# Practical Nursing
## Admission Guide

**Fall 2023**

Information in this document is subject to change.

Dear Prospective Practical Nursing Students:

Thank you for your interest in the Practical Nursing (PN) Program at Fletcher Technical Community College. Applications for the Fall 2023 Practical Nursing Program are currently being accepted. The application deadline for the PN Program will be **Tuesday May 25, 2023** at 4:00 p.m. Applications received after this deadline will be deemed automatically ineligible for the PN Program.

Students accepted into the PN Program will complete the program in five semesters. Successful completion of the Practical Nursing Diploma prepares you to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Specific information regarding the practical nursing curriculum and course descriptions can be found in the current academic year's catalog located on Fletcher's website (www.fletcher.edu).

Detailed admissions requirements for the PN Program are included in this guide. Please read the following document fully. Students who are not admitted for fall 2023 can re-apply for admission for a future entrance term. It is the student's responsibility to retain copies of documents and resubmit a new application packet for future classes. We do not maintain a waiting list. Admission requirements are reviewed annually and are subject to change. Please ensure you are using the correct guide for the semester you are applying.

This program has a clinical component to complete the program. Please be advised that Fletcher's Nursing and Allied Health faculty members work closely with many clinical sites to provide an optimal clinical experience for all its students. Fletcher must follow policies and guidelines set forth by programmatic accreditation boards as well as hospital policies. Currently, program completion date is dependent upon our ability to enter the clinical facility. Though this is not ideal, Fletcher's faculty and administration will work with all our partners to complete clinical hours in a safe and timely manner when possible.

As always, students will be required to comply with all clinical facility requests to complete the program outcomes.

If you have questions regarding information in this document, please call or email the Department of Nursing. We look forward to assisting you as you begin your studies in nursing.

Sincerely,

Practical Nursing Faculty
Fletcher Technical Community College

Updated 11/23/2022

## Louisiana State Board of Practical Nurse Examiners Approved Curriculum

| Course Number | Course Title | Lecture | | Lab | | Clinical | | Total Cr. Hrs. | Total Clock |
|---|---|---|---|---|---|---|---|---|---|
| | | Credit | Clock | Credit | Clock | Credit | Clock | | |
| **Semester 1** | | | | | | | | | |
| **HNUR 1211** | Nursing Fundamentals I | 3 | 45 | 1 | 30 | 1 | 45 | 5 | 120 |
| **HBIO 1220** | A& P for Practical Nursing | 4 | 70 | 1 | 30 | | | 5 | 100 |
| **HNUR 1180** | Basic Pharmacology | 2 | 30 | 1 | 30 | | | 3 | 60 |
| **HNUR 1000** | Nursing Perspectives | 3 | 45 | | | | | 3 | 45 |
| | | | | | | | | **16** | **325** |
| **Semester 2** | | | | | | | | | |
| **HNUR 1152** | Nutrition PN | 1 | 15 | | | | | 1 | 15 |
| **HNUR 1411** | Nursing Fundamentals II | 3 | 45 | 2 | 60 | | | 5 | 105 |
| **HNUR 2210** | Medical/Surgical Nursing I | 6 | 90 | | | 3 | 170 | 9 | 260 |
| | | | | | | | | **15** | **380** |
| **Semester 3** | | | | | | | | | |
| **HNUR 2611** | IV Therapy | 1 | 15 | 1 | 30 | | | 2 | 45 |
| **HNUR 2510** | Mental Health Nursing | 4 | 60 | | | 1 | 45 | 5 | 105 |
| | | | | | | | | **7** | **150** |
| **Semester 4** | | | | | | | | | |
| **HNUR 2305** | Med/Surg Nursing II | 6 | 90 | | | 3 | 170 | 9 | 260 |
| **HNUR 2605** | Pediatric and Obstetrical Nursing for the PN | 5 | 75 | | | 1 | 60 | 6 | 135 |
| | | | | | | | | **15** | **395** |
| **Semester 5** | | | | | | | | | |
| **HNUR 2410** | Medical Surgical Nursing III | 6 | 90 | | | 3 | 170 | 9 | 260 |
| **HNUR 2621** | Professionalism for PN | 2 | 30 | | | | | 2 | 30 |
| | | | | | | | | **11** | **290** |
| | | | | | | | | | |
| | **Totals** | | **700** | | **180** | | **660** | **64** | **1540** |

## Program Outcomes

1.  PN Completion Rate: 50% Completion rate or greater of students who complete the program in 100% of the time.
2.  PN NCLEX Pass Rate: 80% or greater pass rate on NCLEX-PN examination by one year after graduation.
3.  Job Placement Rates: 90% or greater employment rate in the field of nursing of graduates who actively seek employment within one year of graduation.

