

Incoming Associate Degree RN Student Admission Application

This application is for **current LPN's only**. If your goal is to become an RN and you are not currently an LPN, please complete the Dakota Nursing Program APPLICATION PROCESS FOR PRACTICAL NURSING.

Description

The Dakota Nursing Program is an educational program that results in an Associate in Applied Science Degree in Nursing. Graduates are then eligible to apply to write the North Dakota State Board Examination for Registered Nurses (NCLEX-RN).

REQUIREMENTS FOR ENTRY INTO THE DAKOTA NURSING PROGRAM – ASSOCIATE OF APPLIED SCIENCE IN NURSING

Prerequisites

These provisions must be met before the application is submitted.

- Copy of unrestricted LPN License (United States) or a student in the Dakota Nursing Program Practical Nursing Certificate Program.
- Current CPR Certification for Health Care Providers, must be updated to remain current throughout program
- Completion of Pre-Requisite College Courses with a composite GPA of 2.75 or greater and a minimum grade of 2.0 (C) in each of the following courses:
 - ENGL 110
 - CHEM 115/115L
 - BIOL 220/220L
 - BIOL 221/221L
 - PSYC 111
 - PSYC 250
 - PHRM 215
 - All PN Nursing Courses
- PHRM 215 - Introduction to Pharmacology must have been taken within five years of admission to the program.
- If the student has completed Microbiology that grade must be a minimum of C and will be computed into the composite GPA for Nursing Program courses.
- Guidelines for approval include:
 1. Composite GPA for pre-requisite and any completed required courses must be 2.75 or higher
 2. No pre-requisite or required course may have a grade lower than 2.0 (C).
 3. If a student repeats a required science course, a grade of 2.0 or higher must be obtained in the first repeat.
- GPA minimum of 2.75 for all completed college courses.

PROGRAM APPLICATION AND ADMISSION PROCESS

- Complete all requirements for admission to the College.
- Complete all requirements for entry into the Dakota Nursing Program and submit the application packet.
- Students currently in the Year 1 of the program have the first opportunity to progress to the 2nd year (Associate Degree).
- Qualified students are accepted into the program on a competitive basis until all spaces are filled. After that, qualified applicants are placed on a waiting list and admitted as space becomes available.

CHECKLIST FOR THE DAKOTA NURSING PROGRAM APPLICATION PROCESS FOR CURRENT LPNs

1. Submit all documents required for admission to your home college
 - a. ___ Application for admission/readmission to the college
 - b. ___ \$35.00 application fee (applies to new applicants only)
 - c. ___ Official high school transcript or GED test results
 - d. ___ Official college transcripts, including current semester and from all colleges attended. Transcripts must be mailed from the college attended or hand delivered in a sealed envelope. Faxed copies are not accepted
2. Submit all documents required for admission to the Dakota Nursing Program at Bismarck State College by placing application materials listed below in ***one large envelope***. Print your full name clearly on the outside of the envelope. The envelope may be mailed or hand-delivered to the address below **on or before March 4th, 2009.**

Suzie McShane, Coordinator
Dakota Nursing Program
Bismarck State College
% Allied Health Campus
500 E Front Ave, Ste. 221
Bismarck, ND 58501

- a. ___ Dakota Nursing Program application form
- b. ___ Copy of LPN License
- c. ___ Copy of current CPR certification for Health Care Providers
- d. ___ Transcripts showing completion of pre-requisite courses with required GPA
- e. ___ Transcript showing completion or in progress status (Current course evaluation form) of any program courses to be applied to the Associate Degree Nursing Program.
- f. ___ ATI PN Comprehensive Predictor 2008 From A or B report showing an individual composite score which equals a predicted probability of passing the NCLEX-PN of 92%. Schedule a test date with the nursing coordinator or testing center at the campus you are applying to. The exam must be completed on or before April 1st. Previously completed Comprehensive Predictor scores cannot be older than 1 year. External students achieving a score of less than 92%

predicted probability on first attempt will be required to wait 45 days until retaking the predictor during which time that student may remediate on the topics they failed.

