COFFEYVILLE COMMUNITY COLLEGE

Coffeyville Technical Campus

Nursing Program Application

1 + 1 Nursing Program

(LPN, RN, Paramedic to RN)

In accordance with the vision and mission of Coffeyville Community College, the purpose of the Nursing Program (CCCNP) is to foster the provision of quality nursing care by means of an exemplary nursing education based on academic and professional nursing standards for the fulfillment of professional and social responsibilities. By building upon a liberal arts foundation, and domain specific nursing knowledge graduates are prepared to provide safe and effective therapeutic care within the ethical and legal responsibilities of the Licensed Practical Nurse and/or the Registered Associate Degree Nurse.

The application period runs January 17-May 5, 2023 for an August start

Application Requirements (Your packet will not be accepted without the following)

1. Completed application for admission (last two pages of the application packet)
2. Official transcripts for all colleges, universities, and/or vocational schools attended since high school. Official transcripts can be sent directly from the school to the CCC registrar's office through an electronic transcript service.
3. A high school transcript/GED equivalent is to be submitted with application packet (unless you verified with the registrar that your HS/GED transcript is already on file with CCC).
4. Verification of an active CNA certification (or active Kansas LPN license or Kansas Paramedic License), this includes placing a copy of your certificate or license from the online registry in your completed packet. If you are currently taking the CNA course, you will need documentation in your packet that shows you are currently enrolled in the course.
5. 2 (two) reference letters from a current/previous faculty member and/or current/previous employer. Your references **must** be told to supply a contact phone number and **must** be in a sealed envelope to be accepted.
6. A one to two-page typed, double-spaced letter expressing your goals for your nursing education and practice.
7. If applicable, a one-page typed statement explaining any unsuccessful completion of previous nursing program(s), nursing courses/curriculum.
8. Schedule HESI Admission Assessment (A2) Exam with the Director of Nursing (You will be given approval to test and scheduled exam upon turning in your completed nursing application packet. Testing Dates:April 17, April 28, May 5, & May 8).
9. If applicable, TOEFL (Test of English as a Foreign Language) results. Nursing program applicants whose primary language is not English must demonstrate English language proficiency.
10. $75.00 application fee ($20.00 application fee & $55.00 HESI Admission Assessment Exam Fee) **(CASH OR MONEY ORDER ONLY) and is non-refundable once application is submitted.** The application packet will not be accepted without the paid fees in the packet.

Apply to the Program

Submit all application requirements to the Director of Nursing's Office for the **2023 Nursing Program.** Please call 620-252-7505 or email anastasiao@coffeyville.edu to schedule a time to bring in your completed packet to the Director of Nursing. Please **do not** mail your application packet; it **MUST** be handed in to the Nursing Director in person.

Address: Coffeyville Community College Technical Campus
700 Roosevelt
Coffeyville, KS 67337

Pre-Admission Exams

HESI Admission Assessment (A2) Exam will be required for all nursing applicants. The HESI A2 Exam is a computer based test consisting of several modules that examine academic knowledge in **English (Reading, Vocabulary, and Grammar), Math, and Science (A&P)**, as well as examines critical thinking. All applicants are required to complete the HESI A2 Exam as part of the admission requirements. Total time allotted to complete the exam is 6 hours (generally takes 3-4 hrs). An average score of at least 70% is recommended to remain eligible for admission into the nursing program. This exam is only administered once a year. Please allow 6 hours for the exam.

There is a review book available to study for the exam. This can be rented or purchased through any book retailer, HESI Admission Assessment Exam Review, 5th. ed. ISBN: 978-0323582261. (This review book may be purchased at the CCC Bookstore).

Available admissions testing dates are as follows: April 17, 2023, April, 28, 2023, May 5, 2023 and May 8, 2023. The admissions exam will be scheduled when a completed application is submitted to the Director of Nursing.

Test of English as a Foreign Language (TOEFL) may be required for applicants if English is not their primary language. Nursing applicants whose primary language is not English or if their nursing education was not in English must demonstrate oral and written English language proficiency. Accepted testing used to measure English proficiency is the Test of English as a Foreign Language (TOEFL).

Minimum Scores: Writing- 20, Speaking- 20, Reading- 19, and Listening- 20.