## Student Learning Outcomes:

Upon successful completion of the Practical Nurse Program, the student will:

1.  Provide nursing care that contributes to the enhancement of the health care delivery setting and protects clients and health care personnel
2.  Collaborate with health care team members to facilitate effective client care
3.  Contribute to the protection of clients and health care personnel from health and environmental hazards
4.  Provide nursing care for clients that incorporate knowledge of expected stages of growth and development and prevention and/or early detection of health problems
5.  Provide care that assists with promotion and support of the emotional, mental, cultural, and social well-being of clients
6.  Assist in the promotion of physical health and well-being by providing care and comfort, reducing risk potential for clients and assisting them with the management of health alterations
7.  Provide comfort to clients and assistance in the performance of their activities of daily living
8.  Provides care related to the administration of medications and monitors clients who are receiving parenteral therapies
9.  Reduces the potential for clients to develop complications or health problems related to treatments, procedures or existing conditions
10. Participates in providing care for clients with acute, chronic or life-threatening physical health conditions using the nursing process
11. Demonstrate competency in laboratory and clinical skills

## Students with Prior Practical Nursing Credit:

Students who have been unsuccessful in nursing classes in the past have the opportunity to apply for Advanced Standing Admission to Fletcher Technical Community College Practical Nursing Program. The Department of Nursing and Allied Health does not have a separate class for students requesting advanced standing. The student's application will be reviewed and placement will be made in the on-going class provided there is a vacancy and all admission criteria have been met. Students applying for Advanced Standing must complete ALL requirements outlined in this document as well as the following additional criteria:

*   Students must supply course descriptions from the prior school's catalog along with transcripts indicating both numerical grade and letter grade.
*   Nursing courses the student is seeking credit must have been completed no more than two (2) years prior to requested semester of admission.
*   Students may be asked to pass a placement test at the expense of the student on the subject matter they are requesting advanced credit.
*   Applications must be received no later than two (2) months prior to the semester of entry.

- Students will be notified in writing regarding their acceptance or denial.
- Students admitted to Fletcher Technical Community College Practical Nursing Program are given a maximum of two (2) attempts to complete the program. After a failed second attempt (no matter the reason) students must wait three (3) years before reapplying to the program. No previous nursing course credit is given due to length of time between failure and readmission.
- All applicants for advanced standing will be required to meet with the Program Coordinator and/or Department Head for reentry approval contingent on clinical and class space availability.

## College Admission Requirements

Applicants who are interested in the Practical Nursing Program should complete a college admissions application prior to submitting this admission application. The application can be found on the Fletcher website under the Admissions tab. Applicants should apply for **pre-practical nursing** Fall 2023.

Practical nursing applicants must meet all general admissions criteria and be **fully or unconditionally admitted** to Fletcher. Full admission is granted once a student has submitted all materials required by the Office of Enrollment Services and these items have been positively evaluated. Full admission cannot be granted to a student with outstanding holds from any school in the Louisiana Community and Technical College System (example: Delgado, SLCC). New and returning students (those who did not attend in Spring 2023) must submit a completed admissions application to be considered for the Practical Nursing Program.

If you are requesting credit in the PN Program for courses taken at other colleges, official Practical Nursing transcripts must be sent directly from the previous institutions to Fletcher Technical Community College for a formal evaluation of credits earned to determine what previous coursework will transfer to Fletcher. If you are not interested in credit for any previous coursework, transcripts do not need to be sent to the college.

Transcripts can be sent in the following ways:
- E-scripted transcripts to be submitted to Fletcher only and do not have to be submitted separately to the department of nursing.
- Paper copies of official transcripts to both Fletcher Enrollment Services and Department of Nursing.

