2/10/14, 7/1/17, 12/7/17, 8/2/18

DISCIPLINARY ACTIONS ACCORDING TO KSBN

Information Regarding Legal:

Licensure question: “has any license, certification or registration (nursing or other) ever been denied, revoked, suspended, limited or disciplinary action taken by a licensing authority of any state agency of the US government, territory of the US or country?” The above question regarding disciplinary action is on all KSBN nursing applications (initial, renewal, reinstatement and endorsement). This question includes but is not limited to disciplinary action against ALL licenses, certification, and/or registration as well as disciplinary action by a governmental agency.

Some examples are, but NOT all inclusive (there may be others):

- Driver’s License,
- Fishing License,
- Hunting License,
- Daycare License,
- Nursing Home Administrator License,
- Nursing Home License in Kansas or another state,
- CNA/CMA/HHA Certification,
- EMT Certification,
- School teacher certification,
- Dishonorable discharge and/or other honorable discharge from any branch of the military,
- Disciplinary sanction from any branch of the military,
- Article 15—applicant must obtain documents from the U.S. military and provide an explanatory letter (written by the applicant),
- “Deportable alien”/or issues involving U.S. Visa/Green Card—the applicant must obtain documents from U.S. Immigration and provide explanatory letter (written by the applicant).

Driver's license:

If the applicant has had a driver's license suspension, restriction, revocation, denial and/or cancellation for **any** reason, it is reportable to KSBN. For example:

- Many times, a driver's license is suspended for a month when a DUI has occurred, regardless of whether the DUI results in a diversion of conviction,
- The driver's license is then often restricted for the next 333 days (to/from work, home, school and for medical emergencies),
- A driver's license can be restricted in association with a pattern of DUIs (i.e. ignition interlock) and/or with the 1st DUI in association with state law requirements,
- A driver's license can be suspended for a short period of time when you are convicted of minor in possession/consumption of alcohol,
- A driver's license can be suspended due to nonpayment of a traffic citation (example: failure to pay speeding and/or parking tickets),
- A driver's license can be suspended due to no proof of vehicle insurance, expired tag and driving on an (already suspended driver's license (with or without a court-diversion),
- A driver's license can be cancelled when you pay for your driver's license renewal with a worthless check.
- A driver's license can be cancelled when your car insurance lapses and/or you fail to provide proof of insurance to the DMV.
- When someone is determined to be a "habitual violator" due to excessive DMV points" and/or type of offenses/convictions, their driver's license is usually revoked for three (3) years.

Please refer to the Kansas State Board of Nursing, <https://ksbn.kansas.gov/legal-background-info/>

KANSAS STATE BOARD OF NURSING (KSBN) REGULATIONS

Absolute Bars to License as a Nurse in Kansas

Kansas Nurse Practice Act 65-1120(a) (2) <https://ksbn.kansas.gov/npa/>

Crime against persons as specified in article 54 of chapter 21 of the Kansas Statutes Annotated.

21-5401:	Capital murder	21-5417:	Mistreatment of a dependent adult; mistreatment of an elder person
21-5402:	Murder in the first degree	21-5418:	Hazing
21-5403:	Murder in the second degree	21-5419:	Application of certain crimes to an unborn child
21-5404:	Voluntary manslaughter	21-5420:	Robbery; aggravated robbery
21-5405:	Involuntary manslaughter	21-5421:	Terrorism
21-5406:	Vehicular homicide	21-5422:	Illegal use of weapons of mass destruction
21-5407:	Assisting suicide	21-5423:	Furtherance of terrorism or illegal use of weapons of mass destruction
21-5408:	Kidnapping; aggravated kidnapping.	21-5424:	Exposing another to a life threatening communicable disease
21-5409:	Interference with parental custody; aggravated interference with parental custody	21-5425:	Unlawful administration of a substance
21-5410:	Interference with custody of a committed person	21-5426:	Human trafficking; aggravated human trafficking
21-5411:	Criminal restraint	21-5427:	Stalking
21-5412:	Assault; aggravated assault; assault of a law enforcement officer; aggravated assault of a law enforcement officer	21-5428:	Blackmail
21-5413:	Battery; aggravated battery; battery against certain persons; aggravated battery against certain persons.	21-5429:	Endangerment
21-5414:	Domestic battery	21-5430:	Distribution of a controlled substance causing great bodily harm or death
21-5415:	Criminal threat; aggravated criminal battery	21-5431:	Female genital mutilation
21-5416:	Mistreatment of a confined person		

