



Nursing Program Information



LABETTE COMMUNITY COLLEGE (LCC) NURSING PROGRAM

The Labette Community College Nursing Program is a Bi-Level program, and is approved by the Kansas State Board of Nursing (KSBN) and accredited by the National League for Nursing Accrediting Commission (NLNAC).

Kansas State Board of Nursing
Landon State Office Building
900 SW Jackson, Ste. 1051
Topeka, KS 66612-1230
(785) 296-4929
www.ksbn.org

National League of Nursing Accrediting Commission
3343 Peachtree Rd NE, Ste. 850
Atlanta, GA 30326
404-975-5000
www.nlnac.org

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

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. Acceptance into the Nursing Program is based on the criteria established by the department.

ENROLLMENT PROCEDURE

1. Pick up a course schedule from admissions or go online www.labette.edu to view course schedule.
2. Go to the Admissions Office or online www.labette.edu/stusros/checklist.htm and print off your own enrollment form to take to your advisor. This requires your Cardinal Student ID Card.
3. Make an appointment with your advisor. Hours should be posted on your advisor's door.
4. Pick out the courses you would like to enroll in and take them to your advisor for advisement. Your advisor must sign your enrollment form.
5. Take your completed, signed enrollment form to the Admissions to process your enrollment. This will require your Cardinal Card.
6. Pick up your enrollment confirmation from the Business Office and check with the Financial Aid Office to see that your financial aid is in order.
7. Go to the LCC Bookstore to get your books.
8. For information and/or a nursing application packet please contact the Nursing Program Assistant's Office or by going to the LCC Nursing website at www.labette.edu/dept/nursing/nursing/htm.

200 South 14th Street
Parsons, KS 67357
620-820-1263 Office
620-421-6295 Fax
Email: charlottet@labette.edu
Website: www.labette.edu

NURSING PROGRAM CURRICULUM

Program of Study

PREREQUISITES

MATH 106 or MATH 115	Applied Mathematic or College Algebra	3 Credits
BIOL 130 & BIOL 131	Anatomy & Physiology with lab	5 Credits (3 lecture, 2 lab)
PSYC 101	General Psychology	3 Credits
ENGL 101	English Composition I	3 Credits

LEVEL I

General Education Requirements

NURS 117	Pathophysiology (Prerequisite – A&P)	3 Credits
COMM 101	Fundamentals of Speech	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®

Articulating LPNs ONLY

NURS 126	Bridge Course for LPNs	1 Credits
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LEVEL II

General Education Requirements

BIOL 201 & BIOL 202	Microbiology with lab	5 Credits (3 lecture, 2 lab)
ENGL 102	English Composition II	3 Credits
SIOL 101	Sociology	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®

Orientation is required for all first-time students with fewer than 15 hours after high school graduation.

Exit Assessment is required for graduation.

Curriculum Rev. 01:24:11

WEIGHTING OF SELECTION CRITERIA FOR APPLICANTS

GPA	Selection Score	Score on TEAS	Selection Score	Score on References	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: 28
- 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. Score assigned to the grade point average (GPA) of high school or college grades. Grades as of the end of the 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 in the nursing curriculum, otherwise high school GPA will be used for selection. If the applicant is a LPN, the cumulative LPN program GPA will be used. If using a GED you must have completed eleven (11) general education credits in the nursing curriculum prior to the semester in which you are applying. A minimum GPA of 3.0 is required to be considered for selection.
 2. Score on the Test of Essential Academic Skills (TEAS). A minimum of Proficient level is required to be considered for selection.
 - 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.
 - 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.
 - 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.
 3. Average scores on the three (3) confidential references. First three references received will be accepted.
- 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

Prerequisites (Anatomy & Physiology, Applied Math or College Algebra, General Psychology, and English Composition I) must be completed or in the process during the semester the applicant is submitting 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.