Each area must meet the minimum requirements in the categories listed above. To schedule a TOEFL examination applicants can register at the official TOEFL Website: http://www.ets.org.

Program Coursework

Prerequisite Courses for the PN and RN Programs

Anatomy & Physiology	5 credits
General Psychology	3 credits
Developmental Psychology	3 credits
Intermediate Algebra or higher level Math	3 credits
English Composition I	3 credits
Public Speaking or Interpersonal/Group Comm	3 credits

Active Certified Nurse Aide (CNA) Certificate (Required for 1st year students)

PN Nursing Courses

KSPN Foundations of Nursing	4 credits
KSPN Foundations of Nursing Clinical	1 credit
KSPN Nursing Care of Adults I	4 credits
KSPN Nursing Care of Adults I Clinical	2 credits
KSPN Fundamentals of Pharmacology	2 credits
KSPN Nursing Care of Adults II	4 credits
KSPN Nursing Care of Adults II Clinical	2 credits
KSPN Maternal Child Nursing	2 credits
KSPN Maternal Child Nursing Clinical	1 credit
KSPN Care of Aging Adults	2 credits
KSPN Mental Health Nursing	2 credits
KSPN Leadership, Roles and Issues	2 credits

RN Program Coursework

Pre-requisite for RN Program:

Microbiology	5 credits

Active Multistate or Kansas LPN License or Kansas Paramedic License

RN Nursing Courses

Bridge Course	1 credit
Health Assessment	2 credits
Maternal Child Nursing II	3 credits
Maternal Child Nursing II Clinical	1 credit
Advanced Nursing I	4 credits
Advanced Nursing I Clinical	2 credits
Mental Health Nursing II	3 credits
Advanced Nursing II	4 credits
Advanced Nursing II Clinical	2 credits
Leadership and Management in Nursing	2 credits
NCLEX-RN Review Course	2 credits

LPN-RN Matriculation and Transfer Students

All CCCNP PN graduates must seek re-admission to the RN Program. Graduates are required to submit a one-two page typed, double-spaced essay expressing your goals for your nursing education and nursing practice. A rubric is used to evaluate academic performance, and consists of the following: Cumulative and sciences GPA, previous course and clinical performance, previous HESI scores, and history of professionalism. A minimum score of 1,000 on the scoring rubric will be required to readmission into the RN program, and HESI scores make up a large portion of that total. PN graduates are not guaranteed a seat in the RN program. Admission is based upon a point system. The admission point scale is designed to objectively evaluate applicants for the nursing program. Applicants with the highest total points will be ranked above other applicants for the available positions in the program, with the cut-off score being 1,000.

LPN's that have not graduated from Coffeyville Community College Nursing Program are required to apply for admission to the Nursing Program through the yearly application process and will need a transcript evaluation by the

CCCNP director so that appropriate credit may be awarded. Additional Kansas Core PN Curriculum courses may have to be completed to continue in the Registered Nursing Program. The Bridge course is taken as the entry course into the Registered Nursing Program.

Paramedic to RN Students

All eligible Kansas Licensed Paramedics can make application to the RN program and complete the program in one year. You must have graduated from a Commission on Accreditation of Allied Health Education Program (CAAHEP) accredited program based on the National Standard EMT-P Curriculum, and hold an active Kansas Paramedic License. All Paramedic applicants are required to meet all of the same application requirements and admissions testing as the LPN's for admission to the program. Licensed Paramedics, who graduated more than three (3) years prior to application for admission, must have documentation of at least 1000 hours of EMT-P work experience within the last three (3) years. An active Certified Nurse Aide (CNA) certificate is not required for incoming Paramedics accepted into the Registered Nurse Program but highly recommended.

Selection Process and GPA Requirement

Currently, we fill a max of 24 open seats each year for the Practical Nursing (PN) program. A limited number of seats are available for LPN's/Paramedics applying for the RN program; this number depends on the number of openings after the graduating class finishes the PN program. Enrollment in the Nursing Program may be limited because of available health care facilities in the community, as well as limited faculty and financial resources at the Community College.

Notice: A 2.75 GPA in all required nursing prerequisite courses or a cumulative GPA of 2.75 is a minimum requirement to make application to the Nursing Program. In addition, applicants must have a grade of "C" or higher in each prerequisite course. However, meeting the minimum requirements does not guarantee admission into the program.