If you have questions about a conviction, please contact the Kansas State Board of Nursing’s Legal Department at 785-296-8401

Updated: 6/2018

FREQUESNTLY ASKED QUESTIONS

1. What is a Bi-Level Program?
A Bi-Level program offers two levels of nursing. During Level I, you will have two (2) semesters: fall and spring. After the second semester, students may apply for the NCLEX-PN to become a license practical nurse (LPN). It is possible to exit the program after receiving your LPN and reapply at a later date to complete your LPN-RN degree. Since there is a limited amount of space, there is no guarantee of being readmitted. Provided a student is out for one year or more, it is required that they apply as an Articulating LPN. Students need to follow the Articulating LPN guidelines for the application. Level II consists of two semesters. After successfully completing the second semester, students may apply for the NCLEX-RN Examination to receive a Registered Nursing (RN) License.
2. What is the difference between an RN and an LPN?
Licensed practical nurses provide nursing care in structured settings under the supervision of a registered nurse. In the state of Kansas, LPN's cannot administer IVs until they are Intravenous Certified. Registered nurses practice in a wide variety of settings.
3. What is the difference between an Associate and Baccalaureate Nursing Degrees?
Graduates who have earned an Associate in Applied Science with a major in Nursing **or** a Bachelor of Science in Nursing will take the same national nursing licensure examination (NCLEX-RN) and are registered nurses after passing the examination. A generic BSN degree takes 4 years to complete. This requires more general education courses. As well as credits in; nursing theory, research, leadership, management, and community nursing. Kansas has an Articulation Plan in place, which affords mobility in transferring nursing courses into higher degree programs. Many RN-BSN completion programs are available. Most can be completed in 1 1/2 to 3 years part-time while you are working fulltime. However, often there is no additional pay for nurses with a BSN, although having the degree may increase your marketability and chances of promotion into management and education positions.
4. How do I specialize in one area of nursing, such as OB, ER, or Pediatric Nursing?
All you need to "specialize" is a license as an LPN or RN. After you have been hired into your position of choice, your employer typically pays for or provides specialized training for that position, such as EKG interpretation, working with ventilators, fetal monitor interpretation, etc.
5. Do clinical affiliation agreements, (clinical contracts), require immunizations to complete clinical rotations in the program?
In order to meet all the clinical requirements of the LCC Nursing Program, which would lead to graduation and the ability to take the nation licensing examinations to be either an LPN or RN, students must complete the requisite number of hours in the clinical settings. The clinical facilities have requirements with regard to health records, which includes immunizations, in order to participate in that environment. Students who are not willing to have a complete health and clinical clearance record, would not be able to meet the requirements to graduate from the program.
6. What is the job market for LPN's and RNs like, and how much money will I make?
There is a projected nursing shortage within the next 10-15 years, as many nurses retire. In Southeast Kansas (SEK), LPN's are paid \$16-20 per hour. RNs in SEK earn \$20-\$28 per hour as a beginning wage. As the nationwide nursing shortage evolves, an increase in pay will accompany the trend. The average age of an RN in the U.S. is 46 and 50% will be retiring within the next 20 years. Even more critical is the current and projected shortage of nurse

educators. This typically requires a master's degree in nursing. One hundred percent (100%) of our PN and RN graduates seeking employment in nursing secure a position.

7. What are your prerequisites, and how do I know what order to take the general education classes?

Prerequisites (Anatomy & Physiology, College Algebra, General Psychology, and English Composition I) must be completed or in the process during the semester the applicant is submitting application with a "C" grade or better. Students must have completed all general education courses required by each level before moving to the next. (Example: all Level I general education courses Pathophysiology and Developmental Psychology, must be completed before progressing to Level II.)

