CHECK LIST FOR LPN ENTRY

Everything on this checklist must be complete and turned in prior to the **Deadline of March 1st**, if you want to be considered for the Practical Nursing class that begins every August. You need to plan ahead in taking your necessary pre-req’s. Call the Nursing Dept., 874-6519, if you are not certain they are acceptable. If you are looking at a Spring pre-req class...be certain that it is complete and you have an Official Transcript prior to the March 1st deadline.

Name: ____________________________________

☐ Application: The Application will go into the school data base and will be shared with the nursing department. You will be asked to update this in June of the year you are accepted.

☐ English Composition (Official Transcript must be mailed to DMTC.)

☐ A&P Transcript (Official Transcript must be mailed to DMTC.)

☐ TEAS TEST: Schedule with Sarah 874-6565 in the Testing Center. This test is given by appointment only. Practice Tests are available. An info sheet is available for possible test points.

☐ Active CNA Certification  (I need a copy of your card.)

☐ Nursing Application: This application is different from the school application. This is completed to show that you are applying for the LPN Program and what you have completed.

☐ 3 Letters of Recommendation.

☐ Essay (There is an essay guideline and rubric.)
PRACTICAL NURSING PROGRAM

PROGRAM DESCRIPTION
The Practical Nursing Program is designed to prepare safe practitioners to administer basic nursing care and/or assist with care of patients of various health statuses and ages within the province of practical nursing as defined by law. Students learn to share in the care of the sick, in rehabilitation, and in illness prevention, under the direction of a licensed physician and/or registered nurse. The PN should be skilled in detecting signs and symptoms indicative of illness and be able to efficiently communicate this information to other team members. This program provides a diversified learning experience, correlates theory and clinical practice, and effectively guides and supervises the student. Graduates of this program are eligible to apply for the National Council Licensing Exam, Practical Nursing.

The Practical Nursing Program does utilize distant learning modalities such as on-line classes and hybrid classes.

The Practical Nursing program meets the requirements of and is approved by the Colorado Community College System and Occupational Education System (CCCOES), the Colorado State Board of Nursing, and North Central Association of Colleges and Schools, and (ACEN) The Accreditation Commission for Education in Nursing.

Licensed practical nurses (LPNs) work under the direction of physicians and registered nurses to care for sick, injured, convalescent, sympathetic nature; emotional stability; good observation, decision making, and communication skills; and an ability to follow orders and work under close supervision.

Equal Opportunity/ Affirmative Action
We are an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex, age, or disability, in our activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For further information regarding civil rights or grievance procedures, contact John Jones, Director of Transportation and Community Relations, 765-2075 Road, Delta, Colorado 81416, (970) 874-4438, or the Office for Civil Rights, U.S. Department of Education, Federal Building, 1244 Speer Boulevard, Suite 310, Denver, Colorado 80204-3582, phone (303) 844-5695, FAX (303) 844-4303, TDD (303) 844-3417, or Email OCR_Denver@ed.gov

Program Approval and Accreditation:
The Practical Nursing program is approved by the Colorado Department of Regulatory Agencies Board of Nursing. 1560 Broadway, Suite 1370, Denver, CO 81202, 303-894-2430; www.dora.state.co.us/nursing The Practical Nursing program is accredited by the ACEN (Accreditation Commission for Education in Nursing, Inc.) formerly the National League for Nursing Accrediting Commission (NLNAC). 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; P. 404.975.5000 F. 404.975.5020 Website: www.acen.org

Revised Feb 15, 2016
ADMISSION CRITERIA

DMTC open-door admission policy allows anyone 16 years of age or older, who has completed or left high school, and who has an occupational objective, to be considered for entrance into postsecondary career and technical education. The PN program however, requires that you be 18 years of age by the time you graduate our program and you must have a GED or high school diploma.

Applicants are required to meet ALL admission requirements in effect at the time they apply for admission (or re-admission) to the program.

As of June 1, 2011, DMTC’s Nursing Program adopted an Application/Selection Process that allows applicants to submit an application at any time, providing ALL prerequisites are completed or are in progress by March 1st. If a class is in progress, the student will be required to submit an official transcript by the end of May. An Admission committee will evaluate each applicant’s files individually. The most qualified candidates, based on the criteria, will be selected for admission. The remaining applicants are placed on an alternate list. If space is available, applicants may be selected from the alternate list until the start of classes each August. If the student is not selected, it is his/her responsibility to reapply the following year. Applications must be completed March 1st for the Fall of the same year.

