



# Chattahoochee Valley Community College



## Health Sciences Division

2602 College Drive - Phenix City, AL 36869  
334-291-4925

## Licensed Practical Nursing Program

### Dear Prospective Licensed Practical Nursing Student:

We are pleased that you have expressed an interest in the Chattahoochee Valley Community College Practical Nursing Program. Nursing is a challenging and rewarding career, and we welcome your interest. The practical nursing program is designed to prepare men and women for the role of beginning practitioner, competent to function as a member of the health care team in providing care for individuals and families. Upon completion of the nursing program three-semester sequence, the certificate in practical nursing is awarded. This certificate qualifies the graduate to apply for the NCLEX-PN licensing exam.

Prospective practical nursing students must meet certain requirements **before** consideration is given to candidacy for admission to the program.

If further information is needed, please contact this office at 291-4925. Thank you for your interest in our program. We want you to know that we are sincerely interested in you and your nursing career.

Sincerely,

Melliny Macklin, RN, MSN, WHNP-BC  
Health Sciences Division Chair

### ATTENTION:

**Read each page thoroughly and carefully.**

It is imperative that you follow all directions. It is critical that you submit all transcripts from all colleges. Further, please understand the GPA requirement is from the most recent 24 credit hours completed.

**APPLICATION DEADLINE:**

**MAY 21, 2009 @ 4:00pm EST TIME**

If you have any questions regarding the application you may call or email Jennifer Lunsford at 334-291-4925 or [jennifer.lunsford@cv.edu](mailto:jennifer.lunsford@cv.edu)

# Chattahoochee Valley Community College Licensed Practical Nursing Program Admission Requirements

## **Information for Student Applicants:**

**Minimum** admission standards for the Licensed Practical Nursing program include:

1. Unconditional admission to the college.
2. Good standing with the college.
3. Receipt of completed application before **May 21, 2009 @ 4:00pm EST**
4. All transcripts (official) must be submitted to the CVCC Coordinator of Admission and Records **PRIOR** to the deadline including high school if you have never attended college.
5. \*A minimum of 2.50 GPA for last 24 credit hours completed.

**\*Minimum of 2.5 GPA\*** – this requirement only includes the most recent 24 hours of coursework completed. You also need to provide official transcripts (to the admissions office) and unofficial transcripts (with this application) from ALL schools attended.

**If you are missing 1 of these transcripts, you will be excluded due to an incomplete packet.** Transfer coursework listed on a transcript from a different college is **NOT** an official transcript; it must be from the actual college.

6. Meeting the essential functions or technical standards required for nursing.
7. Eligibility for:
  - a. ENG 101 and MTH 100 as determined by college policy
  - b. BIO 201 during the first term of nursing courses
8. \*\*A score of 76 or higher on the COMPASS Reading Examination or related ACT Reading Score of 17 or higher taken **within 3 years of the deadline**. Every applicant is required to submit a reading score, regardless of past educational experience.

**\*\* Compass Reading Examination\*\*** – It is important to achieve as high as possible Reading Scores, since points are awarded toward admission for the Reading Compass score. Compass Scores must be submitted to the CVCC Coordinator of Admissions and Records **AND** the Nursing Department by the nursing application deadline. Scores submitted after the deadline will not be considered.

9. The Nursing Admissions Committee uses a points system for admission to the LPN program. Points are accumulated through the Reading Compass Score and from completed academic credits from college. Higher grades receive higher points. For example, students with an “A” grade in ENG101 receive more points than a student with a “C” grade. The maximum number of points that can be accumulated is 170.

Admission to the Licensed Practical Nursing Program is competitive, and the number of students is limited by the number of faculty and clinical facilities available.

**Meeting minimal requirements does not guarantee acceptance.**

## **Chattahoochee Valley Community College Licensed Practical Nursing Program Points System**

Once again, the Nursing Admissions Committee uses a points system for admission to the LPN program. Points are accumulated through the Reading Compass Score and from completed academic credits from college. Higher grades receive higher points. For example, students with an “A” grade in ENG101 receive more points than a student with a “C” grade. The maximum number of points that can be accumulated is 170.