If the transcript is hand delivered, it must be sealed by the issuing institution. Any transcript not sent in a sealed envelope will not be accepted, and the application will be rejected. Transcripts must be submitted even if credit was not granted. Transcripts should not include course work that is "in progress."

### Academic Probation

Students currently under academic probation with Fletcher Technical Community College will remain on academic probation upon acceptance into the Practical Nursing Program. Students will be required to sign a waiver stating they understand the terms of academic probation and accept those terms prior to enrolling. Students on academic probation will be subject to all of the criteria of academic probation as outlined in the college catalog.

# Program Admissions Requirements

## Application for Admission to a Nursing or Allied Health Program

A completed Application for Admission to a Nursing or Allied Health Program must be submitted along with the other required documents listed in this guide to the Department of Nursing by the deadline. This document is completed and submitted electronically on the program page.

## Testing/Academic Requirements

Any student wishing to enter the Practical Nursing Program must submit official copies of ACT, COMPASS, or ACCUPLACER scores or have transcripts on file with Fletcher that show eligibility for courses listed below. Scores can be uploaded with the application. If you have met the minimum scores at Fletcher and do not have a copy of the scores, please upload a document stating as such. If you are using courses in lieu of transcripts, please upload a document saying as such.

Test scores and/or achieved grades below can be used to meet the testing/academic requirements to apply to the program.

| ENGLISH | Complete college level English | With an A | 2.5 points |
|---|---|---|---|
| | | With a B | 2.25 points |
| | | With a C | 2 points |
| | Credit for college level English | | 1.5 points |
| | Minimum ACT 18 or Accuplacer Next Gen 250 | | 1 point |
| MATH | Complete college level Math | With an A | 2.5 points |
| | | | 2.25 points |
| | | | 2 points |
| | Credit for college level English | With a B | 1.5 points |
| | Minimum ACT 18 or Accuplacer Next Gen 250 | With a C | 1 point |

Testing is scheduled online at www.fletcher.edu under Student Services→ Testing. Test preps can be obtained through Kahn Academy, algebrahelp.com, purplemath.com, and test-guide.com.

Students will also receive extra points toward admission for being CNA certified, completing a CNA program, and/or any medical background including a C or better in Medical Terminology.

## Writing Assignment

The applicant must upload a typed writing assignment with a minimum of 200 words answering the question "Why I want to be a Licensed Practical Nurse (LPN)?" Writings will be graded based on a rubric shown below. Three nursing faculty will grade the rubric and the student's score will be averaged to achieve a writing score.

| Criteria | 1 | 2 | 3 | 4 |
|---|---|---|---|---|
| Main Point-Motivation to become a nurse | Writing is unfocused and includes irrelevant ideas | Writing is focused but includes only a few loosely related ideas | Writing is focused and includes relevant ideas | Writing is focused, purposeful, and reflects clear insight and ideas |
| Organization & Format (Paragraphs, Transitions) | Little or no organization of ideas to build an argument | Some organization of ideas to build an argument | Satisfactory organization of ideas to build an argument | Effective organization of ideas to build a logical, coherent argument |
| Language Use, Style & Conventions (Sentence structure, word choice, grammar, spelling, punctuation) | Many errors in grammar, spelling, and punctuation, makes reader's comprehension difficult (>5) | Frequent errors in grammar, spelling, and punctuation limits clarity (4 OR 5) | Uses correct grammar, spelling, and punctuation with few errors (2 OR 3) | Uses correct grammar, spelling, punctuation throughout with minimal errors (0 OR 1) |
| Originality / Creativity | No development of concepts; does not exhibit innovative thinking; writing is unoriginal or clichéd | Minimal development of concepts; does not exhibit creativity | Sufficient development of language and usage to enhance concepts; demonstrates basic creative skills to relay ideas | Applies higher order thinking and creative skills to relay complex ideas |

## Secondary Education Transcripts

Official high school /Hiset/GED transcripts must be sent directly to the Department of Nursing from the high school in which the PN applicant attended. Due to the nature of this document, high school transcripts are due to our office by June 15th.  Any transcript not sent in a sealed envelope will not be accepted, and the application will be rejected. A copy of your diploma will not be accepted. Transcripts must be requested from your high school and mailed to:

<div align="center">

Fletcher Technical Community College

Department of Nursing 1407 Hwy 311 Schriever, LA 70395

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## Age limit

Students applying for the Practical Nursing Program must be 18 years of age by December 31, 2023.

