

J. Sargeant Reynolds
Community College



School of Nursing and Allied Health

PRACTICAL NURSE (LPN)

Certificate Program



Information Package

“J. Sargeant Reynolds Community College is an equal opportunity, affirmative action institution providing access to educational and employment opportunities without regard to age, race, color, national origin, gender, religion, sexual orientation, veteran’s status, political affiliation or disability.”

Revised: September 2009



Dear Student:

Thank you for the interest you have expressed in our practical nurse program. This program will provide you with a terrific opportunity to enter the nursing field in three semesters of study. Graduates of this program will be eligible to take the national examination for licensure as a Practical Nurse (LPN).

As you are aware there is currently a shortage of nurses throughout the United States and here in Virginia. Licensed Practical Nurses play a definite role in the delivery of health care in hospitals, long term care facilities, physician's offices, clinics and other agencies.

We begin classes in August each year. While many of the general education courses can be taken in day or evening classes, most of the clinical practical nursing courses must be taken during the daytime hours.

If you are interested in entering the program, you need to begin the process immediately. This information packet provides the general admission information and the steps you need to take to enter the program. Please follow the admission process in the sequence listed in this packet. All of the general requirements must be completed prior to admission to the program.

I am pleased that you have inquired into this exciting career opportunity in nursing and welcome the opportunity to assist you with your entry into the program. If you have any questions, you can email me at ccarr@reynolds.edu.

Sincerely,

Carol Carr
Program Head, Practical Nurse Program

Admission Criteria for the Practical Nurse Program

These steps must be completed in this sequence.

1. Submit a JSRCC Application for Admission to Central Admissions and Records Office and declare your major as Pre-Practical Nursing Career Studies Certificate identified as the major in item #24. When a student has been accepted into the Practical Nursing Program, they submit a curriculum change identifying Practical Nursing as their major.
2. Request official transcripts from high school, GED or certificate of completion of home schooling as well as transcripts from any other colleges attended. These must be official transcripts mailed directly from the school attended to JSRCC Admissions Office at PO Box 85622, Richmond, VA 23285-5622.
3. All applicants must complete the required college placement tests in reading, writing and mathematics. Reading and writing tests are waived for students who have already completed college level English and general education courses. All nursing applicants must take the basic mathematics placement test regardless of previous math courses taken in high school or college. You can take the tests at one of the following testing center offices: Downtown Campus - 700 East Jackson Street; Parham Road Campus - 1651 East Parham Road, and Western Campus - 1851 Dickinson Road, Goochland.
4. Report to the Student Success Center following placement test completion for interpretation of scores, including any remedial courses needed. (ENG 04, ENG 107, ENG 01, MTH 02)
5. Successful completion of English 111 and NAS 150 (or NAS 161 and 162) with a “C” or better is required prior to beginning the Practical Nursing Certificate Program.
7. All applicants to the practical nursing program must also successfully complete the *KAPLAN Nurse Admissions Test* before their application will be considered. (This test is waived for candidates with an AAS, BS, BA, or Masters Degree.) Students who do not achieve a reading/verbal score of 45 or above and a math score of 45 or above on the *KAPLAN Nurse Admissions Test* will be required to complete specific remedial course requirements with a grade of “C” or better. Upon completion of the prescribed remedial courses, the student must retake the *KAPLAN Nurse Admissions Test* to achieve an acceptable score to qualify for the program.
8. There is no fee for the *KAPLAN Nurse Admissions Test*. To prepare for the exam you are advised to use the book, [Kaplan Nursing School Entrance Exams: Your Complete Guide to Getting Into Nursing School](#), by Kaplan. (Available through Amazon.com or at the campus bookstore.)
9. Calculators may not be brought to the exam, however, you may use the computer drop down calculator.

This test can only be taken twice, so prepare intently, and do well on the first attempt. *KAPLAN Nurse Admissions Test* scores are only good for three years.

10. Students must achieve a grade of “C” or better and must have at least a cumulative GPA of 2.5 in all curriculum courses in order to be accepted into the Practical Nursing Program.
11. CPR Requirement: All applicants to the Practical Nursing Program must obtain CPR certification in Basic Life Support for Health Care Providers through the American Heart Association. CPR Certification is awarded for a period of 2 years.
12. All applicants to the program must either pass the computer competency exam, administered in the testing centers at each campus, or successfully complete ITE 115 or CSC 155 or equivalent prior to enrolling in the entry level practical nursing course. The computer competency exam may be taken twice and the score to pass is 70.