Admission to the program is based upon a point system in which a minimum cut-off score must be received to be accepted into the program. The admission point scale is designed to objectively evaluate applicants for the nursing program. Applicants with the highest total points will be ranked above other applicants for the available positions in the program. Applicants who do not meet the minimum cut-off score or do not have a completed application will not be accepted into the program. Higher admission scores will be given to applicants:

- Who have higher cumulative/nursing general education course GPA's.
- Who have earned exceptional HESI test scores indicative of successful college skill levels (>70% average required to qualify for admission, acceptable scores will range from 70-100%).
- Who have earned pre-requisite and/or CNA courses through Coffeyville Community College.
- Who have had a CNA certificate, LPN or Paramedic License ≥1 year.
- Who have exceptional reference letters from a current/previous faculty member and/or current/previous employer.
- Who have an exceptional letter expressing personal goals for nursing education and practice

Immunizations and Clinical Requirements

A licensed nurse must be capable to function safely and effectively in a variety of clinical situations, as well as

meeting specific legal standards and professional guidelines. The theory and clinical practicum requirements of the Nursing Program are essential for nursing practice and students are expected to participate and perform the skills at the competent level to be successful in the Nursing Program.

A disabled prospective nursing student may apply for reasonable accommodations to likewise function safely and effectively in the Nursing Program. The Director of Nursing will work in conjunction with the CCC Disabilities Coordinator to review the requests for reasonable accommodations prior to determining if such requests can be provided.

Once you have been accepted into the nursing program, students MUST provide documentation of required immunizations, American Heart Association Healthcare Provider CPR Certification, background check, and a CCCNP Health Form.

- a complete Hepatitis B vaccination series (series of three, or titer), or documentation of the start of the series of three, and update documentation until completed,
- 2nd MMR vaccination(s) or a positive titer,
- a negative TB Skin Test (PPD) or negative chest X-Ray (within the last year),
- Tdap booster or tetanus toxoid vaccination (within last 10 years)
- written verification of varicella history (either written by yourself or physician containing the year in which you had chicken pox), varicella vaccination, or titer,
- Current flu vaccine
- COVID 19 vaccination
- Urine drug screens will be completed prior to first clinical rotation.

Note: Additional random screenings may be required by the clinical facilities. A student will not be able to attend clinical in an agency if immunizations are not current.

***As you contemplate applying for admission to the nursing program**, please be aware that Coffeyville Community College partners with multiple health systems and health care providers to provide clinical experience for our students. These clinical partners may require all students to have received the **COVID 19 vaccinations** or submit medical/religious exemption before being allowed to begin on-site experiences, which would impact completion of program requirements.

Reference: CDC Immunization Schedules: http://www.cdc.gov/vaccines/recs/schedules/adult-schedule.htm

The CCCNP Health Form

You must have the required health form completed by a Medical Provider. This form is available to you upon acceptance into the program.

Healthcare Provider CPR Certification

All nursing students are required to have **American Heart Association Healthcare Provider CPR** Certification, which is renewed every two years. You can call the Technical Campus to find out the next scheduled CPR class being held, 620-252-7501. We will hold several CPR courses every semester at Coffeyville Community College.
If you have CPR completed prior to the start of the program, you must make sure it is titled **American Heart Association Healthcare Provider CPR, or you will be required to retake the course**

Background Check

Once you have been accepted into the nursing program, you will need to initiate a background screening. The profile information that you input will be directly sent to the school upon completion. Please complete this as soon as you receive your acceptance letter for the program (the letter will give directions as to how to complete the background screening).

- Criminal History Record Search
- Social Security Number Trace
- Residency History
- Nationwide Sex Offender Registry
- OIG (Office of Inspector General)

Urine Drug Screen

Drug Screens are performed prior to starting Nursing Program clinical experiences with the possibility of each semester thereafter while in the program as required. A student must have a negative drug screen or a positive drug screen due only to permissible prescription drugs to be permitted to begin/continue clinical experiences. Permissible prescription drugs are determined by clinical facilities. If the result of the drug screening test is positive and the student provides documentation of a prescription for the substance, the Director of Nursing will consider the case in collaboration with the student and his/her health care provider. Students testing positive for illegal substances or for non-prescribed legal substances will be dismissed from the nursing program.

