Kansas City Community College
Nursing Program
Practical Nursing Information

Dear Prospective Nursing Student,

Thank you for your interest in our Practical Nursing Program. The program is approved by the Kansas State Board of Nursing (KSBN). Enclosed you will find information about the program and the admission criteria and procedure.

You should work with a Student Success Advisor to enroll in pre-requisite courses. As you near your final semester of pre-requisite courses, please contact our Health Professions Advisor to discuss your application and next steps.

Carrie Boorem, MS
Health Professions Advisor
913-288-7543
cboorem@kckcc.edu
practicalnursing@kckcc.edu

In our program, all PN courses are offered through hybrid delivery. Students will be required to attend in person two days a week for lab, clinical, and testing. The majority of lecture material will be completed virtually through the Blackboard learning management system.

While a hybrid schedule allows for flexibility, the nursing curriculum is rigorous and time consuming. Students will spend approximately 15 hours in class and clinical per week. Students should dedicate an additional 15-20 hours each week to study or for lab time. As a result, students are advised to limit outside employment to 20 hours or less per week while enrolled in the program.

Please contact us with further questions about our program. We hope you will pursue a nursing career and wish you well on your career choice!

Bronyal McFadden, DNP, MSN, MBA, RN
Director of Nursing
913-288-7294
bmcfadden@kckcc.edu

MISSION STATEMENT

Provide excellence in nursing education inspiring diverse graduates to demonstrate competence in clinical judgment resulting in quality, evidence-based, client-centered care to enrich the health of our community, one student at a time.

KSBN OUTCOMES FOR PRACTICAL NURSING PROGRAMS:

1. <u>Relationship-centered care</u>: provide nursing care that is relationship-centered, caring, culturally sensitive and based on the physiological, psychosocial, and spiritual needs of clients with commonly occurring health alterations that have predictable outcomes.
2. <u>Teamwork and Collaboration</u>: collaborate with the client and members of the interprofessional health care team to promote continuity of client care and shared decision-making.
3. <u>Evidence based practice</u>: use current evidence as a basis for nursing practice.
4. <u>Informatics</u>: use information and client care technology to support the delivery of safe, quality client care.
5. <u>Quality Improvement</u>: participate in quality improvement activities assessing their effect on client outcomes.
6. <u>Safety</u>: provide an environment that is safe and reduces risk of harm for clients, self, and others.
7. <u>Professionalism</u>: demonstrate accountability for client care that incorporates legal and ethical principles, regulatory guidelines, and standards of nursing practice.
8. <u>Leadership</u>: use leadership skills that support the provision and coordination of client care.

COLLEGE POLICIES AND PROCEDURES

KCKCC policies and procedures relevant to students are found in the following locations:

Student Handbook
https://www.kckcc.edu/files/docs/student-resources/student-handbook-and-code-of- conduct.pdf

Academic Catalog
https://www.kckcc.edu/academics/catalog/index.html

College Policies and Statements
https://www.kckcc.edu/about/policies-statements/index.html

Student resources: Technology Resources, Student Services and Support, Student Activities
https://www.kckcc.edu/student-resources/index.html

KCKCC Foundation Scholarships
https://www.kckcc.edu/foundation/scholarships/

APPROVAL
Kansas State Board of Nursing (KSBN)
900 SW Jackson St
Topeka, KS 66612
785-296-4929

Kansas City Kansas Community College
Essential Functions – Nursing

All students in the nursing education programs at KCKCC must be able to meet the following essential functions, with or without reasonable accommodations:

- Communicate effectively with clients, families, health care team members, peers, and faculty from a variety of social, cultural, and intellectual backgrounds.
- Communicate and organize thoughts to accurately prepare written documents for the healthcare environment.
- Perform CPR, i.e. move above client to compress chest and manually ventilate client.
- Respond with precise, quick actions in emergency situations.
- Stand and walk for an entire clinical shift, which may be up to 12 hours.
- Bend, squat, kneel and twist repeatedly during a clinical shift.
- Lift up to 50lbs and push, pull, or carry up to 25lbs on a regular basis.
- Assist with lifting or moving clients of all age groups and weights, with or without the use of mechanical lifts as appropriate.
- Work with arms fully extended overhead.
- Use hands for grasping, pushing, pulling and other fine manipulation.
- Demonstrate eye/hand coordination for manipulation of equipment, i.e. syringes, procedures, etc.
- Possess tactile ability to differentiate changes in sensation.
- Possess tactile ability sufficient for physical examination of a patient.
- Possess auditory acuity to note slight changes in the client's condition, i.e. lung sounds, bowel sounds, etc.
- Possess auditory acuity to hear client's calls for assistance without facing the client.
- Possess auditory acuity to interpret various equipment signals and use the telephone.
- Possess visual acuity to read and distinguish colors, to read handwritten orders and other handwritten/printed data.
- Possess visual activity to clearly view electronic monitors and scales in order to correctly interpret data.
- Possess olfactory ability sufficient to detect differences in odor.
- Possess cognitive ability to manage multiple clients' needs simultaneously.
- Possess cognitive ability to perform mathematical calculations necessary for administering medications.
- Possess good short-term and long-term memory.
- Behave in a competent, professional manner.

ADMISSION TO THE PRACTICAL NURSING PROGRAM
CRITERIA

- Possess a high school diploma or equivalent (GED).
- 18 years of age or older at time of application
- GPA of 2.5 or higher in the program required courses.
- Score of 60.0 or better on the ATI TEAS® current version. (Maximum three (3) attempts).
- Students must complete all general education courses prior to admission (except for Interpersonal Communication or Public Speaking which must be completed by the end of the 3rd semester of nursing courses) with a grade of "C" or better to be eligible for admissions. *Students may apply during the semester in which they are completing the prerequisite courses.*

REQUIRED STEPS

1. Apply to KCKCC and meet the admission requirements of the College (**www.kckcc.edu**).

2. Complete a separate application/checklist to the PN program and submit it to the Nursing program office, room 3602. The student is responsible for submitting all required items (see checklist) by **4pm CST** on **April 15th** (for fall start) or **October 15th** (for spring start). Nursing applications may be obtained online under Registered Nursing or from the Nursing Department in the Flint Building, Suite 3602.

3. Complete the ATI TEAS® current version. (Maximum three (3) attempts). The test assesses knowledge in the areas of Reading, English, Math, and Science. Students will need to go to the www.atitesting.com website, set up an account, register, and pay to take the TEAS® on one of the dates scheduled. Register with ATI *Official transcripts from the TEAS® taken at other schools must be sent to us electronically through the www.atitesting.com website.*

REQUIRED DOCUMENTS

1. Official college transcripts are required from each institution attended (except KCKCC) and must be submitted to the Nursing department or the KCKCC Registrar's Office.

Practical Nursing Program
Kansas City Kansas Community College
7250 State Avenue, Kansas City, KS 66112
practicalnursing@kckcc.edu

2. Proof of Identity – (Examples: Driver's License, Passport, or College ID)

3. Please refer to the KCKCC College Catalog for information on the TOEFL (Test of English as a Foreign Language) requirements.

4. Social Security number for a background check.

5. Wyandotte and Leavenworth County (Kansas) applicants must provide proof of residency at the time of application. To prove their residency, applicants will need to provide **one** of the following items:
    a. Receipt for purchase of Wyandotte or Leavenworth County license tags
    b. Receipt of payment of Wyandotte or Leavenworth County property taxes
    c. Copy of voter registration for Wyandotte or Leavenworth County
    d. Copy of Kansas driver's license with Wyandotte or Leavenworth County address
    e. Utility and/or rent receipt from Wyandotte or Leavenworth County address

6. Students transferring from other nursing programs must submit nursing course syllabi and a letter of recommendation from the DON of the previous nursing school to KCKCC DON showing that a student was in good standing at the time of withdrawing from the program.
    Note: *If you have been unsuccessful in a nursing program, you did not leave in good standing and do not qualify as a transfer student. You may apply to our program as a Generic or Articulation student. If admitted, you will NOT be able to transfer in previous nursing credits.*

IMPORTANT INFORMATION REGARDING BACKGROUND CHECKS

Admission to the Kansas City Kansas Community College Practical Nursing Program **DOES NOT** guarantee graduation from the program**.** Graduation from the nursing program **DOES NOT** guarantee eligibility to take the licensure examination (NCLEX-RN).

