Practical Nurse Application

Thank you for your interest in the Practical Nurse Program at Clover Park Technical College. The application process consists of several requirements prior to admission to the program. ***Please read the entire packet***. *Admission policies are subject to change.* Applicants are accepted under the terms in place at the time the application is received. The student is advised to keep up to date on any changes that might affect their qualifications for acceptance into the Practical Nursing program.

PROGRAM OVERVIEW:

The Practical Nursing Pathway prepares the student for employment as an entry-level practical nurse. Following successful completion of the pathway, the graduate is eligible to take the NCLEX, state board exam and apply for licensure as a licensed practical nurse. The LPN provides basic patient care under the supervision of a registered nurse, ARNP, physician, or other health care professional. LPN's are employed by long-term care facilities, in outpatient settings, clinics, schools, and hospitals. The LPN performs basic patient care, administers medications, performs skilled nursing procedures, and documents in the patient record. During lab classes the student practices nursing skills, some of which are learned by practicing on classmates. The student also participates in a variety of clinical experiences that allow them to apply theoretical knowledge to patient care. During this clinical experience, the student is expected to demonstrate competence in providing safe patient care.

PROGRAM COMPONENTS:

The Practical Nursing Program begins each fall, winter, and spring quarter. The program takes approximately 4 quarters to complete, depending on the time students need to satisfactorily complete all graduation requirements. Clinical experiences in the third and fourth quarter may be scheduled during day, evening, or weekend hours and may begin as early as 5:45 A.M. or end as late as 11:00 P.M. Students may be required to drive up to 50 miles to some clinical sites.

HEALTH DECLARATION:

It is essential that nursing students be able to perform a number of physical activities during the clinical portion of the program. This will include lifting/transferring patients, observation/assessment of patient using the physical senses, standing for long periods, performing bending activities, and executing movements required to provide care for patients in a variety of all health care settings. Students must be able to handle stressful conditions. Individuals should carefully consider the mental and physical demands of the program prior to submitting the application.

EMPLOYABILITY REQUIREMENTS:

This occupation requires medium activity and lifting/handling objects weighing up to 50 lbs. and handling body fluids. Nurses are often standing for long periods of time. For safety and protection of patients, student nurses must be able to perform basic cardiac life support, including CPR, and function in stressful and/or emergency situations.

Admission Requirements:

- **Admission to College:** Completed CPTC admission application with Practical Nurse listed as your program of study
- ***Set up your CPTC email: All communication will be sent to student email.***
- Transfer credits will be available through the ctcLink homepage.
- Apply for Financial Aid (if desired): Complete the Free Application for Federal Student Aid at www.fafsa.ed.gov. Check student Financial Aid Portal frequently at www.cptc.edu/financial-aid/portal
- **Proof of Completion of Prerequisites:** Have all prerequisite courses completed with grades posted to CPTC transcript

  - **If pre-requisite courses taken at CPTC:**
    - No further documentation will need to be provided
  - **If prerequisite's are not taken at CPTC:**
    - Complete Request for Transfer Credit Form and submit to Enrollment Services
      - Form can be found at Transfer Website: http://www.cptc.edu/transfer-to
      - Contact previous school(s) and request official transcripts be sent to CPTC via:
      - Mail: Enrollment Services
        Clover Park Technical College
        4500 Steilacoom Blvd SW
        Lakewood, WA 98499-4098
      - Email: evaluator@cptc.edu
      - Student may also hand deliver official (unopened) transcripts to Enrollment Services, Building 17.

  - If you are completing a prerequisite, submit an unofficial transcript with the packet. Once grades are posted, please submit an unopened official transcript. Once grades have been verified for the course(s) you have completed you will be notified of acceptance to the program.

Required Prerequisites: Must be completed with a combined overall grade of a B or better:

- **BIOL& 241 Human A & P 1 w/lab (5CR)**
- **BIOL& 242 Human A & P II w/lab (5CR)**
- **ENGL& 101 English Composition OR ENGL& 235 Technical Writing (5CR)**
- **MATH& 146 Intro to Stats (5CR)**
- **PSYC& 100 DIV General Psychology (5CR)**
- **CHEM&121 Intro to Chemistry**
- **BIO&160 General Biology w/Lab**
- **COLL 102 College Success (3CR) (not required if you are transferring in 30 credits, have a similar course from another college, or you hold a degree from another college)**

For CHEM& 110 (a prerequisite for BIO&241) a cumulative GPA of a "C" (2.0) or higher is required.

- **Immunization Documentation:** All immunizations must be completed (see below) and documentation must be included in the packet. <mark>**IF ALL IMMUNIZATION DOCUMENTATION IS NOT INCLUDED, YOUR PACKET WILL BE REJECTED**</mark>

- <mark>*Please note:*</mark> *Documentation that immunizations have been completed will need to be included in the packet to be accepted into the program.* Email your questions about your immunizations to nursingprogram@cptc.edu.