NURSING ENTRANCE EXAM

The Test of Essential Academic Skills (TEAS) entrance exam is a timed exam used for admission placement into the nursing program. The applicant will be tested on the following: Reading, Mathematics, Science, English, and Language Usage. The exam takes approximately four (4) hours to complete and may be taken as many times as you feel necessary to improve your score. The highest score earned will be the one used for the selection process. If taking the TEAS exam more than once per application process your final score must be completed and turned into the Nursing Education Program Assistant's office by the application deadline posted. The fee is nonrefundable. The initial test dates and location will be posted each application cycle and scheduling for the first test can be made with the return of your application and payment of the TEAS exam fee to the Nursing Program Assistant's office. All applicants must take the first exam on one (1) of the two (2) initial scheduled dates. Each additional test taken must be paid for in the Nursing Program Assistant's office prior to taking the exam in the Student Success Center. A study guide is available for purchase from the Assessment Technologies Institute LLC (ATI) at <http://www.atitesting.com> or the Nursing Program Assistant's office.

APPLICATION DEADLINES:

Fall Admission: March 15th

COMPLETION OF FILE

Applications 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 your file is complete by either phone or email (620-820-1263 or charlottet@labette.edu).

CERTIFICATION NURSES AIDE (CNA)

Upon acceptance into the program a current and active CNA certification must be submitted to the Nursing Program Assistant's Office. Contact the Instructional Assistant for Workforce Education and Community Service for information on CNA classes 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 exams for licensure are both timed tests, which require students to be able to read and accurately answer questions very rapidly. No special accommodations related to reading ability are required or available for students taking these national licensure exams. Therefore, the Nursing Program has identified reading competence as one of the requirements for admission into the nursing program.

Students for whom English is the first language will either present ACT Reading sub scores of a minimum of 17, OR take the Reading Compass placement test and score a minimum of 75. Students who do not achieve these scores will be required to complete Basic Reading courses and achieve a 75 on the Reading Compass to be eligible for inclusion in the applicant selection.

Students for whom English is the second language, regardless of immigration status, or length of residency in the U.S., shall take the ESL Compass Reading and Listening placement tests. Students must place into Level 4 of the Reading and Listening ESL Compass and complete the Reading Compass with a score of 75 to be eligible for inclusion in the applicant selection.

ENGLISH PROFICIENCY FOR APPLICATION TO NURSING

All applicants must show proficiency in oral and written English if their primary language is not English. If English is a second language, the applicant must complete the Test of English as a Foreign Language (TOEFL) exam. The Department of Nursing and the Kansas State Board of Nursing require a minimum of 213 on the computerized TOEFL and 550 for the paper and pencil TOEFL. The Department of Nursing has approved the following scores for the TOEFL iBT (internet based testing).

Minimum Scores:	Writing	20	Speaking	20	Reading	20	Listening	20
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Each area must meet the minimum requirements. Students who do not meet these requirements should contact the Chief GED Coordinator in the Student Success Center 620-820-1182. (Oral and written English proficiency in reference to K.A.R. 60-3-106. Kansas Nurse Practice Act)

TRANSCRIPTS

Applicants must request official college transcript(s) to be sent to the LCC Nursing Program Assistant's office. High school graduates must have eleven (11) college credits in the nursing curriculum completed in the semester prior to application or the high school transcript will be used for the GPA. GED graduates must have completed eleven (11) college credits in the nursing curriculum to be eligible for inclusion in the selection pool. If your college transcript is from out of state, a course description and syllabi will 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 DISHONESTY

In the event a nursing student major is cited with academic 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 dishonesty in any course will not be admitted to the Nursing Program. Any student in the Nursing Program who has committed academic dishonesty shall be dismissed from the program with no opportunity of readmission. Rationale: As a licensed professional, all nurses must adhere to the ANA Code of Ethics.

FINANCIAL AID & SCHOLARSHIP INFORMATION

There is no deadline for consideration of financial aid applications at LCC, however the sooner you get your information turned into the Financial Aid Department; the sooner it can be processed to determine your eligibility. Federal Financial Aid applications must be complete before scholarships can be awarded.

To apply online visit www.labette.edu or visit the following websites to access scholarship opportunities:

<http://www.nсна.org/foundation/index.asp>

http://www.discovernursing.com/scholarship_search.aspx

http://www.kansasregents.org/financial_aid/nursing.html

http://www.nursingsociety.org/career/scholarships_opps.html

Scholarships applications

Check with the Nursing Program or Financial Aid offices for availability of local scholarships.

