



Danville Campus and Leestown Campus

Practical Nursing Program: Admission and Program Information

Admission Information/Guidelines

Contact Bluegrass Community & Technical College (BCTC) Admission's Department to obtain an application for admission form or access the form on-line. Complete the application requirements and submit the documents in an application envelope to any of the admission's offices of BCTC.

Admission to the college does not guarantee admission to the Practical Nursing (PN) Program. An admissions committee appointed for this purpose will select the students for the Practical Nursing Program. Only applicants who have met all the program admission requirements will be considered. The deadline to apply for the spring semester is October 1st, by the end of the business day. The deadline to apply for the fall semester is March 1 by the end of the business day. If the deadline date falls on a weekend then the final date for application is the last business day prior to the deadline date. Applicants will be notified of the selection results within two months of the application deadline. A posting of either "yes" or "no" will be in the area under acceptance in the applicants' MYBIN account and will have a letter posted in the comments section of MYBIN. A letter may also be sent per mail to the applicant. Applicants need to follow the instructions in the letter and if there are questions, contact the campus practical nursing coordinator.

- **LEESTOWN APPLICANTS:** Call or e-mail Brenda Willoughby, Practical Nursing Coordinator
Phone: (859) 246-6731 or e-mail (brendas.willoughby@kctcs.edu)
- **DANVILLE APPLICANTS:** Call or e-mail Evelyn Grigsby, Practical Nursing Coordinator
Phone: (859) 246-6882 or e-mail (evelyn.grigsby@kctcs.edu)

Applicants may pick up an application packet for the practical nursing program at any campus location, admissions area. Applicants must submit a complete application packet of all documents listed on the "Checklist" form in the application packet before the published deadline. Upon receipt of the completed packet, please allow 7 - 10 days for the Office of Admissions to enter the information into MyBin. An applicant may print copies of the "Checklist" form and the letter that is posted on the web site and place all the documents in an envelope and submit it to an Admissions Office. The web site to obtain the letter and check list is http://www.bluegrass.kctcs.edu/sa/admissions/practical_nursing_lpn/.

Applicants must submit a complete packet or envelope with all of the documents below:

- **Scores of ACT and/or Compass test**
Taken no more than 6 months prior to application for admission is advised.
- **Official college transcripts from every college attended (except for KCTCS colleges)**
- **Official high school transcript indicating that the applicant has or will complete a high school course of study or a passing GED official score report**
- **Pre-admission conference attendance form** A pre-admission conference with the coordinator or one of the PN faculty is required prior to an applicant's consideration by the Practical Nursing Admissions Committee. Pre-admission conferences for all applicants for the PN program are held every 1st and last Tuesday of each academic month during the fall and spring semesters when classes are in session, not summer months, on Leestown campus in building A, room 225 at 11 a.m.. Danville campus conferences will be the first and last Fridays of Feb. and Sept. at 11 a.m. in room 118. No appointment is required for the group pre-admission conferences. An appointment is needed for an individual conference with a PN faculty member.
- **CHANGES IN THE PN PROGRAM** Changes in the PN program may occur during a semester. Some of these changes may impact the application process. Applicants are encouraged to review the BCTC nursing web site to make sure that they have the most current information. The web site will be updated as the changes occur.

Listed below are the minimum Compass and/or ACT Scores required to apply for the PN Program, however, achieving minimum scores will not provide preference for admission:

Preference for admission may be given to applicants achieving higher than minimum scores.

- COMPASS: Algebra: 36 minimum ---preference may be given to higher algebra scores
- COMPASS: Reading: 84 minimum—preference may be given to higher reading scores
- COMPASS: Writing: 70 minimum---preference may be given to writing scores of 90
- ACT: English 18, reading, 20 and math 19

Successful completion of the required courses RDG (reading), ENC (English composition) and MT (Mathematics) will serve in place of COMPASS scores to meet the minimum requirements for admission to the practical nursing program.

How to earn ranking points for consideration for admission to the PN program

The process to earn ranking points for admission will be reviewed at the conference. All who plan to apply for the PN program must attend one of the group pre-admission conferences or meet with the PN coordinator or PN faculty prior to application to the program.

Appointments with PN faculty

PN faculty are available by appointment during regular office hours.

During priority registration and late registration weeks, sign up sheets will be posted outside of PN faculty office doors for advising appointments.