The Kansas State Board of Nursing (KSBN) may deny a license to practice nursing as a registered professional nurse if the applicant has been guilty of a felony or guilty of a misdemeanor involving an illegal drug offense unless the applicant establishes sufficient rehabilitation to warrant the public trust. No license shall be granted to a person with a felony conviction of a crime against persons as specified in Article 34 of Chapter 21 of the Kansas Statutes Annotated and Acts and Amendments.

Also considered are the patterns of practice and other behaviors exhibiting an apparent incapacity to practice nursing as described in 65-1120 in the Kansas Nurse Practice Act (https://ksbn.kansas.gov/npa/). All criminal history must be revealed to and will be evaluated by the KSBN before licensure is granted or denied. Since KCKCC is in Kansas, this information does not cover other states/ requirements. Please check with the Board of Nursing in the state where you will request licensure.

SCORING

Applicants will be ranked according to the following point system:

Component	Points	Calculation
GPA in program required courses	8	GPA of all program required courses, multiplied by 2
TEAS® composite score (maximum of three attempts) *RN requires a 60.0* *PN requires a 58.0*	8	90 and above = 8 points 85.0-89.9 = 6 points 80.0-84.9 = 5 points 75.0-79.9 = 4 points 70.0-74.9 = 3 points 65.0-69.9 = 2 points 58.0-64.9 = 1 point
Academic success	2	Completion of all pre-requisite and program- required courses on the first attempt.
Wyandotte/Leavenworth County Residence	1	Residence listed on college records is a WY or LV county address
Previous degrees	3	Master 's degree or higher = 3 points Bachelor's degree = 2 points Associate's degree = 1 point
Full-time load	1	Completion of a 12-credit hour load semester in the previous two (2) years with a minimum 2.5 GPA in which at least one science or math pre-requisite was completed with a C or better.
All General Education, Prerequisite coursework and TEAS test completed	1	All General Education, Prerequisite coursework, and the TEAS test completed at time of application
KCKCC LPN/Paramedic/RRT Alumni applying to Articulation to RN Program Option	1	One point will be awarded with those who have graduated from these programs at KCKCC and are currently licensed in this area

NOTES

- **Applications will not be considered without all required items.** The applicant is responsible for submitting all required items by the stated deadline.
- Students will be notified, via their KCKCC email, of their admission, denial waitlisted status. Please allow up to 2 months after the application deadline.
- It is the student's responsibility to keep the Nursing **and** Admissions Offices notified of any name, address, email, or phone number changes.
- Admission to the program is competitive; application to the program and completion of the criteria and steps does not constitute admission.
- Class size is currently limited to 20 students but may change without notice. Class size is determined each semester based on classroom availability, faculty to student ratios, clinical facility availability, and accreditation requirements.

TUITION, FEES, AND EXPENSES

- Tuition and fees are determined by the Board of Trustees each academic year.
- Course fees are determined by the program each academic year and include liability insurance, SNA membership, NCLEX-RN® preparatory materials, background checks, random drug screens, laboratory supplies, Clinical Student, etc.
- Financial Aid **may** be available through the Financial Aid Office. Students considering applying for financial assistance are encouraged to contact the Financial Aid Office at 913-288-7697 to begin the process upon application.
- A student taking eight hours of nursing courses per semester is considered as a half-time student when awarded federal financial aid. However, eight hours of nursing courses per semester will be considered full-time for attendance verification.
- The Nursing program follows the KCKCC guidelines related to tuition and fee refunds.