*****All students must be able to pass the Background Check and Urine Drug Screen without limitations to attend Clinical Rotations*****

Readmission

Readmission to the Nursing Program is contingent on an evaluation of past academic performance in class, clinical, availability of clinical space, and nursing faculty recommendations, including but not limited to attitude, professional demeanor, attendance, and adherence to program policies. A rubric is used to evaluate academic performance, and consists of the following: Cumulative and sciences GPA, previous course and clinical performance, previous HESI scores, and history of professionalism. A minimum score of 1,000 on the scoring rubric will be required to readmission into the Nursing program. Any student who is unsuccessful in a nursing course will not be permitted to continue in the Nursing Program. Unsuccessful is defined as receiving a grade of "D" or "F" or "W". A student may not repeat any nursing program course more than two (2) times. The student must submit a written request for readmission to the Director of Nursing by the Monday after final exams with the following information:

1. Students name, date, day of exiting the Nursing Program (date of last exam), and which semester the student is seeking readmission.
2. Student's request for readmission and "Academic Success" plan to complete the nursing program; includes the submission of a type-written essay describing the changes the student plans to make in order to prepare to return and successfully complete the required course(s).
3. A copy of an official transcript once updated from the Registrar's office with current semester of course withdrawal/failure (may be turned in at a later time once updated).

****The student must be aware that financial aid may not cover the cost of repeating coursework****

Program Completion

The PN Program must be completed within 4 semesters (2 academic years). The ADN RN Program must be completed within 6 semesters (3 academic years). Students who do not meet the specified program completion

deadlines as mentioned above will be required to re-apply to the Nursing Program. Students in the PN program must successfully pass the NCLEX-PN to be eligible to apply for admission into the RN program.

Requirements for Graduation

A student is eligible for a Certificate in Practical Nursing by meeting the following requirements

- Complete 28 credit hours of the Practical Nursing Program at CCC.
- Complete 20 credit hours of prerequisite and general education courses at a regionally accredited college recognized by the U.S. Department of Education.
- Be enrolled during the semester in which requirements for the Practical Nursing Program are completed.

A student is eligible for an Associate of Applied Science Degree in Nursing by meeting the following requirements.

- 15 PN credits will be awarded towards the RN Associate Degree.
- Complete the total 66 credit hours of the ADN RN Nursing Program.
- Complete 26 credit hours of the Registered Nursing Program at CCC.
- Be enrolled during the semester in which requirements for the ADN RN are completed.

Accreditation Status

Coffeyville Community College is accredited through The Higher Learning Commission and the Nursing Program is approved through the Kansas State Board of Nursing as required by the Kansas Nurse Practice Act. The Kansas State Board of Nursing does not require additional national accreditation of nursing programs in Kansas. Although national accreditation is optional, Coffeyville Community College Nursing Program plans to seek accreditation for its LPN and RN programs. At this time, our programs are not nationally accredited. Our accreditation status does not 1) affect being able to take the NCLEX exam for licensure, 2) affect obtaining your nursing license, and 3) has not affected our graduates when securing employment as an LPN or RN. The only issue you may encounter is if you plan to further your education into a BSN or Master's program. These programs may require you to be a graduate of an accredited nursing program. We currently have agreements with Aspen University, Chamberlain College of Nursing, Labette Community College, MidAmerica Nazarene University, National American University, Oklahoma Wesleyan University, Ottawa University, Pittsburg State University, Rasmussen College, Saint Luke's College, Southwestern College, Tabor College, Washburn University, and Wichita State University where these institutions will readily accept our graduates at this time for their RN and BSN programs respectively, while we are seeking national accreditation.

Costs

For current projected nursing program Tuition and Fees please visit https://www.coffeyville.edu/student-services/nursing-program-tuition-and-fees

*****Cost subject to change without notice*****

Kansas State Board of Nursing (KSBN) Licensure

The following qualifications are required for any individual who seeks to take the NCLEX-PN (Practical Nurse) or NCLEX-RN (Registered Nurse) for licensure in the state of Kansas.

1.Have graduated from a KSBN approved practical nursing / professional registered nursing program(s) in the United States or in a foreign country.