  - ### Measles, Mumps & Rubella (MMR)
    - 2 MMR doses of vaccinations, **or**
    - Proof of immunity by titer of each of the three components -Rubella, Mumps & Measles. (Lab report required)

  - ### Varicella (Chicken Pox)
    - 2 doses of the Varicella vaccinations, **or**
    - Positive antibody titer (lab report required)

  - ### Hepatitis B
    - 3 vaccinations **OR**
    - Heplisav-B (2-step vaccination series) **AND**
    - Positive HepB sAB antibody titer (lab report is required)

  - ### TB Skin Test (2 Step) Provide one of the following:
    - Negative 2 step test (2 separate tests done 1-3 weeks apart) within the past 12 months (you must show placement date and read date for both of the 2 steps) or
    - Past negative 2 step test PLUS all subsequent annuals (latest test must have been done within the past 12 months) or
    - If positive results, clear Chest X-Ray report within the past 3 years and a current year symptom-free report from your healthcare provider or
    - Negative QuantiFERON Gold Blood test. You must submit a copy of the laboratory report to meet this requirement.

  - ### Tetanus, Diphtheria & Pertussis (TDaP)
    - There must be documentation of a TDaP vaccination. If the TDaP vaccine was administered more than 10 years ago, you must also submit a recent TD booster.

  - ### Influenza
    - Submit documentation of a seasonal flu shot administered after October 1 of the current year. If after flu season (October to March) flu shot will be needed when available.

  - ### COVID
    - **Must** be fully vaccinated.

Admission Exam

The admission exam is the National League for Nursing (NLN) PAX admission exam and you will need to have a score of 102 or higher for acceptance. The exam is available in the Testing Center in Building 17, Room 250. You will have 2 hours and 15 minutes to complete this exam and you make take it as many times as needed to obtain the score of 102. There are three sections to the exam: Verbal, Mathematics, and Science.

How to sign up for an exam:

- o Detailed instructions for how to create an account and schedule an exam can be found at www.cptc.edu/testing and www.cptc.edu/programs/nursing.
- o You will have the option of purchasing an on-site exam (HyFlex) or a remote proctored exam (Examity). Test preparation materials are also available to purchase through the exam portal.
- o If you purchased an exam to be delivered in the Testing Center, book your appointment at www.cptc.edu/testing and click on "Book an In-Person Appointment" at the top of the page.
- o On the day of your exam bring government issued identification and the additional testing fee of $10. The testing fee must be paid at the Cashier's Office (Bldg. 17 | Room 140) prior to testing.
- o An in-application calculator, white board, and on-line support will be provided when testing.
- o Your scores will be available 4hrs after exam completion and can be accessed in the "My Dashboards" section of your NLN account.

- **Nursing Application Fee:** Non-refundable application fee of $40.00 payable at the CPTC Cashier's Office or over the phone by calling 253.589.5505.

Requirements upon acceptance:

Upon acceptance to the PN Program, you will be required to submit your CPR card (AHA) as well as a copy of your current personal health insurance card. These documents will be required at orientation.

- **CPR card: The only card that will be accepted is a current American Heart Association BLS for Health Care Provider card. All other cards will be rejected.**
- **Personal Health Insurance**

Nursing Program Application Checklist:

☐ Complete the college Admission Application if you are a new student at www.cptc.edu/apply.

☐ Provide a copy of the Practical Nursing program application on following page

☐ Provide a copy of your NLN composite test result showing a score 102 or higher

☐ Provide immunization documentation for all required immunizations

☐ If pre-requisites *not* taken at CPTC; provide a copy of your official transcript

☐ Attach a copy of the receipt showing payment of the $40.00 application fee

Submit your completed packet in person in Building 21 in drop box outside of Room 202, by email, or by mail to the address listed below. Your application packet will be date/time stamped when the entire packet is received. Partial packets will not be processed for admission to the Practical Nursing program.

Clover Park Technical College
4500 Steilacoom Blvd SW
Lakewood WA 98499
Nursing Program – Building 21,
Room 202

nursingprogram@cptc.edu

Acceptance Dates:
- Fall 2023: July 5th – Sept 8th
- Spring 2023: Dec 15th – Mar 1st

Application Status: An email will be sent to your email account approximately 5-7 business days after receipt of your application.

Contact Information: Instructional Program Assistant, Nursing, Sean McCullough, Sean.mccullough@cptc.edu.

APPLICATION FOR PRACTICAL NURSE PROGRAM

ctcLink ID# _____   Date of Birth_____

NAME _____
    LAST   FIRST   MI

ADDRESS _____

CITY _____   STATE _____   ZIP CODE_____

CELL OR MESSAGE _____

EMAIL ADDRESS _____

I understand if I do not pass the background check done in the first quarter I may not be allowed to attend clinical which could prevent me from completing the program. I understand a clinical facility can at any time require a drug screening and if I fail this it could prevent me from completing the program.

I have provided true, correct and complete information with this application. I have read and understand the information included in this application packet.

_____
Applicant Signature   Date