Wyandotte County resident – 2024-2025

	Tuition & Fees $107/credit hr	Class Fees	Total
General education and pre-requisite courses	$1,368	$25	$1,393
1st semester nursing courses	$1,712	$1,401	$3,113
2nd semester nursing courses	$1,819	$582	$2,401
Uniforms, shoes, watch, scissors, stethoscope, hemostat, pen light, etc.			$300
Books			$895
Computer			$300
KSBN/NCLEX-RN®			$375
		TOTAL	**$8,777**

Kansas resident – 2024-2025

	Tuition & Fees $119.50/credit hr	Class Fees	Total
General education and pre-requisite courses	$1,368	$25	$1,393
1st semester nursing courses	$1,912	$1,401	$3,313
2nd semester nursing courses	$2,031.50	$582	$2,613.50
Uniforms, shoes, watch, scissors, stethoscope, hemostat, pen light, etc.			$300
Books			$895
Computer			$300
KSBN/NCLEX-RN®			$375
		TOTAL	**$9,189.50**

Due to rising costs, the above figures are subject to change. The most current information on tuition, fees, and expenses will always be found on the KCKCC website at
https://www.kckcc.edu/admissions/tuition-fees/index.html

PRACTICAL NURSING PROGRAM CURRICULUM

Pre-Requisite Requirements

Course		Credit Hours
ALHT 0120 **OR** ALHT 0126 **OR** ALHT 0127	Medical Terminology	1-3
PSYC 0101	Psychology*	3
PSYC 0203	Human Development*	3
BIOL 0143 **OR** BIOL 0141 **AND** BIOL 0271 **AND** BIOL 272	Human Anatomy and Physiology **OR** Human Anatomy **AND** Physiology* **AND** Physiology Lab*	5-8
Total Hours for Pre-Requisite Requirements		**12-17**

Practical Nursing Requirements*

Course		Credit Hours
FIRST SEMESTER		
KSPN 0102	Foundations of Nursing	4
KSPN 0104	Foundations of Nursing Clinical	2
KSPN 0107	Nursing Care of Adults 1	5
KSPN 0108	Nursing Care of Adults 1 Clinical	2
KSPN 0115	Fundamentals of Pharmacology and Safe Medication Administration	2
NUPN 0100	Application of Health Assessment for the PN	1
TOTAL		**16**

Course		Credit Hours
SECOND SEMESTER		
KSPN 0121	Nursing Care of Adults 2	5
KSPN 0123	Nursing Care of Adults 2 Clinical	2
KSPN 0124	Maternal Child Nursing	2
KSPN 0126	Maternal Child Nursing Clinical	1
KSPN 0128	Care of Aging Adults	2
KSPN 0130	Mental Health Nursing	2
KSPN 0132	Leadership, Roles, & Issues	2
NUPN 200	Clinical Judgment for the PN	1
TOTAL		**17**

Total Hours for Practical Nursing Requirements	**45-50**

Special notes:

* See course syllabus for prerequisites.

General education courses completed at another accredited institution may be eligible for transfer.

CURRICULUM NOTES
- Students must achieve a grade of 'C' or better in **ALL** pre-requisite and program courses required for the certificate.
- General education courses are offered in a variety of formats.
- Program courses are offered in a hybrid format.
- Clinical experiences may be scheduled any day of the week, including Saturday and Sunday.
- Clinical courses **DO NOT** meet in the summer; therefore, it takes two academic years to complete the program, regardless of the number of pre-requisites completed prior to starting.
- Program courses must be completed in the sequence noted.
- Courses, credit hours, pre-requisites, and sequence are subject to change.

POLICIES AND PROCEDURES OF THE NURSING PROGRAM
The following section provides an overview of policies and procedures specific to students in the Nursing program. Detailed guidelines will be presented to admit students at orientation.

GRADE REQUIREMENTS
The faculty are committed to providing students the assistance to successfully complete the program and pass the NCLEX-PN®. As a result, the Nursing Student Success Protocol has been developed and will be initiated for students who score 80% or less on an exam or who are in clinical jeopardy. It is the student's responsibility to adhere to the protocol guidelines and faculty recommendations.

A student is required to earn a grade of 'C' or better in all required courses. For clinical courses, a student must receive a passing grade in both the didactic and clinical components to pass the course.