Requirements for Admission

Upon successful completion of the required prerequisites, applicants should download the Nursing Application (www.dmtc.edu/academics/Healthcare-Professions.html) and submit the completed application. Upon receipt and verification of the following documentation, the applicants will be placed in the applicant pool. In early March a committee will evaluate all applicants in the pool and make selections for placement in the fall LPN class based on the following criteria:

- Submit an Official DMTC Application to the Student Services office.
  - a. Must include signature and date, Incomplete forms will not be processed.

- TEAS Aptitude Test: Students are required to reach a minimum score that is within 15% of the National average in order to receive points on their nursing application. Students may take the TEAS test a maximum of 2 times per application cycle. TEAS scores will remain valid for a maximum of 2 years, after which time the student will be required to retake the exam.
  - Cost for TEAS test is $65.00 and is scheduled by appointment only in our testing center. Call for an appointment 874-6505

- Provide proof of a current valid CNA certification in the state of Colorado.

- Official transcripts are to be sent directly to DMTC.

- Completion of all the following prerequisites with a Grade of “C” or above with a cumulative GPA of at least 2.5 PRIOR TO applying to be placed in the applicant pool.
Mandatory Prerequisites:

- English Composition 1 (Eng 121 or Eng 111 or Eng 102 or equivalent – 3 credits)
- Human Anatomy & Physiology – (Bio 106 or Bio 104 with Lab which include the entire body systems - 4 credits OR the equivalent ie: (Bio 209 w/Lab AND Bio 210 w/Lab) or (Bio 201 w/Lab AND Bio 202 w/Lab)

Where can you take the prerequisites/commonly taken acceptable transfer courses:

Please note: the list below includes those colleges where applicants have historically been most likely to take their prerequisite courses. Alternative prerequisite courses may be taken at other colleges with permission from the nursing program coordinator. Please contact the nursing department at 874-6519 PRIOR to enrolling in a prerequisite from a college other than listed below.

ENG 121: Offered on the web at www.cccs.edu, acceptable transfer courses may be taken through Colorado Mesa University (ENG 111) or through Colorado Christian University (ENG 102)

BIO 106: Offered at DMTC and on the web at www.cccs.edu, acceptable transfer courses may be taken through Colorado Mesa University (BIO 209/209L AND BIO 210/210L) Please note that if taking at CMU, BOTH BIO 209 and 210 with corresponding labs are required.

For additional information regarding transfer credits please review the DMTC Transfer Policy at http://www.dmtc.edu/prospective-students.php

- Review the Essential Functions for Practical Nursing and sign the waiver of acceptance. These forms are found on pgs 11-13 of this packet
- Must be 18 years of age by completion of the program.
- If not selected for admission, the applicant’s information will remain in their file in the nursing department for 1 year. It is the responsibility of the applicant to contact the nursing program coordinator or secretary to confirm their intent to reapply the following application cycle.

*Anatomy and Physiology must be taken within five (5) years of the application date as well as the entry date into the Nursing program in order to be included in the prerequisites. If the class was taken more than five years ago, you will be required to take it again before applying to the nursing program.

*English Composition may be more than 5 years old.

* Contact the nursing program at 874-6519 for information regarding equivalent and transfer prerequisite courses.

*Documentation of additional related nursing course work taken, Volunteer work must be signed by Volunteer Leader
*Ability to sufficiently speak, read, write, and understand English, and to comprehend verbal communication of English speaking patients.

* If you have been a nursing student in the past, a letter from the previous nursing program director stating the reason for leaving the program.