Summary of Admission Process for Enrollment in Clinical Practical Nursing Courses

- Meet minimum admission requirements:
 - ❖ Send official college and high school transcripts to college registrar
 - ❖ Satisfactory completion of required college placement tests
 - Reading and writing for those without college composition; math for all applicants
 - Complete any courses required as result of placement tests
 - ❖ Complete *KAPLAN Nurse Admissions Test* with a minimum score of: reading score - 45 and math - 45 (waived for candidates with an AAS, BS, BA, or Masters Degree)
 - ❖ Completion of ENG 111 and NAS 150 (or 161 and 162) with a grade of C or higher
 - ❖ GPA of 2.5
- Submit portfolio containing these items by specified dates to Program Head*
 - ❖ Application for Clinical Practical Nursing Course
 - ❖ Unofficial high school and college transcripts
 - ❖ Deadline: For fall class – by 5 pm on April 15
 - Notification of acceptance – June 15

* J. Sargeant Reynolds Community College
School of Nursing and Allied Health
Attn: Carol Carr
PO Box 85622
Richmond, VA 23285-5622

Portfolio of applicants will be evaluated as follows:

- Point value for qualifications:
 - ❖ GPA: (transfer credits from other colleges to receive same weight)
 - >3.7 5 pts
 - 3.4-3.69 4 pts
 - 3.1-3.39 3pts
 - 2.8-3.09 2 pts
 - 2.5-2.79 1 pt
 - ❖ Previous education:
 - CNA 1pt
 - AAS degree 2 pts
 - BS or BA 4 pts
 - Master's 5 pts
 - ❖ Kaplan Nurse Admissions Test Scores: Points are awarded separately for Math and Verbal.
 - >85 5 pts
 - 75 – 84 4 pts
 - 65 – 74 3 pts
 - 55 – 64 2 pts
 - 45 – 54 1 pt
- Allotted number of applicants with highest point total will be accepted for specified entry level course

Admission to the Practical Nursing Program is competitive and only a limited number of students will be accepted. Fully-qualified students will be ranked according to cumulative GPA, Kaplan Nurse Admissions Test Scores and completed portfolio.

ADDITIONAL INFORMATION

Physical and Dental Examination Requirement;

Completion of physical and dental examinations, including immunizations, is required in the term immediately preceding enrollment in the first clinical practical nursing course. You will receive these forms to complete upon acceptance into the practical nurse program. Applicants must be free of any physical or mental condition which might adversely affect their safety and performance as a nurse. Validation of freedom from tuberculosis is required annually of all nursing students through skin testing or chest x-ray.

Functional Skills Requirement:

Students entering the practical nursing program must possess the physical ability to

- 1) aid in the lifting and moving of patients
- 2) hear audible alarms and sounds
- 3) auscultate certain physical parameters – such as blood pressure, heart and lung sounds, and
- 4) interact effectively with patients, families and members of the health care team.

This is validated on the pre-admission physical exam and includes:

- 1) Sufficient eyesight to observe patients, read records, manipulate equipment and visually monitor patients in dim light.
- 2) Sufficient hearing to communicate with patients and members of the health care delivery team, monitor patients using electronic equipment and hear necessary sounds during operation of equipment.
- 3) Satisfactory speaking, reading and writing skills to effectively communicate in English in a timely manner.
- 4) Sufficient gross and fine motor coordination to manipulate equipment, lift, stoop or bend in delivery of safe nursing care.
- 5) Satisfactory physical strength and endurance to be on feet for extended periods and to move immobile patients.
- 6) Satisfactory intellectual and emotional function to ensure patient safety and to exercise independent judgment and discretion in performing assigned tasks

Clinical facilities used by the program mandate additional requirements for students that include updated immunizations, dress codes and conformance with professional standards.

Legal Restrictions

The State Board of Nursing has the authority to deny licensure to any applicant who has violated any of the provisions of 54.1-3007 of the Code of Virginia. There is also a July 1992 change in Virginia law that prohibits licensed nursing homes, home care organizations, licensed homes for adults, and licensed adult day care centers from hiring any individual who has been convicted of a broad range of criminal acts. Any student entering the program who has committed any illegal offenses other than minor traffic violations should discuss these matters with the Program Head or Nursing Coordinator prior to admission.