**THERE IS A MAXIMUM OF 170 POINTS THAT CAN BE EARNED.  
POINTS ARE EARNED FROM THE FOLLOWING:**

### **Compass Reading Score (Maximum of 99 points)**

A score of 76 or higher on the COMPASS Reading Examination or related ACT Reading Score of 17 or higher taken **within 3 years of the deadline**. Every applicant is required to submit a reading score, regardless of past educational experience

### **Points for College Coursework (maximum points of 60)**

<b>Course</b>	<b>A</b>	<b>B</b>	<b>C</b>
ENG101	30	20	10
MTH100	30	20	10

### **Additional Points (Maximum points of 11)**

Students currently enrolled at Chattahoochee Valley Community College or previously earned credit for points (ENG101 or MTH100) from Chattahoochee Valley Community College.

# STANDARD PRACTICAL NURSE CURRICULUM

## Core Courses

- MTH 100 or Higher Level Intermediate College Algebra (3 credit hours)
- BIO 201 Human Anatomy and Physiology I (4 credit hours)
- BIO 202 Human Anatomy and Physiology II (4 credit hours)
- ENG 101 English Composition (3 credit hours)

## First Semester (Fall)

\*Prerequisite: BIO 103 or Satisfactory Performance on ACS approved placement exam

Course	Theory	Lab	Clinical	Credit	Contact
<b>MTH100</b> or Higher Level	3	-	-	3	3
<b>BIO201</b> -Human Anatomy and Physiology I	3	1	-	4	5
<b>NUR102</b> -Fundamentals of Nursing	3	2	1	6	12
<b>NUR103</b> -Health Assessment	-	1	-	1	3
<b>NUR104</b> -Introduction to Pharmacology	-	1	-	1	3
<b>Term Total</b>	<b>9</b>	<b>5</b>	<b>1</b>	<b>15</b>	<b>26</b>

## Second Semester (Spring)

Course	Theory	Lab	Clinical	Credit	Contact
<b>ENG101</b> -English	3	-	-	3	3
<b>BIO202</b> -Human Anatomy and Physiology II	3	1	-	4	5
<b>NUR105</b> - Adult Nursing	5	1	2	8	14
<b>NUR106</b> -Maternal and Child Nursing	4	-	1	5	7
<b>Term Total</b>	<b>15</b>	<b>2</b>	<b>3</b>	<b>20</b>	<b>29</b>

## Third Semester (Summer)

Course	Theory	Lab	Clinical	Credit	Contact
<b>NUR107</b> -Adult/Child Nursing	5	-	3	8	14
<b>NUR108</b> - Psychosocial Nursing	2	-	1	3	5
<b>NUR109</b> -Role Transition for the Practical Nurse	2	1	-	3	5
<b>Term Total</b>	<b>9</b>	<b>1</b>	<b>4</b>	<b>14</b>	<b>24</b>

## Program Totals

Credit Hours: 49 Hours

Contact Hours: 1101 Hours

# Approximate Nursing Cost for LPN Program

Fees listed below are subject to change.

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## ***First Semester (Fall)***

HESI Testing Fees (non-refundable)	\$60
Uniforms	\$50-\$100
Tuition (nursing courses only)	\$720 in state / \$1288 out of state
Tuition (with non-nursing courses)	\$1350 in state / \$2415 out of state
Nursing Kit	\$60
Books	\$350
Background Check & Drug Screening	\$100
<b>Total</b>	<b>\$2690 - \$4373</b>

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## ***Second Semester (Spring)***

HESI Testing Fees (non-refundable)	\$60
Tuition (nursing courses only)	\$1170 in state / \$2093 out of state
Tuition (with non-nursing courses)	\$1800 in state / \$3220 out of state
Books	\$200
Random Drug Screening	\$30
<b>Total</b>	<b>\$3260 - \$5603</b>

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## ***Third Semester (Summer)***

HESI Testing Fees (non-refundable)	\$80
Tuition (nursing courses only)	\$1260 in state / \$2254 out of state
Tuition (with non-nursing courses)	N/A
Books	\$200
Pin (optional)	\$35-\$80
Random Drug Screening	\$30
Graduation Fees	\$60
<b>Total</b>	<b>\$1525 - \$2764</b>

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## **Licensing Fees**

NCLEX-LPN fee	\$200
Board Application	\$75-\$100

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**Chattahoochee Valley Community College  
Health Sciences Division  
Licensed Practical Nursing Program Application Coversheet**

Please note the following list of items must be submitted in order for an application to be considered complete. If any of the following information is not submitted, prior to the deadline, the application packet will be considered incomplete; therefore, it will not be considered.