Book Support: Help with textbook costs can be obtained through the Debbie Groff Scholarship. Application forms are available on the Labette Community College website. To access, go to www.labette.edu, Financial Aid, Scholarships and scroll down to Book Scholarships.

You may be eligible for assistance from Kansas Works. Contact the Chief GED Examiner in the LCC Student Success Center at 620-820-1182 for more information and eligibility.

TRANSFER STUDENTS POLICY

1. A transfer student is defined as one who has completed one or more nursing courses at another college.
2. Credit for transfer of 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 nursing courses transferred in must be at least an 80%, regardless of the letter grade. All credentials will be individually evaluated, and will require passing the math calculation exam and verification of competence in nursing skills required in preceding nursing courses. Transferring from one nursing program to another is extremely difficult, considering that curricula vary in content and credits from school to school.
3. Comply with the admission requirements of the LCC Nursing Program.
4. The number of transfer or readmitted students accepted depends on availability of positions in the program.
5. 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.

ARTICULATING LPN POLICY

1. An "Articulating LPN" is any LPN who graduated from an 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.
2. All prerequisites and Level I general education courses must be completed. It is advisable that all general education courses be completed prior to the beginning of Level II to facilitate success in passing the nursing courses in Level II.
3. 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".
4. Comply with requirements of Kansas Statewide Nursing Articulation Plan, which includes verification of at least 1000 hours of nursing work experience in the 3 years preceding application.
5. Present verification of current IV Certification.
6. Pass the math calculation exam with a minimum grade of 94%. Three (3) attempts to pass the exam are allowed. Applicants who do not pass the exam are excluded from the selection pool for the current selection cycle. (Calculation test dates are set at the beginning of each semester. Calculation exam study guides are available in the Nursing Program Assistant's office.)
7. Request an official transcript to be sent from the practical nursing program directly to the LCC Nursing Program Office.
8. Present a copy of current LPN license without disciplinary action.
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. Admission is based on available space in the program and satisfactory completion of the applicant file for an Articulating LPN to enter the nursing program.

KANSAS STATEWIDE NURSING ARTICULATION PLAN

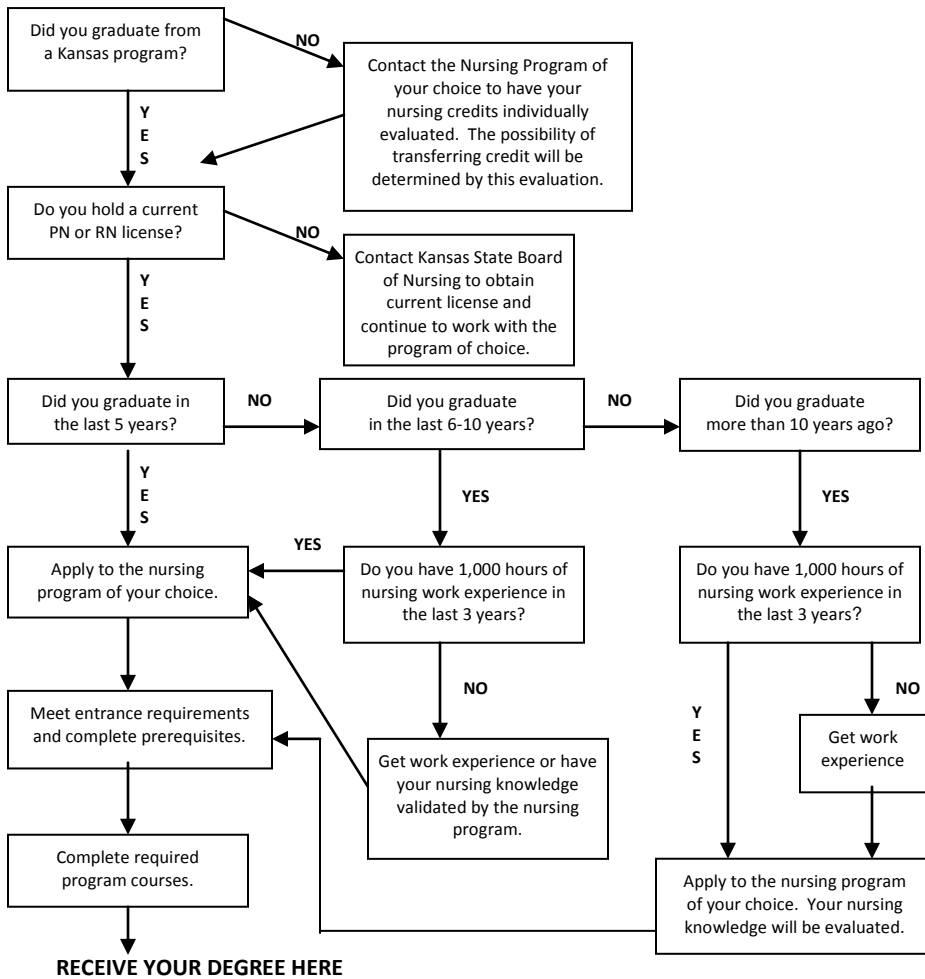
Council for Articulation in Kansas (CNAK Plan)