## Legal documents

Students are required to upload copies of their Driver's License or Identification card as well as their selective service card (for males). The name and address on the driver's license or ID should match legal name and have your correct address. The department of nursing recommends students go to Department of Motor Vehicles (DMV) and change it now if necessary.

A copy of the birth certificate and any other name-changing documentation (marriage license, divorce decree) must also be included in the admission packet.  The copy of the birth certificate should contain all information on the birth certificate. If the student submits a birth certificate card, the card must contain the **full middle name** (not simply an initial).  If information is cut off, illegible, or does not contain the full middle name, the application will be deemed ineligible.

## Certified Background Check

Students should go to https://br-solutions.net/employer-resources
From the home page, you will see a menu bar across the top of the page, look for SCHOOLS and select Fletcher Technical Community College. The next page will have Fletcher Technical Community

College's name on the left side of the page. Under it will be the progress screen to show you what you have completed as you go along. In the middle of the page are the instructions and information regarding background checks that the company will be doing. Read all information.

Across the bottom of the page are two sections: • YOUR DEMOGRAPHICS • AUTHORIZATION & CONTINUE TO REVIEW/SIGN FORMS Click on your Demographics. An application page will appear where you complete all information. Click on Continue to next page. If you have completed everything correctly it will turn green, if it turns red you must make corrections to your errors before moving on. Click continue to complete the Authorization & Continue to Review/sign forms page. Check the consent box before you continue to the next step (review & sign). After completing the application, you will be asked to make the payment and sign your paperwork online. The price is $35. Payment must be made for the request to be processed. The background check results will be sent to Fletcher Technical Community College. If you have any questions, call 985-503-7911 for assistance.

## Program Admissions Application Deadline

A completed "[Application for Admission to Nursing & Allied Health Programs](#)" online form and all required supporting documents must be submitted no later than May 25, 2023, at 4:00 pm.  N o applications will be accepted for the Fall 2023 PN class after this date.

Only completed applications will be reviewed for admission. It is the applicant's responsibility to make sure that all requirements are fulfilled, and application materials received at Fletcher Technical Community College Department of Nursing by the deadline dates. Please be sure all information provided on the application is up to date and accurate including address and telephone numbers, as this information will be used as contact information for notification of acceptance into the next phase of the application process. Incomplete applications will be automatically rejected.

## What to expect after applications are submitted?

Approximately two weeks later, students who have complete applications submitted on time will be sent an email or letter inviting them to the second phase of the admissions process. The ATI TEAS exam. The cost of the exam is subject to change and posted on the Fletcher website. The applicant will be assigned a specific date and time for testing. Any student absent on their assigned date and time will not be allowed to move any further in the process and will have to reapply for the following year. TEAS scores are only valid for one year. This exam has no minimum required score for entrance. Students who are accepted will be required to remediate their weak areas on the TEAS exam.

Once all tests are administered, scores from academic testing, PSB testing, and the writing will be weighted, added, and ranked. The top scores will be selected for admission to the PN Program. Applicants with the top total scores will then be given information regarding orientation and registration (scheduled for July 6 and 7, 2023). **If you do not attend this orientation, your invitation for admission will be revoked. Exceptions cannot be honored due to time sensitivity of application submissions to the board.** Students who applied for the Fall 2023 semester are expected to keep these dates open.

All applicants will receive email notification of their status. Students are to respond accepting admission using the form attached to the email. Failure to respond by deadline will result in forfeit of spot. **Accepted students who are no longer interested in the program are encouraged to notify the**

**Department of Nursing immediately.**

The following items are NOT required for the application process but may be required for the student to provide should he/she be accepted:

- Schedule classes and secure funds for tuition and fees
- Purchase books and other program requirements found in the handbook.
- Documented physical exam stating the student is "free and clear to participate in clinical duties."
- Health insurance coverage
- Vaccines/Titer, CPR, Flu Shot, COVID-19 shot, and TB skin testing
- Louisiana State Police and FBI Background Check
- Be free of a criminal record, of pleading guilty or no contest to, or a conviction of neither a felony nor currently serving a court-imposed order of supervised probation, work-release, school release and/or parole in conjunction with any felony conviction, plea agreement or any agreement pursuant to the Louisiana Code of Criminal Procedure, Article 89
- Provide information about currently prescribed medications to the Department of Nursing prior to drug testing.
- Produce  a negative urine drug screen and be subject to random drug testing.
- Be a permanent resident or citizen of the United States upon program completion