**This form must be submitted as the first page of your packet.**

**FAXED INFORMATION OR APPLICATION WILL NOT BE ACCEPTED.**

Place a check by the following items to indicate that the items have been submitted.

**REQUIRED ITEMS FOR APPLICATION PACKET**

Make sure that you have completed the following list: (place a ✓ beside each item completed)	
	<b>Completed</b> general admission requirements for Chattahoochee Valley Community College
	<b>Completed</b> application form for the specific program for which you are applying.
	<b>Official transcripts.</b> Official transcripts must be sent to Admission's office. <b>OFFICIAL transcripts from EACH college attended must be in the Admission's office before the deadline.</b> It is the students' responsibility to ensure transcripts have been received in the Admission's office.
	<b>Unofficial copies of ALL transcripts.</b> <b>Unofficial</b> copies of <b>EACH</b> transcript must be attached to <b>THIS</b> application. Transfer credit listed on your CVCC transcript is <b>NOT</b> acceptable
	High School transcripts/GED. For consideration of high school credit earned for points towards admission if ENG101 and MTH100 have not been completed. An <b>Official copy</b> of your high school transcript must be on file in the Admissions Office along with an <b>unofficial copy</b> attached to this application.
	<b>Current COMPASS reading score or ACT reading score (that is not over 3 years old by the deadline).</b> Official scores must be submitted to CVCC's Admission's office if taken at another school. Attach a copy of your test results to your application!
	<b>Form A (this form) should be the cover sheet of application packet.</b>
	<b>Form B Applicant Worksheet (2 pages)</b>
	<b>Form C Nursing Application (3 pages)</b>
	<b>Form D Essential Functions (1 page)</b>

I have submitted the above checked items in my application packet. I understand that meeting minimal admission requirements **does not** guarantee admission to the program. I further understand that if my reading score and official transcripts from all prior colleges attended are not in the Admission's office by the deadline for applications, my application **will be excluded!**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Mail or deliver completed application packet to:  
ATTN: Jennifer Lunsford – Nursing Department  
Chattahoochee Valley Community College - 2602 College Drive - Phenix City, AL 36869**

**ABSOLUTELY NO INFORMATION PERTAINING TO  
ACCEPTANCE WILL BE GIVEN OVER THE TELEPHONE OR IN PERSON!**

**For Office Use Only**

Received Date: \_\_\_\_\_ Reviewed By: \_\_\_\_\_

**Form A**

# Chattahoochee Valley Community College

## Licensed Practice Nursing Program Information Worksheet

This worksheet must be completed and submitted ***WITH YOUR APPLICATION*** in order for your application to be considered for admission to the program. **Meeting minimal requirements does not guarantee acceptance.** If you have any questions, please contact the nursing department at 334-291-4925.

Printed Name: \_\_\_\_\_

Student # or SS #: \_\_\_\_\_

**Read the description for each section (Sections A-F) and answer the corresponding questions:**

### **Section A: GPA Requirements**

**Grade Point Average (GPA):** Minimum GPA of 2.5 from most recent 24 hours of coursework is required to be considered for admission to the program.

1. HAVE YOU MET THE MINIMUM GRADE POINT AVERAGE (GPA) requirement? \_\_\_\_ Yes \_\_\_\_ No
2. What is your GPA from your last 24 credit hours completed? \_\_\_\_\_

### **Section B: Compass or ACT Reading Scores**

**COMPASS or ACT Reading Test Scores:** A score of 76 or higher on the COMPASS Reading Examination or related ACT Reading Score of 17 or higher taken within 3 years of the deadline. Every applicant is required to submit a reading score, regardless of past educational experience

1. HAVE YOU MET THE MINIMUM COMPASS OR ACT SCORE REQUIREMENT? \_\_\_\_ Yes \_\_\_\_ No
2. **Scoring criteria for COMPASS/ACT:** A possible score of 76-99 = equivalent number of points  
(For example: if your COMPASS or ACT score was an "80", enter "80" in the column for your score).