- g. ____ A brief narrative statement summarizing your educational/work experiences and how those experiences will help you progress through your nursing courses. Describe your reasons for wanting to be a registered nurse. Limit the narrative to 1.5 to 2 typed pages, double space, and use #12, Times New Roman Font.
 - h. ____ Provide statements from 3 references. Use attached reference forms, to request reference statements from non-relatives. Please include:
 - a. One current or former employer
 - b. One current or former nursing instructor
 - c. The third reference can be from a colleague or a second employer or instructor.
 - 1. Complete section 1 on each form by printing your name **and** signing the waiver before distributing the forms to your selected references.
 - 2. Instruct the reference providers to seal the statement in an envelope and reference providers sign across the seal before returning the reference to you (the student).
 - 3. Collect the sealed letters of reference and include them in your application packet.
 - i. ____ Complete criminal background disclosure form. See enclosure.
 - j. ____ Review essential functions (abilities) of the nurse and discuss any areas of concern with the nursing coordinator. See enclosure.
3. All applicants will be notified of status by mail by April 29th. Incoming applicants who are qualified for admission will be on a waiting list until all internal applicants have completed the ATI PN Comprehensive Predictor during the first week of July.
- Incomplete applications will be refused and returned to the applicant.

Year 2 Curriculum – AAS

| Fall | Credits |
|--|------------------|
| NURS 224 Professional Role Development | 2 |
| NURS 225 Alterations in Health I | 3 |
| NURS 226 Maternal Child Nursing | 3 |
| NURS 227 Clinical Application I | 4 |
| MICR 202/202L Microbiology and Lab | <u>4</u> |
| Total | 16 |
| | |
| Spring | |
| NURS 228 Alterations in Health II | 4 |
| NURS 229 Health Promotion and Psychosocial nursing | 2 |
| NURS 237 Clinical Application II | 5 |
| NURS 259 Role Transitions | 1 |
| Elective (See campus specific requirements) | <u>3</u> |
| Total | 15 |
| <u>Total for year</u> | <u>31</u> |

Upon completion of this curriculum students will be eligible for an Associate in Applied Science Degree in Nursing. The student may apply to take the NCLEX-RN.

Policy on Criminal Background Checks

Upon admission to the Dakota Practical Nursing Program, the student will be required to complete and pay for a background check through the agency designated by the Dakota Nursing Program. If the student progresses to the 2nd year of the program they will need to repeat the criminal background check.

The student will not initiate the background check until directed to do so upon receipt of the letter notifying the applicant of acceptance into the program. The acceptance letter will specify the background check process to be followed. The background check must be completed by June 1, 2009.

If a background check is received with any offenses (felonies, misdemeanors or infractions), the student must address in writing their account of the offense and what specific rehabilitation measures occurred.

If the offense is less than 5 years old or of a grave nature, the student must make an appointment to appear before the admissions committee to personally address each offense.

The information will be used by the admissions committee to determine the suitability of the candidate for admission to the nursing program.

If the background check is returned with offenses that are greater than 5 years or of less than grave nature, the committee will notify you of what your next action will be.

Upon applying for licensure examination, the North Dakota State Board of Nursing will require the applicant to complete and pay for another background check. All offenses must be reported to the NDBON when applying for licensure.

Please complete disclosure form enclosed in this application packet.

Application Form for Admission to the Dakota Nursing Program

Name: _____

Permanent Mailing Address: _____

Local Mailing Address: _____

Email: _____

Telephone: Home: _____ Cell: _____ Work: _____

Social Security Number: _____

Student ID: W _____

The following data is required of the Dakota Nursing Program by the North Dakota State Board of Nursing for all applicants. Providing this information is voluntary and will not be used by the program in the decision making process. Please mark one of the following ethnic backgrounds.

Caucasian Black/African American Hispanic Native American

American Eskimo Asian Pacific Islander Asian Indian

Birthdate: _____ Age: _____ Male Female

Please circle your choice of Dakota Nursing Program campus. If you will be attending at a distance site, please specify the location.

| | | |
|-------|---------------|---------------|
| BSC | (Bismarck) | |
| | | |
| FBCC | (New Town) | |
| | | |
| LRSC | (Devils Lake) | |
| | | |
| MSU-B | (Bottineau) | |
| | | |
| WSC | (Williston) | Minot Trinity |

Current Course Evaluation Sheet

Student Name: _____

If you **are currently enrolled in** any of the following courses you must have your instructor sign this sheet. If it is an online course, attach an email from your instructor. **By submitting this form you are giving permission to the Dakota Nursing Program to verify current grades in the courses listed below.**

BIOL 221/221L – Anatomy and Physiology II and Lab

Grade (Current percentage based on 100%) _____ Date _____ Instructor signature

PSYC 250 – Developmental Psychology

Grade (Current percentage based on 100%) _____ Date _____ Instructor signature

PHRM 215 Introduction to Pharmacology

Grade (Current percentage based on 100%) _____ Date _____ Instructor signature

BIOL 202 Microbiology

Grade (Current percentage based on 100%) _____ Date _____ Instructor signature

Elective (See campus specific requirements)

Grade (Current percentage based on 100%) _____ Date _____ Instructor signature

Disclosure Form

The Dakota Nursing Program requires that all applicants provide information concerning any past felony or misdemeanor records.