Due to the difficulty as well as time constraints, the faculty of the Department of Nursing strongly encourages nursing students to not pursue or engage in outside employment while studying in the Practical Nursing Program. Clinical schedules are subject to revisions each semester based on facility request. Clinical rotations are scheduled at a variety of clinical sites that may be over 20 miles or more from campus. Reliable transportation is needed due to the distance of some of the clinical sites.

## Criteria for Dismissal from the Practical Nursing Program

Although a student may be accepted into the program, the Louisiana State Board of Practical Nurse Examiners may deny eligibility to enter/progress in clinical nursing courses and/or take the state board exam based on prior criminal activity and/or inability to meet state board requirements. It is important that the student understand that successful completion of the practical nursing program does not guarantee eligibility to take the NCLEX exam (LSBPNE.com). Items that will result in a student being dismissed from the program include but are not limited to:

- Failure to pay tuition by the enrollment census day
- Failure to comply with school or program regulations and violations of school or program policy including but not limited to those in the Fletcher Student Handbook and Fletcher PN Program Handbook
- Falsification of information given on official school or state board document
- Falsification of records regarding patient care
- Unauthorized possession of an examination
- Conduct which is unrelated to the learning and inappropriate for either clinical or classroom (e.g., abusive language, threats, assault and battery, disruptive attitude or talking, use of cell phone, palm pilot, internet usage during classroom/ lab instruction).
- Failure to perform clinical duties and responsibilities as assigned by an instructor

- Disobedience or any form of disrespect to any program faculty, staff, or healthcare facility staff.
- Failure to maintain confidentiality both in and out of the clinical setting.
- Failure to maintain satisfactory progress in classroom lab, or clinical setting
- Leaving the classroom, lab, or clinical site without proper notification to the instructor
- Failure to maintain current scope of practice in clinical settings

# Practical Nursing Program Admission Checklist

Applicants to the Fletcher's Practical Nursing Program must complete and submit the following information to the Department of Nursing to be considered for admission. New (did not attend Fletcher in Spring 2023) and returning students must submit all the following:

1. Complete application to Fletcher Technical Community College online at www.fletcher.edu (if not already a Fletcher student)

2. Be **fully or unconditionally** accepted to Fletcher by completing all documentation requested by Fletcher Technical Community College.

3. Complete the online "Application for Admissions to a Nursing or Allied Health Programs" located on the Practical Nursing page of the Fletcher website

4. Take, achieve, and upload the following scores for the ACT OR ACCUPLACER test OR be eligible for the following college courses. If scores are on file with Fletcher, upload a note stating as such.

| ENGLISH | Complete college level English | With an A | 2.5 points |
|---|---|---|---|
| | | With a B | 2.25 points |
| | | With a C | 2 points |
| | Credit for college level English | | 1.5 points |
| | Minimum ACT 18 or Accuplacer Next Gen 250 | | 1 point |
| MATH | Complete college level Math | With an A | 2.5 points |
| | | | 2.25 points |
| | | | 2 points |
| | Credit for college level English | With a B | 1.5 points |
| | Minimum ACT 18 or Accuplacer Next Gen 250 | With a C | 1 point |

5. Official high school/HiSet/GED transcripts requested and sent to Fletcher Nursing and Allied Health, Attn: Lindsey Henry 1407 Hwy 311, Schriever, LA 70395. Must be received in the Department of Nursing by June 15 of application year.

6. If you are requesting credit in the PN Program for courses taken at other colleges, include this information uploaded with test scores.

7. Be 18 years of age by December 31, 2023

8. Copy of Driver's License with correct home address.

9. Proof of registration with Selective Service if you are male 18-25 years of age. If on file with the college main campus, please upload a document stating as such.

10. Copy of Birth Certificate (and/or other name changing document) or birth certificate card with full middle name (no initials) and no areas cut off through copying.

11. Certified Background Check from BR Solutions at https://br-solutions.net/employer-resources as described above.