

PASSAIC

County Community College

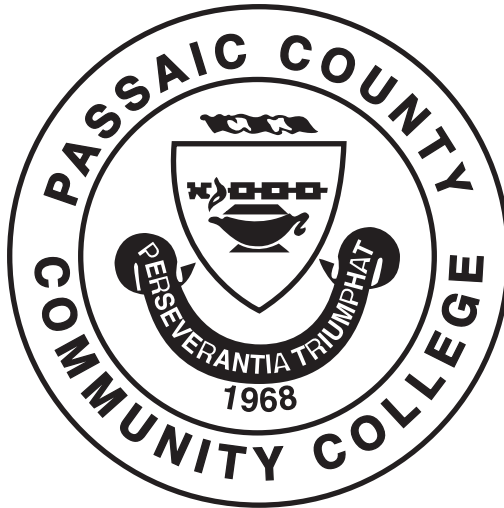
2 Paulison Avenue

Passaic, New Jersey 07055

(973) 684-5218

(973) 684-6495

NURSE EDUCATION PROGRAM INFORMATION BOOKLET



SUSSEX

County Community College

1 College Hill

Newton, New Jersey 07860

(973) 300-2284

Rev. Aug 19

Welcome

Dear Student,

Thank you for your interest in the Passaic County Community College Nurse Education Program which is offered at the Passaic Campus, and at Sussex County Community College in Newton, New Jersey. Our two-year Associate in Applied Science degree program is accredited by the New Jersey Board of Nursing and the Accreditation Commission for Education in Nursing. Graduates are eligible to apply to take the National Council of State Boards of Nursing Licensure Examination to become registered nurses.

Read the information contained in this booklet and call for an appointment to see an advisor, as you consider your options to earning a degree and becoming a registered nurse.

Sincerely,

Donna Stankiewicz, Ed.D., MSN, RN
Associate Dean
Nurse Education and Sciences

Passaic County Community College
Nurse Education Program
(973) 684-5218 or 6495 (Passaic)
(973) 300-2136 (Newton)

**PASSAIC COUNTY COMMUNITY COLLEGE
MISSION STATEMENT**

PCCC offers high-quality, flexible, educational and cultural programs that meet the needs of Passaic County residents. The College provides its students with a strong general education foundation for further study and opportunities for career preparation and lifelong learning. Impassioned by our commitment to student progress and program completion, the College strives to address a wide variety of student learning needs through excellence in teaching, innovative and effective use of technology, multiple instructional methods and developmental and ESL programs that provide access to college-level programs. The College's supportive learning environment fosters student success and faculty excellence. Through a culture of evidence and inquiry, the College is an effective steward of its physical, financial, and intellectual resources.

Approved: 6/25/84

Revised: 1/27/92

Revised: 1/28/02

Revised: 1/23/12

NEW JERSEY BOARD OF NURSING LICENSURE REQUIREMENTS

The Nurse Education Program has the responsibility to inform applicants contemplating admission to the nurse education program of the possible barriers to future licensure. Graduation from a program does not guarantee admission to the licensure examination. The New Jersey Board of Nursing has the ultimate responsibility to determine who is eligible for a license to practice nursing in the State of New Jersey and requires that the following criteria be met before an individual may receive an application for a license to practice professional nursing. The applicant for a license to practice professional nursing shall submit to the board evidence in such form as the board may prescribe that said applicant:

- (1) has attained his or her eighteenth birthday;
- (2) is of good moral character, is not a habitual user of drugs and has never been convicted or has not pleaded nolo contendere, non-vult contendere or non-vult to an indictment, information or complaint alleging a violation of any Federal or State law relating to narcotic drugs;
- (3) holds a diploma from an accredited four-year high school or the equivalent thereof as determined by the New Jersey State Department of Education;
- (4) has completed a course of professional nursing study in an accredited school of professional nursing as defined by the board and holds a diploma there from. (N.J. Board of Nursing Regulation C.45:11-26, a.)

**** A criminal history background check is required upon application for licensure as a registered professional nurse.**

ADMISSION TIMELINES*

Passaic Campus (Passaic County Community College)

Students are admitted to the day option of the Nurse Education Program each September and the evening option each January.

Licensed practical nurses are admitted each Spring (May) to the mobility option.

Newton Campus (Sussex County Community College)

Students are admitted to the day option of the Nurse Education Program in January of the even-numbered years and to the evening option in January of the odd numbered years.