Didactic Grading Scale
Both the overall exam average and total points earned must be 74.0% or higher (1st semester) and 76.0% or higher (2nd semester) for a student to pass. There will be no rounding of either exam average or total points when determining a student's eligibility to pass the course.

    A = 90-100%
    B = 82-89%
    C = 78-81%
    D = 65-77%
    F = 0-64%

Clinical Grading Scale
Clinical are graded on a Pass/Fail basis according to the Clinical Evaluation Tool.

COMPREHENSIVE EXAMINATION
Prior to completion of the Nursing Program, students will be required to attend the ATI NCLEX-PN® Live Review Course and take the ATI Comprehensive Predictor Exam.

COURSE MEETING TIMES
While every effort is made to respect the students' time by adhering to the scheduled course meeting times, there are situations when this is not possible. Examples include field trips, guest speakers, and skill checks. Students will be given as much advanced notice as possible and must attend these course meetings.

ATTENDANCE
Professional development is a key component of the PN program. For this reason, there are attendance policies in place for didactic, clinical and simulation activities.

LEAVE OF ABSENCE
All required nursing courses must be completed within a two (2) year period to qualify for graduation. Only one leave, one semester in length, will be permitted. An official written request must be completed and submitted to the Director of Nursing. Return from a leave of absence will be granted on a space available basis.

EMPLOYMENT
The PN program **strongly** recommends students limit employment to 20hrs/wk. or less. A student's work schedule will not be considered for assigning students to courses and may not be used as an excuse to miss class, clinical or lab. Students working in a clinical facility may only perform the duties indicated in the job description for the position in which they are hired. Students may **NOT**:
- Perform duties associated with the position of PN.
- Wear their student uniform or KCKCC nametag.
- Give medications based on being a nursing student at KCKCC.

CLINICAL POLICIES AND PROCEDURES
SCHEDULING
- Assignments will be based on several factors including site availability, student compatibility, logistics, goals, strengths, and progress in the curriculum. Due to unforeseen circumstances, assignments are subject to change.
- Every effort will be made **NOT** to place students at a facility in which they have previously worked, in which an immediate family member is employed, or in which they have contracted to work after graduation.
- Once a student has been pre-enrolled for the next clinical rotation, changes may be made to facilitate group size and composition as deemed necessary by the faculty, Director of Nursing, and contractual obligations with the facilities. Every effort will be made to keep schedule disruptions to a minimum, but students should be prepared for their clinical day to change for each clinical course.
- Most clinical sites are located within a 60-mile radius of the college. Costs associated with travel to and from the clinical, including parking fees, are the student's responsibility.
- Students may be assigned to a clinical offered on the weekend or during the evening.
- Clinical courses may take place outside the college's standard academic calendar, including summer, spring, and holiday breaks. All assignments are **final** and non-negotiable.

PROFESSIONALISM

Students are expected to abide by the same professional expectations in clinical as in the classroom and laboratory settings. Any student excused from a clinical setting for behavioral or professionalism issues and not allowed to return to the facility will automatically fail the clinical.

MEDICAL EXPENSES

Students are responsible for any personal medical expenses resulting from injury or illness during clinical experiences. Students will be expected to maintain personal health insurance throughout the program and will need to show proof of insurance.

APPEARANCE STANDARDS

Students will be expected to follow the KCKCC Uniform Policy described in the student handbook. Jewelry and body art must be kept to a minimum and conform to clinical institution policy. Hair must be of a natural hue and make-up should be simple. No artificial fingernails, gels, or extenders will be allowed when having direct contact with patients or in the simulation lab. *Please note*: Additional regulations may be required in some clinical facilities.

REQUIREMENTS FOR CLINICAL

After acceptance into the PN program and to secure placement in nursing courses, students will require certain health and medical records be submitted for review and approval. A date will be provided in the acceptance packet for the items to be submitted. ***Students who do not meet these requirements by the deadline could have their place in the PN program released to an alternate candidate.***

In compliance with the Family Education Rights and Privacy Act of 1988, a policy statement concerning students' rights regarding their academic records has been developed at KCKCC. This information may be found at http://www.kckcc.edu/admission/enrollment-information/students-rights-ferpa.