**Attach a copy of your COMPASS OR ACT with this application!**

**List your COMPASS or ACT Reading Test Score -----> Your Score: \_\_\_\_\_ (= points)**

### **Section C: Points for Specific Coursework**

**Points awarded for Specific Coursework:** Points are awarded to students who have completed ENG101 (English Composition I) and MTH100 (Intermediate College Algebra) or higher level math. High school students (or college students who have not taken ENG101, or MTH100 or higher level) who wish to have their high school transcripts considered are awarded points for Algebra II or higher and Highest level of Biology (including Anatomy and Physiology). ***Courses will not be counted twice.*** If you do not have all of the college level courses and wish to use your high school transcripts you will receive combined points for your college and your high school grades. College coursework will be used first. For example if you took Math 100 or higher in college, you cannot use your Math grade from high school. These points are awarded based on the grades achieved in the above coursework. The points scale used for awarding points is as follows:

A = 30 points, B = 20 points, C = 10 points

**Anything below a "C" is NOT accepted.**

Course	Grade	Points
ENG101 (English Composition I)		
MTH100 (Intermediate College Algebra) or higher. If higher lever completed, please list: <input style="width: 100px;" type="text"/>		
<b>Total Points Accrued for ENG &amp; MTH100 ONLY</b>		
(Maximum of 60 points)		

***AND/OR***

High School Grades	Grade	Points
Algebra II or highest level, please list: <input style="width: 100px;" type="text"/>		
Highest level Biology:		
<b>Total Points Accrued for HS Coursework Only</b>		

Form B

## Licensed Practice Nursing Program Information Worksheet (continued)

### Section D: Bonus Points

**Bonus Points awarded for CVCC coursework.** There is a possibility of 11 additional bonus points for students who have completed their point's classes (ENG101 and MTH100 or higher) at CVCC. A breakdown of the possible points is listed below.

### (ONLY ONE MAY BE CHOSEN)

Two point based classes taken at CVCC	11 points
One point based class taken at CVCC	5.5 points
Enrolled at CVCC during the past two years	3 points
<b>Total Points Accrued</b>	

### Section E: Total Points Accrued From Each Section

Total Points Accrued from each Section. In order to calculate your total points, transfer your points from **sections B, C, and D** into the chart below and add them together

<b>Total Points from Section B:</b>	
<b>Total Points from Section C:</b>	
<b>Total Points from Section D:</b>	
<b><i>Total Points Accrued from Sections B, C, &amp; D</i></b>	

### Transfer Coursework

An **OFFICIAL COPY** of **ALL TRANSCRIPTS** from prior colleges must be in the admissions office & **UNOFFICIAL COPIES** of **ALL TRANSCRIPTS** must be attached be in the Nursing Department before the deadline in order to be eligible for the application pool. If there are any transcripts missing, the application will not be considered. Please complete the table below with what you believe to be completed coursework.

### **PLEASE REMEMBER THAT COMPLETING THIS TABLE DOES NOT GUARANTEE COURSEWORK WILL BE ACCEPTED BY CVCC AS TRANSFER CREDIT**

<u>Course</u>	<u>College Course Completed</u>	<u>Grade</u>
<b>ENG101</b> -English Comp I		
<b>MTH100</b> - Intermediate College Algebra or higher		
<b>BIO201</b> -Anatomy and Physiology I		
<b>BIO202</b> -Anatomy and Physiology II		

Form B  
(Continued)

# The Alabama College System Licensed Practical Nursing Program

Date: \_\_\_\_\_

**I. PERSONAL DATA**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_ Maiden: \_\_\_\_\_

Student # or SSN #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Are You Currently Employed? Yes \_\_\_\_ No \_\_\_\_ Place of Employment: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Employer's Phone Number: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Are You Employed Full-Time \_\_\_\_ or Part-Time \_\_\_\_ Initial Date of Employment: \_\_\_\_\_

**II. EDUCATION**

High School Graduation Year: \_\_\_\_\_ High School Name: \_\_\_\_\_

GED (if applicable): \_\_\_\_\_ Date Completed: \_\_\_\_\_

Do you currently hold a degree in any field? Yes \_\_\_\_ No \_\_\_\_ List degree earned: \_\_\_\_\_

Have you taken any college courses at this college? Yes \_\_\_\_ No \_\_\_\_

**If yes, list all courses completed.**


Have you attended other colleges? Yes \_\_\_\_ No \_\_\_\_

**If yes, list colleges attended with credentials earned if applicable.**

Name of College	City and State	Credentials Earned

Have you previously been admitted to this Nursing Program? Yes \_\_\_\_ No \_\_\_\_

If yes, state reason for withdrawal.