For Progression to the Associate Degree in Nursing

Kansas Nursing Articulation Model: Practical Nurse to Associate Degree Nurse			
Articulation Criteria			
<ul style="list-style-type: none"> • Must meet program admission requirements. • Must be a graduate of a Kansas program. • Must receive credit equivalent to a minimum of 40% of the admitting program's nursing credit hours. • Must validate previous nursing information when required through NCLEX-PN, testing, escrow, or portfolio according to school policy (see below). 			
Variables:	0-5 Years After Graduation	6-10 Years After Graduation	More Than 10 Years After Graduation
Nursing Credits:	No validation required if hold current PN license. No work experience required.	No validation required if hold current PN license. 1,000 hours nursing work experience required during last 3 years.	Validation required .Current PN license required. Must have 1,000 hours of nursing work experience in last 3 years.
Non-Nursing Credits:	May be transferred from colleges (subject to individual school policies).	May be transferred from colleges (subject to individual school policies).	May be transferred from colleges (subject to individual school policies).
Kansas Nursing Articulation Model: Practical Nurse to Bachelor of Science in Nursing Degree			
Licensed Practical Nurses wishing to articulate directly to a Bachelor of Science in Nursing program should contact the program for an individualized articulation plan.			
Out-of-State Graduates (regardless of time since graduation):	The admitting nursing program will evaluate nursing credits individually. Non-nursing courses will be transferred according to individual school policy.		

KANSAS NURSING ARTICULATION PATHWAYS

Start here



PROGRAM APPROXIMATE COST FOR LCC NURSING STUDENTS

Costs are subject to change.

Expense	Level I Practical Nurse ONLY 45 credits: 20 general education credits plus 25 nursing credits.	Associate Degree Program 72 credits: 31 general education credits plus 41 nursing credits.	Articulating LPN's ONLY 31 credits: RN level - 11 general education credits plus 17 nursing credits.
Uniforms, shoes, bandage scissors, stethoscope, photo ID, watch, blood pressure cuff, liability insurance, pen-light, NSNA/KANS, graduate pin & picture (RN level only for pin and picture)	\$291	\$361	\$361
Tuition (instate), Activity, and Fees (based on on-ground courses)	\$3,686	\$6,485	\$2,870
Books and Workbooks (Required texts for nursing and general education courses.)	\$1,769	\$2,819	\$1,050
Physical examination and required immunizations	variable	variable	variable
Transportation cost	variable	variable	variable
Cost of NCLEX-PN®	\$200	N/A	N/A
Cost of LPN License (Kansas) - optional	\$50	N/A	N/A
Cost of Fingerprinting (PN) (Kansas)	\$50	N/A	N/A
Cost of NCLEX-RN®	N/A	\$200	\$200
Cost of RN License (Kansas)	N/A	\$75	\$75
Cost of Fingerprinting (RN) (Kansas)	N/A	\$50	\$50
TOTAL APPROXIMATE COST	\$6,046	\$9,990	\$4,606

REACTIVATION

Students who are not selected will have the option to complete a Letter of Intent stating their desire to reactivate their file for selection in the succeeding selection cycle. This Letter of Intent should be returned immediately to the LCC Nursing Program Assistant's office to be placed on file by the deadline of the prospective semester you are reactivating. If you have already reactivated your file once you will need to complete a new application packet.