APPLICATIONS ARE DUE AS FOLLOWS*

Passaic

FALL (September)

DAY OPTION – March 1st

SPRING (January)

EVENING OPTION – October 1st

LPN Mobility Option – February 1st

Sussex

SPRING (January)

DAY OPTION – October 1st

SPRING (January)

EVENING OPTION – October 1st

Applications will NOT be accepted past the due date.

Incomplete applications will NOT be reviewed by the Committee and become ineligible for that admission cycle.

***NOTE:** Priority is given to residents of each county of the respective college. Others may be accepted on a space available basis.

GUIDELINES FOR STUDENT SELECTION (The Selection Point System)

The Selection Point System is designed to quantify the admission criteria and provide a point system upon which to rank applicants for admission. Utilization of this Selection Point System will be carried out by the Nursing Admissions Committee. Each applicant will be given a score based on the system below. Students selected will be offered a seat in the program based on their score, in rank order, as space is available.

Test of Essential Academic Skills (TEAS V)

A passing score on the TEAS is a minimum of 50% correct (Adjusted Individual Score) in each of the subject areas, Math, Reading, and English. **A passing score is required, but does not guarantee acceptance to the program.** The points earned on the TEAS are combined with points earned for the G.P.A. in courses required in the curriculum, and applicants are admitted in rank order of their point score.

Points are assigned for each subject section score and then averaged for a total point score.

Percent Correct:	Points
49 or below	0
50-54	1
55-59	2
60-64	3
65-69	4
70-74	5
75-79	6
80-89	7
90-99	8

Example:

Reading Score 50%	1 point
Math Score 70%	5 points
English Score 60%	<u>3 points</u>
	9 points

9 points divided by 3 (sections)= Total score of 3 points

GPA AND NUMBER OF COLLEGE CREDITS

GPA	Credits	Points	GPA	Credits	Points
3.5 - 4.0	27 - 34	12	2.5 - 3.0	27 - 34	10
	19 - 26	8		19 - 26	6
	12 - 18	4		12 - 18	2
3.1 - 3.4	27 - 34	11	2.0 - 2.4	27 - 34	9
	19 - 26	7		19 - 26	5
	12 - 18	3		12 - 18	1

LPN Mobility Exam

Score	Points	Score	Points
90 – 99	10 points	94-99	10 points
80 – 89	8 points	88-93	8 points
75 – 79	6 points	82-87	6 points
70 – 74	4 point	76-81	4 points

*Required scores for tests
taken prior to Sept 1, 2017*

*Required scores for tests
taken after Sept 1, 2017*

NOTE:

1. Withdrawals, D's and F's in the required general education and nursing courses:
-1 point for each occurrence within the last 5 years.
2. GPA's from other colleges will be combined with GPA earned at PCCC for applicants who transfer credits for required courses.

Sciences will be accepted within five (5) years of the start of the first nursing course.

Students applying to the program while in the senior year of high school or students applying for advanced standing (transfer from another generic nursing program) will be considered on an individual basis and are not subject to this admission criteria.

ADMISSION PROCESS DAY and EVENING

When you have been admitted to the College you may begin the application process to the Nurse Education Program:

- (1) All applicants must take Test of Essential Academic Skills (TEAS). This examination may only be taken once a semester.
A passing score is good for three (3) years.

- (2) To register for the TEAS follow these steps:
 1. Go to www.atitest.com.
 2. On the right hand side, on the lower portion of the home page, click on **Register TEAS**.
 3. This will take you to a registration page and the question “*would you like to register for the TEAS*” (appears in drop down box).
Click on **NEXT**.
 4. The next page will ask you the state and city, select New Jersey and then Paterson and then NEXT
 5. This will take you to the page with the testing sessions listed. Select a date and click on **Register** and follow the directions on the pages that follow.
 6. You will **pay the test fee of \$87.00*** online to complete your registration.
 7. Remember to bring your **ATI User ID, Password, and PCCC photo ID** on the day of the test.
 8. Instructions for creating the account are on the upper right hand corner of the ATI website home page under “secure Sign In” just click on “create an account” and follow the instructions. Write down your user name and password and bring it with you on test day.

- (3) Submit all of the following information together on or before the application due date to the Nurse Education office at the Passaic Academic Center:
A completed application identifying the program option you are seeking,
Incomplete applications will not be reviewed;
A copy of your scores on the TEAS;
A student copy of your transcripts from all colleges for all courses transferred and grades earned. Additionally, an official copy of transcripts from other colleges/universities must be mailed to the Admissions Office.