* History of behavior problems or disciplinary action at DMTC

* Written Essay: contact Nursing Dept. for guidelines 874-6519

If you are selected for admission into the program, you will be notified by the admission committee and at that time you must complete the following:

1. Submit a non-refundable preregistration fee of $150.00
2. Complete an online Background check through American Data Bank just prior to the start of summer classes - as directed by the nursing department.
   a. Refer to the information packet or DMTC or the Nursing Program online at: [http://www.dmtc.edu/academics/Healthcare-Professions.html](http://www.dmtc.edu/academics/Healthcare-Professions.html) for a list of disqualifying offenses.
3. Submit a current CPR certification after completion of an American Heart Healthcare Provider course. The certificate must remain current throughout the nursing program.
4. Complete the DMTC health assessment form and physical examination and submit required immunization records.
5. If special accommodations are needed, submit documentation by an M.D. or psychologist; identifying any special learning accommodations necessary. Reasonable accommodations will be made to the best of our ability in the classroom setting. Learning accommodations may not be available in the lab or clinical setting.
6. Random drug screening will be performed at the College at least once a year.
   a. Testing positive for marijuana with or without a prescription is grounds for termination from the program.

**CLARIFICATION OF CURRENT POLICIES:**

**Students Applying for Re-Admission:**
Students who fail a course and/or withdraw from their original course of study and desire to re-enter the Nursing Program must reapply. Reapplication requires submission of the re-admission application to the Nursing Department prior to the end of Spring Semester annually. Such applicants are considered individually and admitted on an available space basis. Typically only 2 students are allowed re-admission annually.

**Only one re-entry** to the Practical nursing program is allowed after receiving a “D”, “F”, “U” or “W” grade in a required NUR course. In order to graduate, students must earn a grade of “C” or above in all courses required by the certificate.
PRACTICAL NURSING PROGRAM OUTLINE

Mandatory Prerequisites

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 121</td>
<td>English Composition</td>
<td>3.0</td>
</tr>
<tr>
<td>BIO 106</td>
<td>Human Anatomy &amp; Physiology</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 101</td>
<td>Pharmacology Calculations</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 102</td>
<td>Alterations in Adult Health I</td>
<td>4.0</td>
</tr>
<tr>
<td>NUR 103</td>
<td>Basic Health Assessment for the Practical Nurse</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 105</td>
<td>Practical Nursing Arts &amp; Skills</td>
<td>6.0</td>
</tr>
<tr>
<td>NUR 110</td>
<td>Basic Pharmacology for the Practical Nurse</td>
<td>3.0</td>
</tr>
<tr>
<td>NUR 116</td>
<td>Basic Concepts of Gerontological Nursing</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 131</td>
<td>Clinical I: Application of Practical Nursing Arts &amp; Skills</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Credits 19.0

Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 104</td>
<td>Alterations in Adult Health II</td>
<td>5.0</td>
</tr>
<tr>
<td>NUR 111</td>
<td>Socialization into Practical Nursing</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 113</td>
<td>Basic Concepts of Maternal-Newborn Nursing</td>
<td>2.0</td>
</tr>
<tr>
<td>NUR 114</td>
<td>Basic Concepts of Nursing of Children</td>
<td>2.0</td>
</tr>
<tr>
<td>NUR 115</td>
<td>Basic Concepts in Mental Health &amp; Illness</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 132</td>
<td>Clinical II: Application of Alterations in Adult Health</td>
<td>2.0</td>
</tr>
<tr>
<td>NUR 133</td>
<td>Clinical III Applications of Basic Concepts of Maternal-Newborn &amp; Pediatric Nursing</td>
<td>1.0</td>
</tr>
<tr>
<td>NUR 134</td>
<td>Clinical IV: Advanced Application in Adult Health</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Credits 17.0

Total Certificate Credits (includes all prerequisites) 43.0

PRACTICAL NURSING COURSE DESCRIPTIONS

NUR 101: Pharmacology Calculations, 1 Credit Hour
Prepares student to provide safe, patient-centered nursing care related to dosage calculations. Introduces critical thinking applied to dosage calculations and communication used when interacting with patients and members of the healthcare team related to various aspects of safe administration of medications. Information technology used to document medications administered and patient technology used to deliver medications are also practiced.