CRIMINAL BACKGROUND CHECK – LCC PROCEDURE 3.20

As required by some clinical facilities contracted by LCC, all applicants to the Allied Health Programs, including Nursing, Radiography and Respiratory Care, must submit to a criminal background check. A permit form for a background check will be included in the application packet for these programs and must be signed and dated. The program director also may request additional copies of official documentation of completion of diversion agreements, etc.

The incurred cost of the background check will be the applicant's responsibility and will be assessed at the time of application.

All applicants will have background checks evaluated by the director of the allied health program to which the student is applying, according to the exclusionary criteria of clinical facilities and the state licensing boards. A list of the exclusionary criteria is available upon request from the program director.

Failure to submit to these requirements will disqualify the applicant from admission into an Allied Health program. Any student with a criminal history who denies that history by answering "no" to the question regarding criminal background on the program application automatically and permanently will be disqualified from the selection process, based on fraudulently presenting her/himself as not having a criminal record.

Students with criminal histories who desire licensure or registration in Allied Health professions are urged to consult the laws governing licensure or certification in the state in which they intend to license/certify prior to application to the respective allied health program.

A violation of any of the statutes on the following page or a pattern of misdemeanors may preclude admissions.

Approved: Fall 2000; Revised: 09/09/03; 4/27/04

ABSOLUTE BARS TO LICENSURE AS A NURSE IN KANSAS

Kansas Nurse Practice Act 65-1120(a)(2) <http://www.ksbn.org/npa/npa.pdf> pg 10 Crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated http://kansasstatutes.lesterama.org/Chapter_21/Article_34

21-3401:	Murder in the first degree.	21-3426:	Robbery.
21-3402:	Murder in the second degree.	21-3427:	Aggravated robbery.
21-3403:	Voluntary manslaughter.	21-3428:	Blackmail.
21-3404:	Involuntary manslaughter.	21-3430:	Income tax returns; disclosure or use for commercial purposes info obtained in preparing.
21-3405:	Vehicular homicide.	21-3434:	Promoting or permitting hazing.
21-3406:	Assisting suicide.	21-3435:	Exposing another to a life threatening communicable disease.
21-3408:	Assault.	21-3436:	Inherently dangerous felony; definition.
21-3409:	Assault of a law enforcement officer.	21-3437:	Mistreatment of a dependent adult.
21-3410:	Aggravated assault.	21-3438:	Stalking.
21-3411:	Aggravated assault of a law enforcement officer.	21-3439:	Capital murder.
21-3412:	Battery.	21-3442:	Involuntary manslaughter while driving under the influence of alcohol or drugs.
21-3412a:	Domestic battery.	21-3443:	Battery against a school employee.
21-3413:	Battery against a law enforcement officer.	21-3444:	Unlawful interference with an emergency medical services attendant.
21-3414:	Aggravated battery.	21-3445:	Unlawful administration of a substance.
21-3415:	Aggravated battery against a law enforcement officer.	21-3446:	Trafficking.
21-3416:	Unlawful interference with a firefighter.	21-3447:	Aggravated trafficking.
21-3418:	Permitting dangerous animal to be at large.	21-3448:	Battery against a mental health employee.
21-3419:	Criminal threat.	21-3449:	Terrorism.
21-3419a:	Aggravated criminal threat.	21-3450:	Illegal use of weapons of mass destruction.
21-3420:	Kidnapping.	21-3451:	Furtherance of terrorism or illegal use of weapons of mass destruction.
21-3421:	Aggravated kidnapping.	21-3452:	Application of certain crimes to an unborn child
21-3422:	Interference with parental custody.		
21-3422a:	Aggravated interference with parental custody.		
21-3423:	Interference with custody of a committed person.		
21-3424:	Criminal restraint.		
21-3425:	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 10/2010

Disciplinary Action:

The question regarding disciplinary action is on ALL the KSBN's nursing applications (initial, renewal, reinstatement and endorsement) . This question includes, but, is not limited to disciplinary action against ALL licenses, certifications and/or registration as well as disciplinary action by a governmental agency.