Background Checks

Background checks are required of all students prior to entry into any clinical course. Details concerning cost and vendor use will be provided in a letter sent to applicants informing them of their acceptance for entry into clinical nursing courses. The background check must be completed prior to enrollment in the first clinical course.

Applicants who do not pass the background check will not be allowed to enroll in any practical nursing course.

Accreditation

The JSR/RPS Practical Nursing Program is approved by the Virginia Board of Nursing.

Clarification of Program Length

The college offers this program in affiliation with the healthcare agencies and practitioners in the communities the college serves. The college relies on its community partners to provide clinical education opportunities for its students, expert clinical preceptors, and course instructors for many courses. The often rapid changes in healthcare law, standards of practice, technology, and content of credentialing examinations increasingly necessitates sudden changes in the programs course content, policies, procedures and course scheduling.

As a result the college cannot guarantee every student continuous and uninterrupted clinical and course instruction as outlined in the printed catalog curriculum for this program. Circumstances beyond the control of the college may necessitate the postponement of course offerings or changes in the sequencing and/or location of scheduled courses or clinical assignments. Additionally the college may have to change the instructor for courses after instruction has started.

Student Estimated Costs as of August, 2009

Tuition 38 Credits x \$101.30	\$3850
Uniforms, Shoes, and Name Pin	200
Books, Supplies and Instruments	600
Medical & Dental Exam (Personal Physician & Dentist)	500
Travel to Clinical Agencies	Variable
Background Check	50
Special Tests	60
Graduation (NCLEX & Licensure)	350
TOTAL ESTIMATED COSTS	\$5610

Financial Aid

Address: J. Sargeant Reynolds Community College
Office of Financial Aid
PO Box 85622
Richmond, VA 23285-5622

Telephone Number: 804-523-5137/ Fax Number: 804-371-3739

Email: finaid@reynolds.edu

Practical Nursing Certificate Program JSRCC

CURRICULUM

COURSE	TITLE	Lec Hrs.	Lab Hrs.	Crs Cre.
ENG 111	College Composition I	3	0	3
SDV 100	Orientation	1	0	1
NAS 150+	Human Biology	3	0	3
PSY 230	Developmental Psychology	<u>3</u>	<u>0</u>	<u>3</u>
	TOTAL	10	0	10
PNE 116	Normal Nutrition	1	0	1
PNE 141 ^{1,2}	Nursing Skills I	2	3	3
PNE 142	Nursing Skills II	1	6	3
PNE 173	Pharmacology for Practical Nurses	<u>2</u>	<u>0</u>	<u>2</u>
	TOTAL	6	9	9
PNE 162	Nursing in Health Changes II	<u>5</u>	<u>15</u>	<u>10</u>
	TOTAL	5	15	10
PNE 145	Trends in Practical Nursing	1	0	1
PNE 163 ³	Nursing in Health Changes III	<u>4</u>	<u>12</u>	<u>8</u>
	TOTAL	5	12	9

Total Minimum Credits for Certificate in Practical Nursing **38**

¹All students must pass the computer competency exam or complete ITE 115 or CSC 155 and must be CPR certified (American Heart Association) at the Basic Life Support Health Care Provider level prior to PNE 141.

²PNE 141 is an eight week class that is taken in the first 8 week session of the semester, and must be passed before taking PNE 142 offered in the second 8 week session.

⁺All students planning to continue to the Registered Nurse (RN) Program are strongly encouraged to take NAS 161-162 instead of NAS 150. NAS 161 has prerequisites of high school biology and chemistry.

³PSY 230 must be taken prior to or concurrently with PNE 163.

APPLICATION FOR THE PRACTICAL NURSING PROGRAM
Please Print

Applicant Name _____

Mailing Address _____

Street _____ Apt # _____

City _____ State _____ Zip _____

Home Phone _____

Cell Phone _____ Work Phone _____

Email _____

JSRCC Emplid # _____ Last 4 digits of SS # _____

Name of High School _____

Other Colleges Attended _____

Degree Earned _____ Date _____

Entry Date Requested _____

Signature _____ Date _____

Admission Personnel Only:

High School Transcript _____

Placement Tests Completed _____

NET Scores: Date _____

Reading/Verbal _____

Math _____

Current JSRCC GPA _____

Courses and Grades: _____

ENG 111 _____

NAS 150 or 161/162 _____

SDV 100 _____

PSY 230 _____

Mail Application to: J. Sargeant Reynolds Community College
School of Nursing and Allied Health
Attn: Carol Carr
PO Box 85622
Richmond, VA 23285-5622