** Subject to change*

ADMISSION REQUIREMENTS
DAY OPTION

A candidate for admission to the Nurse Education program must be a high school graduate or have a high school equivalency diploma (GED). These admission requirements are minimum standards and must be met prior to admission.

- (1) Meet the Passaic County Community College's admission criteria.
- (2) Achieve college level placement or complete required remediation with grade of "C or higher.
- (3) Achieve a passing score of 50% correct (Adjusted Individual Score) in each subject area. Math, Reading, and English on the TEAS exam. A passing score will be considered valid for admission to the Program within three (3) years of completing the test.

Candidates who did not achieve a score of 50% on each Section of the TEAS Exam may retake the exam ONCE per semester. Students who are not successful after the second attempt should make an appointment with the nursing department for advisement.

The Admission Committee of the Nurse Education Program will review all applicants and make a decision based on overall admission score (see pages 5 and 6) and space available in the class.

TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS V)

(Scores are available to view on www.atitesting.com 7 days after the exam)

A passing score on the TEAS is a minimum of 50% correct (Adjusted Individual Score) in each of the subject areas, Math, Reading, and English. **A passing score is required, but does not guarantee acceptance to the program.** The points earned on the TEAS are combined with points earned for the G.P.A. and applicants are admitted in rank order of their point score.

Points are assigned for each subject section score and then averaged for a total point score.

Percent Correct:	Points
49 or below	0
50-54	1
55-59	2
60-64	3
65-69	4
70-74	5
75-79	6
80-89	7
90-99	8

Example:

Reading Score 50%	1 point
Math Score 70%	5 points
English Score 60%	<u>3 points</u>
	9 points

9 points divided by 3 (sections)= Total score of 3 points

DAY OPTION CURRICULUM SAMPLE

This option is designed for students who desire to complete the program in two academic years during the day.

Prerequisite to NUR-101 Nursing I is:

CH-103 Introduction to Inorganic & Organic Chemistry 4 Credits

First Semester		Credits
EN-101	Composition	<u>3</u>
PS-101	Introduction to Psychology	<u>3</u>
BS-103	Anatomy and Physiology I	<u>4</u>
NUR-101	Nursing I	<u>7</u>
		17

Second Semester Credits

EN-102	Composition II	<u>3</u>
BS-104	Anatomy and Physiology II	<u>4</u>
PS-102	Psychology of Human Growth and Development	<u>3</u>
NUR-102	Nursing II	<u>8</u>
		18

Third Semester Credits

BS-203	Microbiology	<u>4</u>
Humanities Elective		<u>3</u>
NUR-201	Nursing III	<u>9</u>
		16

Fourth Semester Credits

NUR-202	Nursing IV	<u>9</u>
NUR-203	Nursing Transition 1	<u>3</u>
Sociology Elective		<u>3</u>
		13

Total Credits for the Degree *(Includes CH-103) 68

EVENING OPTION CURRICULUM SAMPLE

This option is designed for students who have completed all of the following general education courses:

Course	Description	Credits
CH-103	Introduction to Inorganic and Organic Chemistry	4
BS-103	Anatomy and Physiology I	4
BS-104	Anatomy and Physiology II	4
EN-101	Composition I	3
EN-102	Composition II	3
PS-101	Introduction to Psychology	3
PS-102	Psychology of Human Growth and Development	<u>3</u>
Total		24

First Semester

NUR-101 Nursing I	<u>7</u>
	7

Summer Session I

BS-203 Microbiology	<u>4</u>
	4

Summer Session II

Humanities Elective	<u>3</u>
	3

Second Semester

NUR-102 Nursing II	8
Sociology Elective	<u>3</u>
	11

Third Semester

NUR-201 Nursing III	<u>9</u>
	9

Fourth Semester

NUR-202 Nursing IV	9
NUR-203 Nursing Transition	<u>1</u>
	10

Total 44

Total Credits for Degree 68

ADMISSION REQUIREMENTS LPN MOBILITY OPTION

An applicant for admission to the Nurse Education Program must be a high school graduate or have a high school equivalency diploma (GED). These admission requirements are minimum standards. Each applicant must:

- (1) Meet the general admission criteria for students admitted to Passaic County Community College;
- (2) Achieve satisfactory scores on the College Placement Test for placement in college-level math and English courses or have completed required remediation; with a grade of “C” or higher.
- (3) Complete the following college-level courses with grades of “C” or higher **prior** to admission:

		Credits
CH-103	Introduction to Inorganic and Organic Chemistry	4
BS-103	Anatomy and Physiology I	4
PS-101	Introduction to Psychology	3
EN-101	Composition I	3

- (6) Achieve a minimum score of 76 on the National League for Nursing NACE I examination. (*May only be taken once every 6 months*).
The results of this examination are valid for three years;
- (7) Submit evidence of a valid New Jersey practical nurse license (LPN);
- (8) Submit a transcript from the School of Practical Nursing with grades of “B” or higher;
- (9) Submit a dated letter of recommendation from your current employer or from the director of the practical nurse program from which you graduated.

LPN MOBILITY OPTION CURRICULUM SAMPLE

This option is designed for LPNs who desire careers as registered nurses.

Note: Prior to NUR-195 students must take CH-103 Introduction to Inorganic and Organic Chemistry (4 credits); BS-103, Anatomy and Physiology I (4 credits); EN-101 English Composition I (3 credits); PS-101 Introduction to Psychology (3 credits), Seven (7) credits for NUR 101 Nursing I will be granted for an achievement score at a 76 or higher on the NLN NACE1 after passing NUR 195.

First Semester (in May)	Credits
NUR-195 Nursing Mobility	<u>2</u> 2
Summer Semester	
NUR-102 Nursing II	8
PS-102 Psychology Human Growth and Development	<u>3</u>
	11
Third Semester	
BS-104 Anatomy and Physiology II	4
EN-102 Composition II	3
NUR-201 Nursing III	9
Humanities Elective	<u>3</u>
	19
Fourth Semester	
BS-203 Microbiology	4
NUR-202 Nursing IV	9
NUR-203 Nursing Transition	1
Sociology Elective	<u>3</u>
	17
Total Credits for Degree 70	

ADMISSION WITH ADVANCED STANDING

The Nurse Education Program admits students to the program with advanced standing in nursing and general education courses when space is available. All applicants requesting admission with advanced standing to the Nurse Education Program are required to complete an application to Passaic County Community College. Students who have earned nursing credits in an institution of higher education (community college, four year college, or university) may receive transfer credit for NUR-101 Nursing I only when the content and credits are comparable to the course required at Passaic County Community College, and the course has been taken within the last two (2) years. Transfer applicants must take the NUR 101 final examination and pass with a score of 75% or higher and pass the clinical calculation examination with a score of 85% or higher. A letter from the prior nursing program Dean or Director stating the applicant was in good standing when they left the program is required. Applicants should request an appointment to see the Associate Dean of Nurse Education to review the following documents brought to the meeting with the Dean:

1. transcript(s);
2. nursing program outcomes and requirements, course descriptions, objectives, and grading scale.

The grades in science courses will be accepted within five (5) years of the start of the first nursing course.

Students who exceed the five (5) year requirement and have a “C” or better may take available standardized challenge examinations to validate their knowledge.

There is a fee for the NUR-101 Nursing 1 final examination. This fee must be paid at the Bursar’s Office and a receipt presented prior to taking the examination. See Office Staff for dates and the fee.

HEALTH POLICY

After admission to the Nurse Education program students are required to meet medical requirements of the clinical agencies used for clinical practice. A complete physical examination and laboratory /screening tests are required, and additional updates may be required annually. Students must be able to participate fully in the clinical practice experience without limitations from medical or other reasons. Students who become ill or injured during their enrollment in the Nurse Education program, or those undergoing long term or specialized treatment including medications, must have their physician complete the program's Medical Release form documenting that the student may participate in clinical practice without limitations.

The following items are required of all students after admission to the Nurse Education Program, prior to beginning Nursing I :

1. Physical examination by a physician or nurse practitioner.
2. Urinalysis
3. Complete Blood Count
4. Initial Tuberculin Mantoux (PPD) Two-Step TB Test
5. TDAP (Tetanus, Diphtheria, and Pertussis) within 10 years
6. Rubella (German Measles), Rubeola (Measles), Parotitis (Mumps), and Varicella (Chicken Pox) blood titers to determine immunity status
7. Documentation of Hepatitis B immunization series or a Hepatitis B titer showing immune status. If found to be non-immune, the student must have the immunization series.
8. Drug testing annually or more often as required by the clinical agency

Once admitted to the Nurse Education program, students will participate in an orientation and receive detailed instructions for completing the medical requirements.