NUR 102: Alterations in Adult Health I, 4 Credit Hours
Provides acquisition of basic nursing theory, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to diverse adult patients experiencing common health alterations requiring medical/surgical interventions. The course introduces Practical Nursing and incorporates the legal and ethical responsibilities of the Practical Nurse.
NUR 103: Basic Assessment for the Practical Nurse, 1 Credit Hour
Provides the theoretical knowledge and psychomotor skills used by the Practical Nurse performing a basic assessment of health status of stable adult patients with predictable outcomes, including collecting, reporting, and recording objective/subjective data, observing conditions or changes in condition, and differentiating normal from abnormal findings. Principles of therapeutic communication and patient teaching are included. Includes practice collecting basic assessment data in the nursing skills laboratory.

NUR 104: Alterations in Adult Health II, 5 Credit Hours
Expands on knowledge and skills learned in Adult Health I to provide acquisition of basic nursing theory, communication, collaboration and critical thinking necessary for safe, patient-centered nursing care for diverse adult patients with conditions that are stable and predictable. The course focuses on care of patients experiencing common health alterations requiring medical/surgical interventions. The course incorporates legal and ethical responsibilities of the Practical Nurse in the care of adults.

NUR 105: Practical Nursing Arts and Skills, 6 Credit Hours
Employs basic nursing theory and applies that theory and theory from other co-requisite nursing courses to the performance of nursing skills. Communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care are applied to the care of patients across the lifespan with stable and predictable outcomes. The course applies guidelines related to the professional, legal, and ethical scope of practice of the Practical Nurse, including demonstrating safe performance of all psychomotor skills.

NUR 110: Basic Pharmacology for the Practical Nurse, 3 Credit Hours
Categorizes basic principles of pharmacology, including major drug classifications using prototype drugs, principles of medication administration including best practices for safe, quality, and patient-centered care. Discusses the legal and ethical responsibilities of the Practical Nurse related to medication administration. Application of this content is used throughout the program nursing courses.

NUR 111: Advancement into Practical Nursing, 1 Credit Hour
Demonstrates the roles and responsibilities of the Practical Nurse including scope of practice, supervision, assignment, and leadership skills. Emphasis on accountability, lifelong learning, perspectives in healthcare, and career and job readiness skills for entry level nursing practice.

NUR 113: Basic Concepts of Maternal-Newborn Nursing, 2 Credit Hours
Applies and expands the knowledge and skills learned in NUR 101, 102, 103, 104, 105, and 110 courses to provide the acquisition of basic nursing theory, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to childbearing families. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of childbearing families.
NUR 114: Basic Concepts of Nursing of Children, 2 Credit Hours
Applies and expands on the knowledge and skills learned in NUR 101, 102, 103, 104, 105, and 110 to provide for the acquisition of basic nursing theory, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to children and their families. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of children.

NUR 115: Basic Concepts of Mental Health and Illness, 1 Credit Hour
Applies knowledge of basic nursing theory, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to diverse patients at various levels of mental health promotion and mental illness management. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of patients with mental health issues.

NUR 116: Basic Concepts of Gerontological Nursing, 1 Credit Hour
Applies and expands the knowledge and skills learned in the previous and concurrent courses to provide for the acquisition of basic nursing theory, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to older adults. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of older adults.

NUR 131: Clinical I: Application of Practical Nursing Arts and Skills, 3 Credit Hours
Introduces student to application of basic nursing theory, skills, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to diverse adult patients experiencing common health alterations requiring medical/surgical interventions. The course incorporates the legal and ethical responsibilities of the Practical Nurse.

NUR 132: Clinical II: Application of Alterations in Adult Health, 2 Credit Hours
Expands on the knowledge and skills learned in Clinical I to provide for the application of adult nursing theory, skills, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to diverse adult patients experiencing common health alterations requiring medical/surgical interventions. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of adults.

NUR 133: Clinical III: Application of Basic Concepts of Maternal-Newborn and Pediatric Nursing, 1 Credit Hour
Expands on the basic knowledge and skills learned in Clinical I and NUR 113 and NUR 114 to provide for the application of maternal-newborn and pediatric nursing theory, skills, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to diverse patients of these populations. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of maternal-newborn and pediatric patient populations.
NUR 134: Clinical IV: Advanced Application in Adult Health, 3 Credit Hours
Applies and expands knowledge and skills learned in other clinical courses to provide for the application of adult nursing theory, skills, communication, collaboration, and critical thinking necessary for safe, patient-centered nursing care to multiple patients and *diverse adult patients experiencing common and/or complex health alterations. The course incorporates the legal and ethical responsibilities of the Practical Nurse in the care of adults with a variety of health alterations. *Diverse patients include persons with psychiatric health conditions.