\_\_\_\_\_

\_\_\_\_\_

Have you ever been enrolled in another nursing program? Yes \_\_\_\_ No \_\_\_\_ If yes, give the name of the college attended and reason for withdrawal.

\_\_\_\_\_

\_\_\_\_\_

Have you taken the Compass Test? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, date \_\_\_\_\_  
and your name, as listed when tested \_\_\_\_\_.

### III. ELIGIBILITY FOR LICENSURE

Legal requirements for licensure in the State of Alabama are listed in the Alabama Board of Nursing Administrative Code. The Alabama Board of Nursing determines the eligibility for licensure based on the following questions. **As a nursing applicant you are not required to respond to these questions;** however, it is important that you understand that successful completion of the nursing program does not guarantee eligibility to take the NCLEX exam. **The Board of Nursing may deny an individual permission to take the National Council Licensure Examination (NCLEX) based on an investigation of these responses.**

- Have you ever been arrested or convicted of a criminal offense other than a minor moving traffic violation?  
Yes \_\_\_\_ No \_\_\_\_
- Have you within the last five (5) years abused drugs/ alcohol or been treated for dependency to alcohol or illegal chemical substances? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you ever been arrested or convicted for driving under the influence of drugs/alcohol?  
Yes \_\_\_\_ No \_\_\_\_\_
- Have you within the last five (5) years received inpatient or outpatient treatment or been recommended to seek treatment for mental illness? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you ever had disciplinary action or is action pending against you by any state board of nursing?  
Yes \_\_\_\_ No \_\_\_\_
- Have you ever been placed on a state and/or federal abuse registry? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you ever been court-martialed/disciplined or administratively discharged by the military?  
Yes \_\_\_\_\_ No \_\_\_\_\_

**I understand that completion of this application is a component of the student profile and does not in itself grant admission to the nursing program. I understand this application must be updated if I am not selected. I certify that the information given in this application is true and correct. I understand that providing false information may be deemed sufficient reason to dismiss the student and/or refuse admission.**

#### Minimum admission standards include:

1. Unconditional admission to the college.
2. Good standing with college.
3. Receipt of this completed application for the Licensed Practical Nursing Program by the deadline of **May 21, 2009 @ 4:00pm EST**.
4. Minimum GPA of a 2.5 from most recent 24 credit hours completed.
5. Meeting the essential functions or technical standards required for nursing.
6. Eligibility for:
  - a. ENG 101 and MTH 100 as determined by college policy
  - b. BIO 201 during the first term of nursing courses
7. A score of 76 or higher on the COMPASS Reading Examination or related ACT Reading Score of 17 or higher taken within 3 years of the deadline.
8. Official copies of ALL transcripts from previous colleges attended in admissions office by the application deadline.
9. Unofficial copies of ALL transcripts from previous colleges attended attached with this application.

**NOTE: ALL REQUIRED INFORMATION MUST BE RECEIVED BY, **MAY 21, 2009 @ 4:00pm EST**, IN ORDER FOR APPLICATION TO BE CONSIDERED. IT IS RECOMMENDED THAT YOU CHECK TO SEE IF YOUR FILE IS COMPLETE PRIOR TO THE DEADLINE. TO DO SO, YOU MAY CALL THE NURSING OFFICE (TO MAKE SURE ALL INFORMATION IS IN YOUR NURSING APPLICATION) AND THE ADMISSION'S OFFICE (TO MAKE SURE ALL OFFICIAL TRANSCRIPTS HAVE BEEN RECEIVED).**

**Once the deadline has passed, we will no longer accept any information pertaining to a potential student's application packet.** Please allow a minimum of four (4) weeks for processing. Once applications are processed, all applicants will be notified by certified letters of their status regardless of what their status may be. **UNDER NO CIRCUMSTANCES WILL ANY INFORMATION BE GIVEN OUT OVER THE PHONE OR IN PERSON AS TO AN APPLICANTS STATUS. ALL APPLICANTS MUST WAIT UNTIL THEY RECEIVE THEIR LETTERS.**