BASIC LIFE SUPPORT CERTIFICATION

All students are required to complete an American Heart Association Basic Life Support Health Care Provider Course prior to beginning the nursing clinical courses. Certification must be kept current throughout the program.

HEALTH INSURANCE

All students must show evidence of health insurance to participate in clinical. The college does **NOT** offer health insurance.

MALPRACTICE INSURANCE

All nursing students are required to carry individual liability “RN Student” insurance for coverage in the amount of \$1,000,000.00/ \$3,000,000.00. This insurance must be in effect at the start of the semester. The policy must be kept current.

DOCUMENT MANAGEMENT/TRACKING

Documentation of completion of each of these requirements is submitted to a confidential database managed by Castlebranch. Students receive e-mail communication as items are completed /rejected/overdue based on program guidelines. Students are responsible for the \$30.00 cost of this document tracking which covers all 4 semesters of the program.

CLINICAL EXPERIENCE SITES

The Nurse Education Program is responding to the increasingly complex demands of the healthcare system by expanding partnerships with educational and clinical institutions. These partnerships create environments that best prepare students to practice in contemporary healthcare delivery systems. In order to provide these educational opportunities, clinical experiences may take place outside of the county where the student is attending classes. **While the program attempts to schedule clinical practice at times that are consistent with the day or evening program schedule, it is not always possible and students must have flexibility to attend clinical at other times including 12 hour shifts and weekends if required.**

CRIMINAL HISTORY BACKGROUND CHECK

The Joint Commission on Accreditation of Health care Organizations (JCAHO), the primary accrediting body for our clinical agencies, has mandated criminal history background checks for all individuals involved in patient care.

All nursing students must undergo criminal history background checks upon admission and annually thereafter, or more frequently if required by the clinical agency. Clinical agencies require that the results of the background check are **clear** in order for a student to attend clinical practice.

These checks are conducted by an external vendor. The cost of this background check is the student's responsibility. The information is sent to the college. Clinical agencies may require that a copy of the student's background check report be sent to the agency.

Only students with a completely clear background check and no "hits" of any type may remain in the Nurse Education program. Students who do not have clear background checks throughout their enrollment will be withdrawn from the program.

All applicants must be aware that an additional criminal history background check is required by the NJ State Board of Nursing prior to licensure as a registered professional nurse.

May 2001

May 2002, October 2002

January 2004, June 2004

September 2006

January 2007

July 2010

September 2012

July 2014

Program Costs

In addition to the PCCC tuition and fees charged for each nursing course, students should be aware of additional costs associated with the program:

Books: the first semester is the most expensive as students are required to purchase the foundational texts and reference books that they will use for the entire program. Book costs for NUR 101 are approximately \$600.00. For the subsequent semesters, NUR 102, NUR 201, and NUR 202 and 203, only 1 or 2 additional textbooks are required.

Uniforms: 1 uniform and nursing shoes will cost approximately ~~\$100.00~~ **\$125.00**. One uniform is needed in NUR 101, but 2 are needed in NUR 102, 201, and 202.

Supplies: Cost of a good stethoscope, bandage scissors, and wristwatch with a second hand will be approximately **\$100.00**

Nurse Pack: Required nursing supplies kit for use in the clinical skills lab for practicing nursing procedures **\$60.34**. This is purchased for NUR 101 and used in all 4 semesters.

Medical/Health Requirements: a physical exam with blood and urine tests, other diagnostic screening, and immunizations as needed are required prior to NUR 101. Costs vary depending on insurance coverage.

Criminal Background Check: **\$48.55** in year 1 and **\$30.00** in year 2.

Drug Screening: **\$51.00** each year.

Document Tracker: **\$30.00** for all 4 semesters, paid prior to NUR 101 when medical and other clinical requirements are done.

Liability Insurance for RN students: **\$30.00-\$50.00** per year

CPR Certification: Approximately **\$70.00** varies by training site.

**Stated costs are estimates only and are subject to change.*

ACCREDITATION

The Nurse Education Program is accredited by:

Department of Law & Public Safety

New Jersey Board of Nursing

124 Halsey Street, 6th Floor

P.O. Box 45010

Newark, New Jersey 07101

973-504-6430

Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road, Suite 850

Atlanta, Georgia 30326

404-975-5000

www.acenursing.org

The program admits students without regard to race, color, gender, sexual orientation, national or ethnic origin.