Prerequisite Classes Available at DMTC:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 106</td>
<td>Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Focuses on basic knowledge of body structures and function, and provides a foundation for understanding deviations from normal and disease conditions. This course is designed for individuals interested in health care and is directly applicable to the Practical Nursing Program, Paramedic Program and the Medical Office Technology program.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 104 W/LAB</td>
<td>Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Focuses on basic knowledge of body structures and function, and provides a foundation for understanding deviations from normal and disease conditions. This course is designed for individuals interested in health care and is directly applicable to the Practical Nursing Program, Paramedic Program and the Medical Office Technology program.</td>
<td></td>
</tr>
</tbody>
</table>

Admission Criteria courses available through DMTC:

Adult Nurse Assistant Training

This course prepares the student to perform the fundamental skills of the nurse aide (as defined in the Colorado Nurse Aide Practice Act). Basic nursing skills, communication skills, restorative services, personal care skills, safety and emergency care issues are covered. Includes knowledge and or principles of asepsis, OSHA and HIPPA regulations. Ethical behaviors, cultural sensitivity and principles of mental health will be addressed as well as patient and resident rights. In addition, this course introduces the student to the expanding field of Home Health Nursing. The student will learn the differences and challenges of caring for patients in their natural home environment versus institutional settings. CPR for Professionals, also included, meets the requirements for American Red Cross Professional Rescuer CPR or American heart Association Basic Life Support for those who work in Emergency Services, Health Care and other professional areas. The Medical Terminology class is highly recommended.
This information sheet addresses the most commonly asked questions about the program.

**WHEN DOES THE PRACTICAL NURSING PROGRAM BEGIN?**

Classes begin approximately mid August and end approximately mid May.

**HOW LONG IS THE PROGRAM AND WHAT ARE THE HOURS?**

The Practical Nursing Program is about 10 months long. It consists of both classroom/lab time and clinical time. Classroom/lab time is Mon-Fri from **APPROXIMATELY** 8:00 a.m. to 4:00 p.m. with occasionally late lab sessions. Clinical hours vary according to facility and rotation. Clinical may be scheduled on day, evening or night shifts. Both 8 and 12 hour shifts may be scheduled. Some clinical may be held on Saturday & Sunday.

**WHERE IS THE CLINICAL PORTION HELD?**

Clinical rotations vary between local long term care facilities, hospitals, and community health care services. At this time, we use facilities in Montrose, Eckert, Olathe, Delta and occasionally Grand Junction. If necessary, students may be rotated through **ALL** sites, regardless of where they live. A reliable vehicle and flexibility to travel is a requirement of the program.

**CAN I WORK WHILE I AM IN THE PROGRAM?**

Students in the program are **STRONGLY DISCOURAGED** from working due to the intensity and pace of the program. Students can anticipate a **MINIMUM** of 3 hours homework each evening and 8-12 hours homework over the weekend.

**IS THERE FINANCIAL AID AVAILABLE?**

Yes, there is aid available for qualified students. Our financial aid officer, Tony Bowling, can be reached at 874-6503. Apply as soon as possible to maximize your chances of assistance.

**CAN ANY CREDITS I EARN APPLY TOWARD MY BECOMING AN RN?**

Yes! Colorado has a state wide articulation plan where LPN's can get credit for 1 year’s equivalent of **NURSING** classes toward their associate degree in nursing. Every college in Colorado has agreed to this plan but each college has its particular guidelines and prerequisites. For an overall picture, refer to the Colorado Articulation Model Flyer.

[http://www.ojc.edu/content/nursing/articulation.htm](http://www.ojc.edu/content/nursing/articulation.htm)

You need to contact the college of your choice for specifics on admission.
ARE GRADUATES EVER DENIED LICENSURE BY THE BOARD OF NURSING?

Yes. The Colorado Board of Nursing reviews all applicants seeking licensure in nursing. The Board may deny licensure for a number of reasons. The most frequent reasons for denial of licensure relate to individuals who have a criminal record or who have been in trouble with the Board of Nursing previously.