Past convictions of a felony or misdemeanor would not necessarily prevent an applicant from being accepted into the program. However, failure to provide information concerning such conviction would warrant dismissal if the information were later revealed, thus indicating that the applicant had falsified this form.

Please complete, sign, and submit this form as part of your application to the Dakota Nursing Program.

1. Have you ever been convicted of a felony, a misdemeanor, or appeared in court for anything other than a minor traffic violation? (If you are unsure of what constitutes a minor traffic violation, please disclose everything.)

Yes _____

No _____

If you answered yes to the above question, please explain the conviction(s) below. Use a separate sheet of paper if necessary.

2. Have you ever been disciplined by a Board of Nursing?

Yes _____

No _____

If you answered yes to the above question, please explain the disciplinary action(s) below. Use a separate sheet of paper if necessary.

I hereby certify that to the best of my knowledge the information above is true and complete. I understand that if the background check is found to be other than stated above, it is sufficient cause for rejection of my application or dismissal from the program. I give permission to release this information and information received on my background check to affiliated nursing practice agencies.

Print Name: _____

Signature: _____ Date: _____

Role of the Associate Degree Nursing Student

Description

- The ADNS is responsible for the care of clients at all levels in nursing situations and are under the supervision of a Dakota Associate Degree Nursing Program Clinical Instructor.

- The ADNS will be taught the skills of assessing, analyzing, planning, implementation, and evaluating the care delivered to assigned clients. Professional practice must be consistent to the institution he/she is working in.

- The ADNS must work within the guidelines set forth by Dakota Associate Degree Nursing Program Director, Nursing faculty, and the North Dakota State Board of Nursing. He/she must be in good health and demonstrate emotional stability.

Responsibilities

- The ADNS will report to assigned area (if appropriate) the day before clinical to receive his/her assignment(s) following guidelines set for by the Director of Nursing. On the day of the assigned clinical, the ADNS will perform nursing care as instructed by the Clinical Instructor.

Specific Requirements

- The student must demonstrate the ability to read, analyze, and interpret nursing material per institution protocol. The student must demonstrate the ability to hand write and document correctly according to the institution's policy. The student must demonstrate the ability to write and understand the English language.

- The student must be able to demonstrate and do mathematical skills needed to see and calculate medication dosages, loading syringes with medications, intravenous medications, and volume needed to care for clientele. The student must be able to demonstrate the ability to apply concepts of basic science and math to a given problem.

- The student must be able to interpret instructions given by the Director of Nursing and the nursing faculty. These instructions may be in written, oral, scheduled or diagram form.

- The physical demands of an ADNS while in the nursing program require the use of hands to fingers; handle or feel objects or controls; reach with hands and arms; talk and hear. The ADNS must be able to sit, stand on feet for a long period of time, bend and move, and lift up to 25-50 pounds.

- The ADNS may be subject to exposed fumes or airborne particles, diseases and conditions including the AIDS and Hepatitis B viruses.

- The ADNS may also be subject to hostile or emotionally upset clients, family members or visitors.
- The ADNS works closely with the Director of Nursing and faculty, and other healthcare employees to maintain a positive friendly attitude. Confidentiality will be maintained at all times including in and out of the classroom/clinical setting. The student will respect the rights and protect these rights of all clients.

Essential Functions of the Nursing Student/Nurse

Functional Abilities - Students must be able to fully perform the essential functions in each of the following categories: gross motor skills, fine motor skills, physical endurance, physical strength, mobility, hearing, visual, tactile, smell, reading, arithmetic competence, emotional stability, analytical thinking, critical thinking skills, interpersonal skills, and communication skills. (National Council of State Boards of Nursing, 1999) However, it is recognized that degrees of ability vary widely among individuals.