Practical Nursing Faculty Leestown Campus		
Jessica Cruse	Room A-210	246-6727
Melinda Greenlese	Room A-246	246-6734
Cassidy Orr	Room A-221	246-6729
Brenda Willoughby	Room A-220	246-6731
Practical Nursing Faculty Danville Campus		
Evelyn Grigsby	Room 103 F	246-6882
Linda Naumann	Room 111	246-6870
Cheryl Puckett	Room 111	246-6866
Melanie Sallee	Room 111	246-6868
Connie Yeager	Room 111	246-6876

Practical Nursing Program Information

The Practical Nursing Program, approved by the Kentucky State Board of Nursing, combines classroom instruction with hands-on skill labs and supervised clinical instruction in local health care and/or other community facilities. Graduates who meet the program’s academic and the Kentucky Board of Nursing requirements may apply to the National Council Licensure Exam (NCLEX) to become licensed practical nurses (LPNs). Following successful completion of the Practical Nursing Program and NCLEX-PN, the graduate will:

- Assume the role of a competent, caring practical nurse in a variety of settings
- Use the human caring phenomena and the nursing process in providing nursing care;
- Demonstrate self-direction and responsibility for maintaining nursing competence by pursuing personal and professional development;
- Communicate effectively with all members of the health care team; and
- Demonstrate accountability of practice with adherence to ethical and legal standards of the profession.

Mission

The mission of the Practical Nursing Program is to prepare students to provide nursing care commensurate with the knowledge and skills required by the scope of practice of the licensed practical nurse as defined by the Kentucky State Board of Nursing.

Program of Study

Program Length: 3 Semesters: 52- 63 credit hours

Students must have current CPR for health care provider’s certification and have active status on the Kentucky Medicaid Nurse Aide Registry or successful completion of an MNA, NAA (Nursing Assistant Skills I) equivalent [nursing] course within the past three years prior to entering NPN 100, NPN 105, and NPN 110.

Students who do not meet these requirements should register for CPR 100 and MNA 100 (NAA 100). **These two classes are pre-requisites and proof of meeting these requirements must be shown during the first week of class.**

Progression Policy

A student who receives two grades of “W”, “E” or “D” while in a practical nursing program may not apply to return to the practical nursing program for two years. The student would apply as a new student and if accepted would repeat all PN courses previously taken. This policy applies to students who fail or withdraw from the same practical nursing course two times, to students who fail or withdraw from two different practical nursing courses while in the program, and to students who fail or withdraw from two practical nursing courses during the same semester. This policy applies to transfer students who have had one failure/withdrawal in another KCTCS practical nursing program. Transfer applicants with two prior practical nursing course failures or withdrawals may not be admitted to the program.

BCTC DANVILLE AND LEESTOWN CAMPUSES PN PROGRAM CURRICULUM

<u>COURSE #</u>	<u>DESCRIPTION SEMESTERS</u>	<u>CREDIT HOURS</u>
Students must maintain at least a “C” grade in each course required in the term in order to progress in the program. NPN courses may require clinical rotations. Clinicals may include days, evenings, nights, and/or week-ends.		
AHS 100 or PY 110 or PSY100 & PSY 223 (if taking the PY 110 & PSY 223 both must be completed with at least a course grade of a C prior enrollment into semester II)	*AHS 100 Human Growth & Development or *PY 110 General Psychology or PSY100 Intro. to General Psychology & PSY 223 Developmental Psychology (3 credits) Must be completed during Semester I or prior with a grade of at least a 2.0 (C) (3 years prior time limit for PSY 223 and AHS 100)	2.0
BIO 135 or BIO 137 & BIO 139 (if taking the A & P part I & part II BIO courses, both must be completed with at least a course grade of a C prior enrollment into semester II)	Human Anatomy & Physiology I with Lab, BIO 137 &* BIO 139 Human Anatomy & Physiology II with lab (4 credits each) or BIO 135, Basic Human Anatomy & Physiology with Lab (4 credits) If taking BIO 135 or BIO 137 & 139 must be completed prior to Semester I or prior enrollment into Semester II. Cannot go on to Semester II if not completed with at least a 2.0 (C) course grade for each course (3 years prior time limit for BIO 139 and BIO 135)	4.0
NPN 100	Introduction to Nursing—Semester I	2.0
NPN 105	Development of the Care Giver---Semester I	6.0
NPN 110	Pharmacology I—Semester I	2.0
NPN 201	Child Bearing Family—Semester II	3.0
NPN 125	Mental Health Concepts---Semester II	3.0
NPN 130	Pharmacology II—Semester II	3.0
NPN 135	Introduction to Health Deviations---Semester II	6.0
ENG 101 or COM 181 or COM 252	ENG 101 Writing I or COM 181 Basic Public Speaking or COM 252 Introduction to Interpersonal Communications (3 credits each) Must be completed with a course grade of at least a 2.0 (C) prior graduation date.	3.0
NPN 200	Med/Surg I—Semester III	5.0
NPN 205	Med/Surg II—Semester III	5.0
NPN 215	Nursing Trends and Issues—Semester III	1
CIS 100	CIS 100 or equivalent Introduction to Computers (3 credit hour course) Must be completed with a course grade of at least a 2.0 (C) prior graduation date.	3.0
NPN 210	Clinical Practicum (Final 5-6 weeks of semester III, hours may include evenings, nights and/or week-ends)	4
TOTAL		52-63 credits