Applicants, who have concerns related to their status in relationship to possible licensure denial by the Board of Nursing should contact the Board at (303) 894-2430 prior to applying to the Practical Nursing Program.

WHO CAN ANSWER ANY OTHER QUESTIONS ABOUT THIS PROGRAM?

Questions about the Practical Nursing Program should be addressed to the Nursing Department. The Administrative Assistant is available Monday thru Friday 8:00 a.m. – 4:30 p.m. (970) 874-6519
**Purpose:** Delta Montrose Technical College has specified essential functions critical to the success of student’s enrollment in the Practical Nursing Program. Candidates for certificate programs must be able to demonstrate the following essential functions to meet all progression criteria necessary to move into coursework involving direct client care.

**Essential Critical Thinking** Critical thinking in thoughts, feelings, and behavior sufficient to plan and implement safe care to multiple clients

**Standard:** Critical thinking ability sufficient to:

**Example of Necessary Activities***: Identify cause-effect relationships in clinical situations
- Display ability to concentrate
- Display ability to solve problems appropriately
- Display ability to calculate dosages and measurements

**Essential Communication Skills** Oral expression and reception, reading and writing

**Standard:** A student must have sufficient communication abilities to interact promptly in order to communicate client’s needs.

**Example of Necessary Activities***: Ability to communicate effectively in English with peers, faculty, clients, and members of the health care team
- Ability to read and understand written documents in English
- Ability to report to members of the health care team
- Recognize appropriate information to relate to clients
- Ability to document & interpret nursing actions/client responses
- Ability to follow oral communication
- Ability to teach, explain, direct and counsel

**Essential Interpersonal and Emotional Coping Skills** A level of mental health to safely engage in the practice of nursing as determined by professional standards of practice.

**Standard:** A student must demonstrate the capacity to develop mature, sensitive, and effective therapeutic relationships with clients in a variety of settings and from different cultures and backgrounds. Must function effectively under stress.

**Example of Necessary Activities***: Establish rapport with patients, fellow students, faculty and members of the health care team.
- Demonstrate emotional stability, exercise good judgment under stressful, crisis and non-crisis situations and promptly complete all responsibilities and assignments.

**Essential Physical Abilities**

**Standard:** A student must have sufficient gross and fine motor skills, physical endurance, strength and mobility to carry out nursing procedures and operate equipment.

**Example of Necessary Activities***: Walk the equivalent of 5 miles per day
- Reach above shoulder level
- Ability to stand for long periods
- Ability to lift 50 pounds with repetition
- Assist patients in ambulation
- Ability to grip small objects
- Ability to push, pull, bend, twist, squat, reach, climb & lift
**Essential Hearing Ability**

**Standard:** A student must have sufficient auditory ability (with correction) to hear verbal communication from patients and members of the health team as well as responding to emergency signals.

**Example of Necessary Activities***: Responds appropriately to monitor alarms, emergency signals, and cries for help. Appropriately hears and understands tape recorded transmissions, oral reports. Ability to hear auscultatory sounds with stethoscope – lung sounds, heart sounds, bowel sounds, etc.

**Essential Observational Skills**

**Standard:** A student must have sufficient visual ability (with correction) to complete assignments, assessment of clients and perform nursing care.

**Example of Necessary Activities***: Observe and assess client responses. Observe and read equipment – analog watch, BP equipment. Read patient identification bracelets, allergy bands, diet cards, etc. Read patient orders, identification bracelets, allergy bands, etc. Any activities that are typically accomplished through vision.

**Essential Tactile Ability**

**Standard:** A student must have sufficient sense of touch or tactile ability to perform necessary assessments.

**Example of Necessary Activities***: Ability to accurately take a pulse, perform palpation, and perform required tasks, example: insertion of a catheter. Accurately perform calculations required for fluid/medication administration.

*The examples listed are not intended to be all-inclusive but merely a sampling of necessary activities within each standard. Current skills text and accepted practice is used to identify essential skills necessary for the nursing profession.

Students questioning their ability to meet the essential functions criteria are encouraged to speak with the Program Director for Academic counseling. Students failing to meet these criteria at any point in their academic program may have their progress interrupted until they have demonstrated these essential functions within negotiated time frames.