(Some examples are):

- driver's license;
- fishing license;
- hunting license;
- day care license;
- nursing home administrator's license;
- nursing license in Kansas or another state;
- CNA/CMA/HHA certification;
- school teacher certification.
- "dishonorable discharge" and/or "other than honorable discharge" from any branch of the military
- "disciplinary sanction" from any branch of the military.

If you have had a driver's license suspension, restriction, revocation, denial and/or cancellation for any reason, it is reportable to the KSBN per this question on the nursing application.

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 or 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).

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.

A driver's license can be cancelled when you pay for your driver's license renewal with a worthless check.

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.

The Kansas Department of Revenue (who governs the DMV) is the "keeper" of your Kansas driving record. The **Kansas** driving record shows convictions, suspensions, restrictions, revocations, denials and cancellations (a legend is provided through the Kansas Department of Revenue web site that will enable the user to decipher the codes on the driving record).

If disciplinary action has been taken against your (Kansas) driver's license within the past three (3) years, you are **required** to provide a copy of your current **Driving Record**. A copy of your Driving Record can be obtained from the DMV for a small fee.

If disciplinary action has been taken against your (Kansas) driver's license more than three (3) years ago, you are **required** to provide a copy of your **Driver's License Folder**, which can be obtained from the DMV for a small fee and is more complete than your driving record.

If the disciplinary action on your driver's license occurred in **other states**, the applicant should call the agency for that state which is responsible for maintaining the driving record and any/all written notices. The applicant should inquire how long driver's license information stays on their record, then, the applicant can decide which document(s) would be appropriate for the KSBN application process.

If disciplinary action has **ever** been taken against your driver's license (for any reason), you are **required** to provide an explanatory letter regarding the disciplinary action(s) taken against your driver's license. Your letter should include the following for **each disciplinary action**:

circumstances leading up to the disciplinary action;

date of the disciplinary action;

actual disciplinary action;

current status of the disciplinary action.

If the applicant's name has appeared on the **Kansas Department of Health and Environment (KDHE) abuse/neglect/exploitation registry** (for CNA/CMA/HHA certification), the applicant is required to report this to the KSBN. A **certified/dated** copy of the applicant's actual KDHE disciplinary action document must be provided to the KSBN (with an explanatory letter from the applicant).

If the applicant has had disciplinary action taken against a **day care license**, the applicant is required to provide **certified/dated** copies of the disciplinary documents, usually obtained from KDHE and/or SRS (with an explanatory letter from the applicant).

If the applicant has been disciplined by a **Board of Education regarding a school teacher's certificate**, the applicant must provide **certified/dated** copies of the appropriate documents indicating that disciplinary action (with an explanatory letter from the applicant). The official documents can usually be obtained from the Board of Education where the disciplinary action occurred.

If the applicant has been "dishonorably discharged" , received an "other than honorable discharge" and/or received a "disciplinary sanction" **from any branch of the military**, the applicant must provide **certified/dated** copies of the appropriate documents from that military branch regarding the disciplinary action (with an explanatory letter from the applicant). A person can be dishonorably discharged in association with misdemeanor and/or felony crimes.

DRUG TESTING

Students may be required to complete a drug screening during the program. Drug testing is part of the Allied Health Drug Policy. The cost of the drug screening is the responsibility of the student.

Substance abuse is a recognized illness for which prompt treatment should be undertaken. Students suspected to be impaired by drugs or alcohol in the clinical area will be subject to immediate drug screening for the purpose of affording the student opportunity to establish proof that he/she is drug free.

