



PRACTICAL NURSING PROGRAM



PROGRAM INFORMATION
AND
APPLICATION

4/03/2018, 02/19/2019



Dear Prospective Student:

Thank you for your interest in our Practical Nursing Program here at H. Council Trenholm State Community College. This packet is provided for informational purposes and has a nursing application included. Please read the information carefully. An application that does not meet all of the requirements is incomplete and will not be considered for admittance.

Should you need further assistance or have questions, feel free to contact the nursing department at (334) 420-4497. We are located on the Trenholm Campus, 1225 Airbase Boulevard, Montgomery, AL.

Sincerely,

Debra Lett

Debra Lett, PhD, MSN, MPA, RN
Director of Nursing

Trenholm State Community College
Practical Nursing Program
Information Guidelines

The Practical Nursing (PN) Program at Trenholm State Community College (TSCC) is a one year program that prepares students to become Licensed Practical Nurses (LPN). The Practical Nursing program is designed to provide students with the knowledge and proficiencies to provide safe and effective bedside nursing care within the scope of practice of licensed practical nurses. Students are instructed in the provision of nursing care for clients through the lifespan. Clinical experiences are provided at area hospitals and healthcare agencies in adult health, maternal health, child health, orthopedics, geriatrics, psychiatric and other areas of nursing practice. Upon successful completion of the practical nursing program, students graduate with a Certificate in Practical Nursing and contingent on meeting application criteria are eligible to take the National Council of Licensure Examinations for Practical Nursing (NCLEX-PN) for licensure.

A TWO APPLICATION PROCESS

i. College Admission:

The College Enrollment application is located on the College Website at:

<https://www.trenholmstate.edu/future-students/admissions-records/enrollment-process/>

All applicants must provide the following documents, when applicable, as a condition of admission to Trenholm State Community College:

- A completed application for admission, which requires proof of residency. Applications can be obtained from the Admissions and Records Office on both campuses and should be returned to the Admissions and Records Office on the Trenholm or Patterson Campus. The mailing address is:
Admissions and Records Office
P.O. Box 10048
Montgomery, AL 36108
- An OFFICIAL high school transcript, and/or GED scores, and/or college transcript(s). In order to be official, transcripts must be mailed directly from another school to Trenholm State Community College. Transcripts hand-delivered must be in an unbroken sealed envelope to be official.

College Application Procedure

All applicants must provide the following documents, when applicable, as a condition of admission to Trenholm State Community College:

- A completed application for admission, which requires proof of residency.
- An OFFICIAL high school transcript, and/or GED scores, and/or college transcript(s). In order to be official, transcripts must be mailed directly from another school to Trenholm State Community College. Transcripts hand delivered by applicants are not considered to be official.
- Proof of registration for Selective Service for males 18-26 years of age.
- ACCUPLACER Assessment scores. The ACCUPLACER Assessment is designed to ensure proper course enrollment in math, English, and reading. The ACCUPLACER Assessment is required before a student will be allowed to enroll in any general education course.

NOTE: Admission to the College does not guarantee admission into the Practical Nursing Program

II. **Nursing Admission**

Minimum admission standards include:

- Unconditional admission to the college
- A completed application for admission to nursing program received before published deadline, June 1 for fall admission, and October 1 for spring admission.
- A minimum of 18 ACT composite score National
- A minimum of 2.5 GPA for nursing required academic core courses and minimum 2.0 cumulative GPA at current, native institution or cumulative 2.0 in institution from which student is transferring
- A minimum of 2.5 GPA cumulative high school GPA for students without prior college courses (GED will be used if applicable)
- Meeting the essential functions for nursing
- Eligibility for ENG 101, MTH 100, and BIO 201

Students in the Practical Nursing Program must meet the following requirements which will be completed at the student's expense prior to and throughout enrollment in the program:

1. Meet the Essential functions of the program,
2. Provide verification that the student possesses the physical and mental capabilities to function as a nurse in diverse settings with or without reasonable accommodations,
3. Verify absence of use of drugs and alcohol by participation in random and scheduled drug/alcohol testing at the student's expense,
4. Adhere to policies of affiliated clinical agencies by submitting criminal background check and CPR certification prior to enrollment.

Admission to the Practical Nursing Program is competitive, and the number of students is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance. If the number of eligible applicants exceeds the space available to new enrollees, applicants are rank-ordered using a point system based on:

1. **ACT score** – **NO** time limit on when ACT was taken.
2. Points for grades in required college courses (i.e., ENG 101, MTH 100, BIO 201, BIO 202).
3. Students may be awarded up to 10 points as determined by college policy and procedures.

The Practical Nursing Admissions/Selection Committee will review and calculate points for students meeting minimum admissions standards after receiving GPA calculations from the Director of Admissions and Records. This process may take 4-6 weeks after each deadline before applicants receive notification of acceptance. Calls to the department will slow the process.

Transfer Policy

The transfer policy applies only to students desiring to transfer between Alabama Community College System institutions. It does not apply to students wishing to transfer from other institutions.