Convictions or Disciplinary Actions

Any student may be subject to licensure denial according to the following:

65-1120. Grounds for disciplinary actions; proceedings; witnesses; costs; professional incompetency defined; criminal justice record information. (a) *Grounds for disciplinary actions.* The board may deny, revoke, limit or suspend any license or authorization to practice nursing as a registered professional nurse, as a licensed practical nurse, as an advanced practice registered nurse or as a registered nurse anesthetist that is issued by the board or applied for under this act, or may require the licensee to attend a specific number of hours of continuing education in addition to any hours the licensee may already be required to attend or may publicly or privately censure a licensee or holder of a temporary permit or authorization, if the applicant, licensee or holder of a temporary permit or authorization is found after hearing:

(1) To be guilty of fraud or deceit in practicing nursing or in procuring or attempting to procure a license to practice nursing;

(2) to have been guilty of a felony or to have been guilty of a misdemeanor involving an illegal drug offense unless the applicant or licensee establishes sufficient rehabilitation to warrant the public trust, except that notwithstanding K.S.A. 74-120, and amendments thereto, no license or authorization to practice nursing as a licensed professional nurse, as a licensed practical nurse, as an advanced practice registered nurse or registered nurse anesthetist shall be granted to a person with a felony conviction for a crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated, prior to their repeal, or article 54 of chapter 21 of the Kansas Statutes Annotated, or K.S.A. 2019 Supp. 21-6104, 21-6325, 21-6326 or 21-6418, and amendments thereto;

(3) has been convicted or found guilty or has entered into an agreed disposition of a misdemeanor offense related to the practice of nursing as determined on a case-by-case basis;

(4) to have committed an act of professional incompetency as defined in subsection (e);

(5) to be unable to practice with skill and safety due to current abuse of drugs or alcohol;

(6) to be a person who has been adjudged in need of a guardian or conservator, or both, under the act for obtaining a guardian or conservator, or both, and who has not been restored to capacity under that act;

(7) to be guilty of unprofessional conduct as defined by rules and regulations of the board;

(8) to have willfully or repeatedly violated the provisions of the Kansas nurse practice act or any rules and regulations adopted pursuant to that act, including K.S.A. 65-1114 and 65-1122, and amendments thereto;

(9) to have a license to practice nursing as a registered nurse or as a practical nurse denied, revoked, limited or suspended, or to be publicly or privately censured, by a licensing authority of another state, agency of the United States government, territory of the United States or country or to have other disciplinary action taken against the applicant or licensee by a licensing authority of another state, agency

of the United States government, territory of the United States or country. A certified copy of the record or order of public or private censure, denial, suspension, limitation, revocation or other disciplinary action of the licensing authority of another state, agency of the United States government, territory of the United States or country shall constitute prima facie evidence of such a fact for purposes of this paragraph (9); or

(10) to have assisted suicide in violation of K.S.A. 21-3406, prior to its repeal, or K.S.A. 2019 Supp. 21-5407, and amendments thereto, as established by any of the following:

(A) A copy of the record of criminal conviction or plea of guilty for a felony in violation of K.S.A. 21-3406, prior to its repeal, or K.S.A. 2019 Supp. 21-5407, and amendments thereto.

(B) A copy of the record of a judgment of contempt of court for violating an injunction issued under K.S.A. 2019 Supp. 60-4404, and amendments thereto.

(C) A copy of the record of a judgment assessing damages under K.S.A. 2019 Supp. 60-4405, and amendments thereto.

(b) *Proceedings.* Upon filing of a sworn complaint with the board charging a person with having been guilty of any of the unlawful practices specified in subsection (a), two or more members of the board shall investigate the charges, or the board may designate and authorize an employee or employees of the board to conduct an investigation. After investigation, the board may institute charges. If an investigation, in the opinion of the board, reveals reasonable grounds for believing the applicant or licensee is guilty of the charges, the board shall fix a time and place for proceedings, which shall be conducted in accordance with the provisions of the Kansas administrative procedure act.

(c) *Witnesses.* No person shall be excused from testifying in any proceedings before the board under this act or in any civil proceedings under this act before a court of competent jurisdiction on the ground that such testimony may incriminate the person testifying, but such testimony shall not be used against the person for the prosecution of any crime under the laws of this state except the crime of perjury as defined in K.S.A. 2019 Supp. 21-5903, and amendments thereto.