I CERTIFY THAT I HAVE READ AND UNDERSTAND **ALL ADMISSION REQUIREMENTS** INCLUDING THE POINTS SYSTEM. ALSO, I UNDERSTAND THAT THE ACCEPTANCE OF TRANSFER CREDIT IS UNDER THE AUTHORITY OF THE DIRECTOR OF ADMISSIONS, NOT THE NURSING OFFICE. I ALSO CERTIFY THAT I HAVE READ AND UNDERSTAND ALL THE ESSENTIAL FUNCTIONS AND MEET THEIR REQUIREMENTS. I HAVE ALSO HAD THE OPPORTUNITY TO ASK QUESTIONS AND/OR MEET WITH THE ADA COORDINATOR. ADMISSION TO THE NURSING PROGRAM IS COMPETITIVE, AND THE NUMBER OF STUDENTS IS LIMITED BY THE NUMBER OF FACULTY AND CLINICAL FACILITIES AVAILABLE. MEETING MINIMUM REQUIREMENTS DOES NOT GUARANTEE ACCEPTANCE. I HAVE READ AND UNDERSTAND THIS.

I understand that completion of this application is a component of the student profile and does not itself grant admission to the nursing program. I understand this application must be resubmitted if I am not selected for this year's program. I hereby certify that the information given in this application is true and correct. I understand that providing false information may be deemed sufficient reason to dismiss the student and/or refuse admission. All application material becomes property of Chattahoochee Valley Community College. It is the sole responsibility of the applicant to ensure that the Nursing Department has received all of the requested documentation.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Return Application to: **ATTN: Jennifer Lunsford – Nursing Department**  
**Chattahoochee Valley Community College**  
**2602 College Drive**  
**Phenix City, AL 36869**

**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

**APPLICATION DEADLINE:**  
**MAY 21, 2009 @ 4:00pm EST TIME**

Form C  
(Continued)

**CHATAHOOCHEE VALLEY COMMUNITY COLLEGE  
NURSING PROGRAMS - ESSENTIAL FUNCTIONS**

The Alabama College System endorses the Americans' with Disabilities Act. In accordance with College policy, when requested, reasonable accommodations may be provided for individuals with disabilities.

Physical, cognitive, psychomotor, affective and social abilities are required in unique combinations to provide safe and effective nursing care. The applicant/student must be able to meet the essential functions with or without reasonable accommodations throughout the program of learning. Admission, progression and graduation are contingent upon one's ability to demonstrate the essential functions delineated for the nursing programs with or without reasonable accommodations. The nursing programs and/or its affiliated clinical agencies may identify additional essential functions. The nursing programs reserve the right to amend the essential functions as deemed necessary.

- 1) Sensory Perception
  - a) Visual
    - i) Observe and discern subtle changes in physical conditions and the environment
    - ii) Visualize different color spectrums and color changes
    - iii) Read fine print in varying levels of light
    - iv) Read for prolonged periods of time
    - v) Read cursive writing
    - vi) Read at varying distances
    - vii) Read data/information displayed on monitors/equipment
  - b) Auditory
    - i) Interpret monitoring devices
    - ii) Distinguish muffled sounds heard through a stethoscope
    - iii) Hear and discriminate high and low frequency sounds produced by the body and the environment
    - iv) Effectively hear to communicate with others
  - c) Tactile
    - i) Discern tremors, vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
  - d) Olfactory
    - i) Detect body odors and odors in the environment
- 2) Communication/ Interpersonal Relationships
  - a) Verbally and in writing, engage in a two-way communication and interact effectively with others, from a variety of social, emotional, cultural and intellectual backgrounds
  - b) Work effectively in groups
  - c) Work effectively independently
  - d) Discern and interpret nonverbal communication
  - e) Express one's ideas and feelings clearly
  - f) Communicate with others accurately in a timely manner
  - g) Obtain communications from a computer
- 3) Cognitive/Critical Thinking
  - a) Effectively read, write and comprehend the English language
  - b) Consistently and dependably engage in the process of critical thinking in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings
  - c) Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator
  - d) Satisfactorily achieve the program objectives
- (4) Motor Function
  - a) Handle small delicate equipment/objects without extraneous movement, contamination or destruction
  - b) Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others
  - c) Maintain balance from any position

In order to be admitted and to progress in the nursing program one must possess a functional level of ability to perform the duties required of a nurse. Admission or progression may be denied if a student is unable to demonstrate the essential functions with or without reasonable accommodations.