NURSING PROGRAM SELECTION

- *ACT score. There are 36 points possible. No time limit on when the ACT was taken.
- Points for grades in the following nursing required core general educational courses are as documented:
A = 3 points, B = 2 points, C = 1 point English Composition I
Intermediate College Algebra
Anatomy & Physiology I
Anatomy & Physiology II
- Additional 10 points may be awarded as determined by the individual college policy and procedure
- *Minimum 2.5 GPA required in the core general educational courses for the nursing program. Not all courses may have been completed at time of admission. Core general educational courses taken in high school as dual enrollment will be used in GPA calculation.
Practical nursing core courses (for stand-alone PN programs): ENG 101, MTH 100, BIO 201, BIO 202, Human Growth & Development, and Speech.
- Minimum 2.0 cumulative GPA at current, native institution or cumulative 2.0 GPA at institution from which student is transferring
- Minimum 2.5 cumulative high school GPA for students without prior college courses (GED as applicable)

Trenholm State Community College
Practical Nursing Program

Curriculum

Course Number	Course Name	Theor Hours	Lab Hour	Clinic Hours	Credi Hours	Conta Hour
First Semester						
MTH 100	Intermediate Algebra	3	0	0	3	3
BIO 201	Anatomy & Physiology I	3	1	0	4	5
NUR 112	Fundamental Concepts of Nursing	4	2	1	7	13
ORI 101	College Orientation	1	0	0	1	1
Term Totals		11	3	1	15	22
Second Semester						
ENG 101	English Composition I	3	0	0	3	3
BIO 202	Anatomy & Physiology II	3	1	0	4	5
NUR 113	Nursing Concepts I	4	1	3	8	16
PSY 210	Human Growth & Dev.	3	0	0	3	3
Term Totals		13	2	3	18	27
Third Semester						
NUR 114	Nursing Concept II	5	0	3	8	14
NUR 115	Evidence Based Clinical Reasoning	1	0	1	2	4
SPH 106/107	Speech	3	0	0	3	3
Term Totals		9	0	4	13	21

Total Credit Hours: 46

Total Program contact hours: 1120 (based on 16 weeks)

****Students who are applying for Practical Nursing are exempt from BIO 103 Principles of Biology and PSY 200 General Psychology.**

ANTICIPATED EXPENSES

As a student in this program, you can anticipate certain necessary expenses. The tuition rate is the same as that for other students, but nursing program students will incur other expenses, which include those listed below. Note that the amounts listed are approximations, and that they are **subject to change without notice.**

Tuition..... 1st Semester = \$2,165
2nd Semester = 2,610
3rd Semester = 1,885

TOTAL Tuition \$6,670.00

Uniforms, small equipment and supplies.....\$600.00
Liability Insurance (entire Program)..... 32.50
Books (entire Program)1,200.00
Standardized Achievement Tests 515.00
DocuCare..... 110.00
NCLEX-PN 200.00
Board of Nursing Application for Licensure..... 85.00
Temporary License Permit.50.00
Graduation Fee45.00

NOTE: In addition to the expenses listed above (*prices are subject to change without prior notice*), the student is responsible for transportation, meals, health care expenses, and any liability incurred during and while traveling to and/or from educational experiences. The additional estimated costs (\$400) for physical and dental examinations, medical diagnostic tests, immunization treatments, drug testing, health and/or accident insurance are also the student's responsibilities.

ESSENTIAL FUNCTIONS

1) Sensory Perception

- a) Visual
 - i) Observe and discern subtle changes in physical conditions and the environment
 - ii) Visualize different color spectrums and color changes
 - iii) Read fine print in varying levels of light
 - iv) Read for prolonged periods of time
 - v) Read cursive writing
 - vi) Read at varying distances
 - vii) Read data/information displayed on monitors/equipment
- b) Auditory
 - i) Interpret monitoring devices
 - ii) Distinguish muffled sounds heard through a stethoscope
 - iii) Hear and discriminate high and low frequency sounds produced by the body and the environment
 - iv) Effectively hear to communicate with others
- c) Tactile
 - i) Discern tremors, vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
- d) Olfactory
 - i) Detect body odors and odors in the environment

2) Communication/ Interpersonal Relationships

- a) Verbally and in writing, engage in a two-way communication and interact effectively with others, from a variety of social, emotional, cultural and intellectual backgrounds
- b) Work effectively in groups
- c) Work effectively independently
- d) Discern and interpret nonverbal communication
- e) Express one's ideas and feelings clearly
- f) Communicate with others accurately in a timely manner
- g) Obtain communications from a computer

3) Cognitive/Critical Thinking

- a) Effectively read, write and comprehend the English language
- b) Consistently and dependably engage in the process of critical thinking in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings
- c) Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator
- d) Satisfactorily achieve the program objectives