(d) *Costs.* If final agency action of the board in a proceeding under this section is adverse to the applicant or licensee, the costs of the board's proceedings shall be charged to the applicant or licensee as in ordinary civil actions in the district court, but if the board is the unsuccessful party, the costs shall be paid by the board. Witness fees and costs may be taxed by the board according to the statutes relating to procedure in the district court. All costs accrued by the board, when it is the successful party, and which the attorney general certifies cannot be collected from the applicant or licensee shall be paid from the board of nursing fee fund. All moneys collected following board proceedings shall be credited in full to the board of nursing fee fund.

(e) *Professional incompetency defined.* As used in this section, "professional incompetency" means:

(1) One or more instances involving failure to adhere to the applicable standard of care to a degree which constitutes gross negligence, as determined by the board;

(2) repeated instances involving failure to adhere to the applicable standard of care to a degree which constitutes ordinary negligence, as determined by the board; or

(3) a pattern of practice or other behavior which demonstrates a manifest incapacity or incompetence to practice nursing.

(f) *Criminal justice information.* The board upon request shall receive from the Kansas bureau of investigation such criminal history record information relating to arrests and criminal convictions as necessary for the purpose of determining initial and continuing qualifications of licensees of and applicants for licensure by the board.

History: L. 1949, ch. 331, § 9; L. 1963, ch. 314, § 6; L. 1972, ch. 231, § 10; L. 1975, ch. 316, § 7; L. 1978, ch. 240, § 6; L. 1981, ch. 245, § 1; L. 1983, ch. 206, § 10; L. 1985, ch. 88, § 6; L. 1986, ch. 233, § 4; L. 1990, ch. 221, § 5; L. 1993, ch. 194, § 1; L. 1995, ch. 97, § 2; L. 1997, ch. 158, § 4; L. 1998, ch. 142, § 8; L. 2011, ch. 30, § 236; L. 2011, ch. 114, § 42; L. 2018, ch. 42, § 5; July 1, 2019.

Please complete the following application and submit in your application packet for admission.

Thank you for making application to the Coffeyville Community College Nursing Program.

EQUAL EDUCATION STATEMENT: Coffeyville Community College is committed to a policy of educational equity. Accordingly, the College admits students, grants financial aid and scholarships, conducts all educational program activities and employment practices without regard to race, color, religion, sex, national origin, age, marital status, ancestry or disabilities. CCC is an Equal Opportunity Institution.

COFFEYVILLE COMMUNITY COLLEGE

Coffeyville Technical Campus

1 + 1 Nursing Program

Please complete this form and compile the Application Requirements and submit as a complete application packet to the Director of Nursing at the CCC Technical Campus. Please call 620-252-7505 for any further questions and to schedule a time to bring in your completed packet to the Nursing Director.

The application period runs January 17-May 5, 2023

Application Requirements (Your packet will not be accepted without the following)

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I affirm by my signature that I have furnished all information requested in this application. I understand that submitting any false information to the Nursing Program, including but not limited to false transcripts, or withholding information about my previous academic history will render my application for admission invalid and subject to refusal. I have read and understand the information within this program application packet, the admission requirements, nursing admission procedure, and legal qualifications for PN and RN licensure. If I am accepted and enroll in the Coffeyville Community College 1 +1 Nursing Program, I pledge to conduct myself with academic integrity and abide by the tenets of Coffeyville Community College and the 1+1 Nursing Program.

Legible Signature: _____ Date: _____

Last Name	First	Middle	SS Number	
Address		**City**	**State**	**Zip**
Date of Birth	**Cell Phone Number**	**Email Address**		

Emergency Contact Information:

Last Name	First	Phone	Relationship

Prerequisite Courses Licenses/Certificates	Grade Earned	School	Year
Active CNA Certification Number (1st year students)			
Active Kansas or Multistate LPN License/ License Number/Expiration (2nd year students)			
Active Kansas Paramedic License/ License Number/Expiration (2nd year students)			
Anatomy & Physiology (5 credits)			
General Psychology (3 credits)			
Developmental Psychology (3 credits)			
Intermediate Algebra or higher level Math (3 credits)			
English Composition I (3 credits)			
Public Speaking or Interpersonal & Group Communications (3 credits)			
RN General Education Pre-requisite			
Microbiology (5 credits)			