The essential functions delineated are those deemed necessary the Alabama College System nursing programs. No representation regarding industrial standards is implied. Similarly, any reasonable accommodations made will be determined and applied to the respective nursing program and may vary from reasonable accommodations made by healthcare employers.

The essential functions delineated below are necessary for nursing program admission, progression and graduation and for the provision of safe and effective nursing care. The essential functions include but are not limited to the ability to:

- d) Coordinate hand/eye movements
  - e) Push/pull heavy objects without injury to client, self or others
  - f) Stand, bend, walk and/or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others
  - g) Walk without a cane, walker or crutches
  - i) Function with hands free for nursing care and transporting items
  - j) Transport self and client without the use of electrical devices
  - k) Flex, abduct and rotate all joints freely
  - l) Respond rapidly to emergency situations
  - m) Maneuver in small areas
  - n) Perform daily care functions for the client
  - o) Coordinate fine and gross motor hand movements to provide safe effective nursing care
  - p) Calibrate/use equipment
  - q) Execute movement required to provide nursing care in all health care settings
  - r) Perform CPR and physical assessment
  - s) Operate a computer
- 5) Professional Behavior
    - a) Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others
    - b) Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client
    - c) Handle multiple tasks concurrently
    - d) Perform safe, effective nursing care for clients in a caring context
    - e) Understand and follow the policies and procedures of the College and clinical agencies
    - f) Understand the consequences of violating the student code of conduct
    - g) Understand that posing a direct threat to others is unacceptable and subjects one to discipline
    - h) Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing
    - i) Not to pose a threat to self or others
    - j) Function effectively in situations of uncertainty and stress inherent in providing nursing care
    - k) Adapt to changing environments and situations
    - l) Remain free of chemical dependency
    - m) Report promptly to clinicals and remain for 6-12 hours on the clinical unit
    - n) Provide nursing care in an appropriate time frame
    - o) Accepts responsibility, accountability, and ownership of one's actions
    - p) Seek supervision/consultation in a timely manner
    - q) Examine and modify one's own behavior when it interferes with nursing care or learning

**Student Acknowledgement:**

\_\_\_\_\_ I HAVE REVIEWED THE ESSENTIAL FUNCTIONS FOR THIS PROGRAM AND I CERTIFY TO THE BEST OF MY KNOWLEDGE I **currently HAVE THE ABILITY to fully perform these functions**

\_\_\_\_\_ I HAVE READ THE ESSENTIAL FUNCTIONS FOR THIS PROGRAM AND I **currently am UNABLE TO FULLY MEET the items indicated without accommodations.**

ADA COMPLIANCE COORDINATOR  
MR. CHRIS PATTERSON, WILSON HA  
TELEPHONE: (334) 214-4845  
OFFICE HOURS: 8:00AM-5:00PM

**Only initial this section.  
Physician's signature is  
NOT REQUIRED  
until conditional  
acceptance.**

**Form D**

**Physician Acknowledgement:**

Is this person's mental and physical health sufficient to perform the classroom and clinical duties of a nursing student? Upon Admission to program, must be signed by a physician.

\_\_\_\_\_ Yes \_\_\_\_\_ No (If no, please explain) Please use back of form for additional space.

\_\_\_\_\_  
MD Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**Chattahoochee Valley Community College**  
**Licensed Practical Nursing Program**  
**Program Enrollment Requirements**

Students that are **conditionally** accepted for enrollment into the nursing program will be required to submit the following items (only after they have been accepted). Students that do not submit or misrepresent the following information will be excluded from the program.

1. Health Insurance
2. Negative Drug Test (coordinated by CVCC)
3. Proof of Tetanus shot within last 10 years
4. Background checks (form provided by CVCC).
5. Current CPR certification (*must be* American Heart)
6. HEP B vaccinations or waiver (form provided by CVCC).
7. Current history and physical completed by a licensed physician (*form provided by CVCC*).
8. Documentation of immunization (including PPD- TB skin test, (if positive, must have X-ray) MMR, Chicken Pox).
9. Ability to meet Essential Functions with or without reasonable accommodations.  
(Any student needing accommodations must meet with the ADA coordinator