4) Motor Function

- a) Handle small delicate equipment/objects without extraneous movement, contamination or destruction
- b) Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others
- c) Maintain balance from any position
- d) Stand on both legs
- e) Coordinate hand/eye movements
- f) Push/pull heavy objects without injury to client, self or others
- g) Stand, bend, walk and/or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others
- h) Walk without a cane, walker or crutches
- i) Function with hands free for nursing care and transporting items
- j) Transport self and client without the use of electrical devices
- k) Flex, abduct and rotate all joints freely

- l) Respond rapidly to emergency situations
- m) Maneuver in small areas
- n) Perform daily care functions for the client
- o) Coordinate fine and gross motor hand movements to provide safe effective nursing care
- p) Calibrate/use equipment
- q) Execute movement required to provide nursing care in all health care settings
- r) Perform CPR and physical assessment
- s) Operate a computer

5) Professional Behavior

- a) Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others
- b) Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client
- c) Handle multiple tasks concurrently
- d) Perform safe, effective nursing care for clients in a caring context
- e) Understand and follow the policies and procedures of the College and clinical agencies
- f) Understand the consequences of violating the student code of conduct
- g) Understand that posing a direct threat to others is unacceptable and subjects one to discipline
- h) Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing
- i) Not to pose a threat to self or others
- j) Function effectively in situations of uncertainty and stress inherent in providing nursing care
- k) Adapt to changing environments and situations
- l) Remain free of chemical dependency
- m) Report promptly to clinical and remain for 6-12 hours on the clinical unit
- n) Provide nursing care in an appropriate time frame
- o) Accepts responsibility, accountability, and ownership of one's actions
- p) Seek supervision/consultation in a timely manner
- q) Examine and modify one's own behavior when it interferes with nursing care or learning

REGULATORY QUESTIONS FOR INITIAL EXAM APPLICATION

The Alabama Board of Nursing (ABN) will require the applicant to answer the following questions when making application to take the licensure examination following completion of the nursing program of study. Meeting eligibility to take the licensure examination is the decision of the ABN.

1. Have you ever been arrested for, been charged with, been convicted of, entered a plea of guilty to, entered a plea of nolo contendere or no contest for, received deferred prosecution or adjudication for, had judgment withheld for, received pretrial diversion for, or pleaded not guilty by reason of insanity or mental defect to any crime other than a minor traffic violation in any state, territory, or country? A crime related to driving while impaired or while under the influence of any substance is not a "minor traffic violation."
2. In the past five years, have you abused alcohol, drugs (whether legal or illegal, prescribed or unauthorized), and/or other chemical substances or received treatment or been recommended for treatment for dependency to alcohol, drugs (whether legal or illegal, prescribed or unauthorized), and/or other chemical substances?
3. Have you ever been arrested or convicted for driving under the influence of drugs/alcohol?
4. In the past five years, have you had, or do you now have, a physical or mental health problem that may impair your ability to provide safe nursing care?
5. Has the licensing authority of any state, territory, or country denied, revoked, suspended, reprimanded, fined, accepted your surrender of, restricted, limited, placed on probation, or in any other way disciplined your nursing and/or any other occupational license, registration, certification, or approval?
6. Is the Board of Nursing or other licensing authority of any state, territory, or country, including but not limited to the Alabama Board of Nursing, currently investigating you?
7. Is disciplinary action pending against you with the Board of Nursing or other licensing authority of any state, territory, or country, including but not limited to the Alabama Board of Nursing?
8. Have you ever been placed on a state and/or federal abuse registry?
9. Has any branch of the armed services ever administratively discharged you with any characterization of service besides "Honorable" and/or court-martialed you?

Trenholm State Community College
Practical Nursing Program

Statement of Responsibility and Understanding

Please complete and submit/mail application to:
Trenholm State Community College
Attention: Practical Nursing Department
P.O. Box 10048
Montgomery, AL 36108

Statement of Responsibility

The following statements of responsibility indicate your understanding of the requirements necessary for evaluation of your file for possible admission into the TSCC Practical Nursing Program. Please sign and return to the Nursing Department.

- I have received and read the Information Guidelines for the Practical Nursing Program from Trenholm State Community College regarding admission requirements.
- I understand that it is my responsibility to ensure that all admission criteria have been met to be considered for acceptance into the PN Program.
- I accept the responsibility to have all transcripts from other colleges/schools have been submitted and evaluated by the TSCC Registrar.
- I accept the responsibility to validate that all test scores are received by the Nursing Department.
- I understand that enrolling in and completing the PN Program does not guarantee me the ability to challenge the NCLEX-PN and become a Licensed Practical Nurse (LPN).
- I have read and understand the Essential Functions ability categories.
- I understand that nursing is a discipline with affective, cognitive, sensory, and psychomotor performance requirements. I understand that, if necessary and if I meet certain documentation requirements of a disability, I must contact TSCC Student Services at (334) 420-4316 to request accommodations.

I understand that completion of this application is a component of the student profile and does not in itself grant admission to the nursing program. I understand this application must be updated if I am not selected. I certify that the information given in this application is true and correct. I understand that providing false information may be deemed sufficient reason to dismiss the student and/or refuse admission.

Applicant's Signature

Date