8. Who must take the Accuplacer Test?

Accuplacer is a placement test used to ensure students are placed into the courses that best fit their needs. All students who plan to enroll for the first time in a General Education, English, Math, Online, or Hybrid course at Labette Community College must take the appropriate Accuplacer test or provide appropriate Compass, ACT, or SAT scores. Although the Compass placement test will no longer be given at LCC after May 2016, Compass placement scores will be accepted until fall 2021. Placement tests are available in the Student Success Center.

9. What grades are required to pass?

To ensure a quality program and to maximize your chances of passing the national nursing licensure examinations (NCLEX-PN and NCLEX-RN), a minimum "C" grade is required in all of the general education courses, and a minimum "B" grade is required in all of your nursing courses. "A" grade of "B" in a nursing course at LCC is a grade in the range of 80% to 89.99%.

10. I am an LPN graduate from another school. Can I finish my RN at Labette?

A Bi-Level program affords flexibility for students desiring to complete the approved LPN program, work for a while, then return at a later date to finish the degree in an accredited RN program. Students who are LPN's who have been working full-time in a hospital setting since graduating from a LPN school is most likely to be successful in articulating into the second level of the LCC program. Completion of the 1-credit Bridge Course is required upon acceptance into the LCC Nursing Program. Availability of spaces for admission is limited. As an LPN applying to the program, you must hold a Kansas LPN license showing IV Certification or evidence that you are in process of obtaining either the license and/or the certification.

11. How do I know if I will pass my boards if I go to LCC?

Historically, 90-100% of LCC graduates pass the NCLEX-PN on the first attempt. The NCLEX-RN first attempt pass rate has varied from 80% to 100%. In fall 2005, LCC adopted the Comprehensive Review and Assessment Program of Assessment Technologies, Inc. This program provides standardized testing at the end of each course, plus a wealth of review and remediation materials that will facilitate NCLEX success. In fall 2008 Virtual ATI, an NCLEX-RN review course, was added to the curriculum. You will maximize your chances of passing the NCLEX-RN if you maintain grades in your nursing courses at 82% or above, and put your utmost effort into participating in every learning opportunity presented to you. The fact that you can be employed part-time as an LPN during your sophomore year may provide you with additional clinical experience. Nursing instructors are very willing to help you attain your goal of being licensed as a LPN or RN. However, the quality of the learning experience is dependent upon your study skills, management of family, personal stressors, and balancing the amount of study required with the amount of time you are employed.

12. Where are the clinical sites?

Clinical sites are contracted based upon availability of sufficient patients and qualified clinical faculty. All medical centers and hospitals in southeast Kansas, northeastern Oklahoma, and southwest Missouri may be used for clinical. Therefore, class days and times will vary according to classroom and clinical space. Weekend, evening, and night hours will occasionally be required for clinical, but you will know in advance to schedule childcare and work arrangements. Students are responsible for the cost of housing and food during clinical. The campus nursing simulation center and skills labs for teaching nursing skills will also be utilized. Completion of community experiences in area agencies, such as schools, healthcare clinics, home health, hospice, etc., is a requirement of most of the nursing courses. The student is responsible for having a reliable personal vehicle.

Reliance on carpooling is not permitted. You cannot be assured you will be assigned to the same clinical schedule as your carpool partner.

13. Can I work while I go to school?

Past history indicates that students who work more than 20-24 hours per week may be placing themselves at a severe disadvantage in terms of time available for study. If you have family obligations in addition to work, you may compromise your chances of success in the program. It is difficult for a student to work full-time, pass each nursing class with an 80% or better, and pass the NCLEX-RN the first time. To maximize your chance of academic success, we strongly encourage you to contact the Financial Aid Office for advice regarding support available, so that you can plan your financial arrangements to relieve you from having to work full-time. Displaced workers can apply for assistance from Southeast Kansas Works. Contact your local Southeast Kansas Works Office to apply.