Individuals are encouraged to discuss disabilities with the Director of Disability Support Services. The **Dakota Nursing Program** is committed to providing reasonable accommodations to students with disabilities upon notice and through established college policies and procedures.

1. **Gross Motor Skills**

Students must be able to: move within confined spaces; sit and maintain balance; stand and maintain balance; reach above shoulders (IVs); reach below waist (plug-ins).

2. **Fine Motor Skills**

Students must be able to: pick up objects with hands; grasp small objects with hands; write with pen or pencil; key/type (use a computer); pinch/pick or otherwise work with fingers (syringe); twist (turn knobs with hands); squeeze with finger (eye dropper).

3. **Physical Endurance**

Students must be able to: stand (at client side during procedure); sustain repetitive movements (CPR); maintain physical tolerance (work entire shift).

4. **Physical Strength**

Students must be able to: push and pull 25 pounds (position clients); support 25 pounds of weight (ambulate client); lift 25 pounds (transfer client); move light objects up to 10 pounds; move heavy objects weighing from 10 to 50 pounds; defend self against combative client; carry equipment/supplies; use upper body strength (CPR, restrain a client); squeeze with hands (fire extinguisher).

5. **Mobility**

Student must be able to: twist; bend; stoop/squat; move quickly; climb (ladders, stools, stairs); walk.

6. **Hearing**

Students must be able to: hear normal speaking level sounds; hear faint voices; hear faint body sounds (BP); hear in situations not able to see lips (when using masks); hear auditory alarms.

7. **Visual**

Students must be able to: see objects up to 20 inches away; see objects up to 20 feet away; see objects more than 20 feet away; use depth perception; use peripheral vision; distinguish color; distinguish color intensity.

8. **Tactile**

Students must be able to: feel vibrations (pulses); detect temperature; feel differences in surface characteristics (skin turgor); feel differences in sizes, shapes (palpate vein); detect environmental temperature.

9. **Smell**
Students must be able to: detect odors from client; detect smoke; detect gases or noxious smells.
10. **Reading**
Students must be able to read and understand written documents.
11. **Arithmetic Competence**
Students must be able to: read and understand columns of writing (flow sheets); read digital displays; read graphic printouts (I&O); calibrate equipment; convert numbers to/from metric; read graphs (vital sign sheets); tell time; measure time (duration); count rates (pulse rate); use measuring tools (thermometer); read measurement marks (scales); add, subtract, multiply, divide; compute fractions (medication dosages); use a calculator; write numbers in records.
12. **Emotional Stability**
Students must be able to: establish therapeutic boundaries; provide client with emotional support; adapt to changing environment/stress; deal with unexpected (crisis); focus attention on task; monitor own emotions; perform multiple responsibilities concurrently; handle strong emotions (grief).
13. **Analytical Thinking**
Students must be able to: transfer knowledge from one situation to another; process information; evaluate outcomes; problem solve; prioritize tasks; use long term memory; use short term memory.
14. **Critical Thinking Skills**
Students must be able to: identify cause-effect relationships; plan/control activities for others; synthesize knowledge and skills; sequence information.
15. **Interpersonal Skills**
Students must be able to: negotiate interpersonal conflict; respect differences in clients; establish rapport with clients; establish rapport with co-workers.
16. **Communication Skills**
Students must be able to: teach (client, family); explain procedures; give oral reports; interact with others; speak on the telephone; influence people; direct activities of others; convey information through writing (progress notes).

National Council of State Boards of Nursing. (1999). Guidelines for using results of functional abilities studies and other resources. Chicago: Author.

Statement regarding reasonable accommodations:

Colleges within the Dakota Nursing Program consortium provide equal access for students with disabilities to programs and services. Please contact the Director of Disability Support Services at each campus for information on application for accommodation.

Dakota Nursing Program

Role of the Student Nurse Statement

Please refer to the preceding lists titled “Role of the Associate Degree Nursing Student” and “Essential Functions of the Nursing Student”.

I have read and understand the role and the essential functions of the student nurse. My signature below indicates that I am able to fully perform the role of the student nurse, including performing all functional abilities at the Dakota Nursing Program. If I am unable to perform in the role of the student nurse or am unable to perform all the functional abilities I am aware that I may be dismissed from the Dakota Nursing Program for this inability to perform all functional abilities in the role of the student nurse. I have informed my nursing coordinator of any inability to perform all functional abilities in the role of the student nurse.

Student: _____ **Date:** _____