Students will be dismissed from their program of study if the faculty determines students are unable to meet these essential functions even if reasonable accommodations are made. Students failing to demonstrate these essential functions may appeal this adverse determination through the grievance policy and procedure.

**Reasonable Accommodation** will be provided to qualified students with disabilities. Whether or not a requested accommodation is reasonable will be determined on an individual basis. It is the individual students’ responsibility to request such services and to provide appropriate current documents of the need for such services, **prior** to the start of classes.
Requested Exceptions / Accommodations:

I am requesting the following exceptions and/or accommodations and will discuss the following with the Program Director:

___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

I have read and understand the above Essential Function requirements for the Practical Nursing Program, demonstrated by my signature below.

_______________________________________________________        _____________________
Signature                                              Date
Background Information:
The Colorado Community College System ("CCCS") and the State Board for Community Colleges and Occupational Education authorize the nursing programs to conduct a background investigation of all student applicants. The clinical sites used in the nursing programs require background checks of all potential interns. The purpose is to maintain a safe and productive educational and clinical environment. New students who refuse to comply with the background investigation will not be allowed to enter a CCCS Nursing Program.

An Applicant will be disqualified from a CCCS nursing program based on the following guidelines:

- Any violent felony convictions of homicide. (No time limit)
- Crimes of violence (assault, sexual offenses, arson, kidnapping, any crime against an at-risk adult or juvenile, etc.) as defined in section 18-1.3-406 C.R.S. in the 10 years immediately preceding the submittal of application.
- Any offense involving unlawful sexual behavior in the 10 years immediately preceding the submittal of application.
- Any crime, the underlying basis of which has been found by the court on the record to include an act of domestic violence, as defined in section 18-6-800.3 C.R.S. in the 7 years immediately preceding the submittal of application.
- Any crime of child abuse, as defined in section 18-6-401 C.R.S. in the 7 years immediately preceding the submittal of application.
- Any crime related to the sale, possession, distribution or transfer of narcotics or controlled substances in the 7 years immediately preceding the submittal of application.
- Any felony theft crimes in the 7 years immediately preceding the submittal of application.
- Any misdemeanor theft crimes in the 5 years immediately preceding the submittal of application.
- Any offense of sexual assault on a client by a psychotherapist, as defined in section 18-3-405.5 C.R.S. in the 7 years immediately preceding the submittal of application.
- Crimes of moral turpitude (prostitution, public lewdness/exposure, etc.) in the 7 years immediately preceding the submittal of application.
- Registered Sex Offenders. (No time limit)
- Any offense in another state, the elements of which are substantially similar to the elements of any of the above offenses.
- More than one (1) D.U.I. in the 7 years immediately preceding the submittal of application.

If the investigation reveals information that could be relevant to the application, the designated individual responsible for background checks may request additional information from the applicant. The offense shall be reviewed on a case by case basis.

- Students who have successfully completed the terms of a deferred adjudication agreement will not be disqualified. If any applicant feels the criminal background check is inaccurate, they may appeal the decision and request a review with the College. It is the applicant’s burden to produce substantial evidence that proves the crimes charged are incorrect.
1. A student is provisionally accepted into the practical nursing program pending completion of criminal background check.

2. Web address for Certified Background, the reporting agency selected for these checks, is [http://cccs.castlebranch.com](http://cccs.castlebranch.com) Students will need to access the web site.
   - Select your program (Nursing) from the drop down menu on the next page. Then from the drop down menu that appears below, select the package that applies:
     - A new student placing an order for the first time
     - A student that needs to renew their background check
   
   The report may take up to 2 weeks to clear; therefore you must start the background check as soon as possible. The student is responsible for payment at the time of order. **The cost is $34.20**

   - Students must request the report within 2 weeks of notification of acceptance into the program.

3. Certified Backgrounds will send the report electronically to the Health Program Coordinator at the Delta Montrose Technical College and a copy will be provided, upon request, to the student.

4. If a disqualifying offense is on the report, the student will be notified that they will not be accepted into the program, and will be encouraged to contact their legal counsel to assist them in clearing their record. Until the student’s record is clear of disqualifying offenses, they will not be admitted into the nursing program. (See attached list of disqualifying offenses.)