Requirements are subject to change under the direction of BCTC, KCTCS and/or approval from the Kentucky Board of Nursing.

*In course listing, indicates courses that may be taken prior admission to the program (restriction of time period may exist for specific courses)

Technical Standards

Nursing at the technical level involves the provision of direct care for individuals and is characterized by the application of verified knowledge in the skillful performance of nursing functions. All students require:

1. Sufficient visual acuity, such as is needed in preparation and administration of medications, and for the observation necessary for patient assessment and nursing care;
2. Sufficient auditory perception to receive verbal communication from patients and members of the health care team and to assess health needs of people through the use of monitoring devices such as cardiac monitors, stethoscopes, IV infusion pumps, Doptones, fire alarms, etc.;
3. Sufficient gross and fine motor coordination to respond promptly and to implement the skills, including the manipulation of equipment required in meeting health needs;
4. Sufficient communication skills (speech, reading, writing) to interact with individuals and to communicate their needs promptly and effectively, as may be necessary in the individual's interest; According to KAR 314.051 (1)(c) An applicant for a license to practice as a licensed practical nurse shall file with the board a written application for a license verified by oath, that the applicant: Is able to understandably speak and write the English language and to read the English language with comprehension and;
5. Sufficient intellectual and emotional functions to plan and implement care for individuals.

Program Requirements—Requirements must be met or the student will be dropped from the program. After admission to the program, during the first week of Semester I, all students—Leestown and Danville campuses must provide copies of the following:

- **Submit proof of current CPR for Health Care Providers**
 - CPR status must remain current while the student is enrolled in the Practical Nursing Program.
- **Submit required proof of immunity to rubella, rubeola and mumps.**
 - Documentation of a MMR vaccine or a positive titer (this is a blood test that shows immunity) for Mumps, Rubella and Rubeola. If the titer is non-reactive or negative, then a MMR vaccine must be taken **or** documentation by a physician of having rubeola, rubella, and mumps diseases.
- Proof of a negative tuberculosis (TB) skin test (good for 1 year from date given) or if a history of a positive TB skin test, physician documentation and a chest x-ray showing no active disease. Annual TB screening is required while the student is enrolled in the Practical Nursing Program. **Proof or immunity to varicella (chicken pox)**
 - Positive oral/written history of chicken pox **or**
 - Positive antibody titer **or**
 - Immunization with varicella vaccine. Full immunization requires a series of two injections.
- Successful completion of a Medicaid Nurse Aide or equivalent course within the past three (3) years or proof of active status on the Medicaid Nurse Aide Registry. The PN coordinator will review all requests for an equivalent course and determine if the course taken meets the PN nurse aide requirement.
- Professional liability insurance through college at nominal fee.
- **Background check:** If a clinical facility requires a satisfactory criminal background check as a prerequisite for clinical practice, students must submit to a background check and meet this requirement.
- ****Students attending the PN program at Danville Campus have additional clinical requirements as mandated by Ephraim McDowell Hospital. During the first week of Semester I, Danville students must provide copies of the following:**
 - Proof of a 2-step TB skin test six weeks prior to the first clinical day and then annual TB skin testing thereafter.
 - Positive varicella titer or varicella immunization.
 - Tdap (good for 10 years from date given).

Kentucky State Board of Nursing Criminal Convictions Regulation

The Kentucky Administrative Regulation 201 KAR 20:370 authorizes the Kentucky Board of Nursing to deny, limit, revoke, suspend, or take other action against an applicant or licensee who is guilty of the offenses or conduct specified in KRS 314.091. Applications for licensure by examination are therefore reviewed for eligibility. Candidates for licensure by examination may be denied application in relationship to the candidate's criminal conviction record. Copies of the board's information regarding this regulation may be obtained on the Kentucky Board of Nursing web site, <http://kbn.ky.gov>.