FUNCTIONAL ABILITIES REQUIRED OF ALL NURSING STUDENTS

Labette Community College subscribes to all principles and requirements of the American With Disabilities Act of 1990 for qualified handicapped individuals. The Nursing Department, in collaboration with the Nursing Advisory Committee and Kansas Council of Associate Degree Educators, has developed a list of functional abilities, which are required for nursing students. These functional abilities are based upon recommendations of the Kansas Council of Associate Degree Nurse Educators and are consistent with the functional skills required of students and licensed nurses in the clinical facilities used in the program. Applicants are encouraged to self-identify their accommodation needs as part of the application process. After admission, the students' health care 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.
- Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
- 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 test 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, test-taking, and giving oral reports.
- Hear accurately to perform nursing skills and techniques needed to gather information relevant to the client's care.

- If at any time during the nursing education program a student nurse is unable to perform the required functional abilities, the student may not be permitted to continue his/her nursing education. 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.

(KCADNE Adopted 05:99, Rev. 06:03; 01:04)

FREQUENTLY ASKED QUESTIONS

1. What is a Bi-Level program?

A Bi-Level program offers two levels of nursing. During Level I, you will have three (3) semesters: fall, spring and summer. After the third semester, you may apply for licensure as a practical nurse in the state of your choice, and get an appointment to take the NCLEX-PN®. If you choose, you may exit after Level I and practice as a PN, and then apply for readmission to Level II at a later date, though there is no guarantee that you will be readmitted, due to limitation of spaces available. If setting out for one year or more you will be required to complete an application as an Articulating LPN. Level II consists of two semesters, after which you may take the NCLEX-RN®.

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. 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 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 take the same national nursing licensure exam (NCLEX-RN®) and are registered nurses after they pass the exam. A generic BSN degree takes 4 years to complete, and requires more general education credits, and 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 BSN completion programs are available. Most can be completed in 1.5-3 years part-time while you are working fulltime. Though frequently there is no additional pay for nurses with BSNs, having the degree may increase your marketability and chances of promotion into management and education positions. It is also required for specialization on a master's degree level, for students desiring to become nurse practitioners; nurse educators, clinical nurse specialists, or nurse anesthetists.

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. What is the job market for LPN's and RN's 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 \$12-14 per hour. RNs in SEK earn \$18-\$20 per hour as a beginning wage. These wages are low compared to what can be earned in area cities such as Joplin, Tulsa, and Wichita. 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.

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

Prerequisites (Anatomy & Physiology, Applied Math OR 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. The other general education courses can be taken in any order. Students must have completed all general education courses required by each level before moving to the next. (Example: all Level I general education courses must be completed before progressing to Level II.)

7. Who must take the COMPASS Test?

Any student wishing to enroll in an English or Math class at LCC must take a placement test. Students need to take the COMPASS test if their score is below 20 on the ACT Math. For the English/Verbal Sections, students need to take the COMPASS if their score is below an 18 on the ACT. All applicants must take the Reading COMPASS if their score is below 17 on the ACT, to comply with the Policy for Reading Competency in Nursing. The Reading COMPASS score must be a 75 or above.

8. What grades are required to pass?

To ensure a quality program and to maximize your chances of passing the national nursing licensure exams (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 "B" grade in a nursing course at LCC is a grade in the range of 80% to 89.99%.

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

The Bi-Level program affords flexibility for students desiring to complete an approved PN program, work for a while, then return at a later date to finish the degree in an accredited RN program. It has been our experience that students who are LPN's who have been working full-time in a hospital setting since graduation from PN school are 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 extremely limited. As an LPN applying to the program you must also be IV Certified and pass a calculation exam.

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

Historically, 95-100% of LCC graduates pass the NCLEX-PN® on the first attempt. The NCLEX-RN® first attempt pass rate has varied from 75% to 96%. 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 80% 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 is a big plus in providing you with additional clinical experience. You will find that our nursing instructors are very willing to help you attain your goal of being licensed as a PN or RN. However, the quality of your learning experience is dependent upon your study skills, management of family and personal stressors, and balancing the amount of study required with the amount of time you are employed.

11. 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 sometimes 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. We also utilize the campus nursing simulation and skills labs for teaching basic nursing skills. 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. You are 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.

12. 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 obligations, 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 it is taken. 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 Kansas Works. Information about this program is available in the Nursing Program Assistant's office.