



PRACTICAL NURSING PROGRAM AT LAKE WORTH LOCATION

SPRING 2010

**APPLICATION DEADLINE:
November 16, 2009**

PBCC at LAKE WORTH
4200 Congress Avenue
Lake Worth, FL 33461-

Health Occupations Office (561) 868-3535
Limited Access Program Office (561) 868-3044

Web Site: <http://www.pbcc.edu/lpn.xml>

An Equal Opportunity Institution

Program Information

About the Program

The Practical Nursing Program is designed to prepare students for employment as licensed practical nurses. Clinical experiences are included as an integral part of this program. The program is approved by the Florida State Board of Nursing. Program completers are eligible to take the examination to practice as a licensed practical nurse. **Attendance at an Information Session is mandatory.** Please check above website for dates and times: www.pbcc.edu/lpn.xml

Program Begins: January 6, 2010

Program Length: 1350 clock hours, approximately 16 months in length

Program Schedule: Monday through Thursday: Classroom hrs.: 8am – 1:30pm Clinical hrs.: 7am -3:30pm.
Lake Worth location/Clinical locations vary

Salary Range: \$26,790 - \$35,963 annually

What are the costs for the program?

These costs are approximate and subject to change. Entire registration fees are not due upon acceptance into the program. Registration fees are due upon registration for each individual course.

In-state Student (Florida resident) \$2.40 per clock hour Out-of-State Student (Non-Florida resident) \$8.53 per clock hour

Financial aid is available for this program and it is recommended that you apply early. You can also apply online at

<http://www.pbcc.edu/FinancialAid.xml>

Tuition (in-state residents)	\$3,240.00
Textbooks	\$ 1,060.00
Miscellaneous	\$ 700.00
Total approximately	\$5,000.00

<u>Course ID</u>	<u>Course Title</u>	<u>Clock Hours</u>
HSC0003	Health Care Concepts (<i>Applicants with medical certification can download the waiver form for Health Care Concepts at www.pbcc.edu/x6160.xml. A minimal fee will be assessed.</i>)	78
PRN0022	Body Structure and Function	69
PRN0500	Principles of Basic LPN Skills	90
PRN0000	Fundamentals of Nursing	100
PRN0021	Growth/Development and Nutrition	96
PRN0385	Introduction to Medical/Surgical Nursing I	78
PRN0386	Introduction to Medical/Surgical Nursing II	104
PRN0030	Introduction to Drug Therapy	100
PRN0201	Medical Surgical Nursing I	104
PRN0202	Medical Surgical Nursing II	115
PRN0203	Medical Surgical Nursing III	123
PRN0206	Medical Surgical IV Including Pediatrics	101
PRN0100	Maternal and Newborn Health	86
PRN0010	Comprehensive Nursing & Transitional Skills	106

Requirements for Consideration for Selection

The following criteria must be completed and the relevant documentation on file at the PBCC Admissions Office, Lake Worth, by **November 16, 2009**. Meeting criteria for selection does not guarantee admission to the Practical Nursing Program. Final selection will be based on the applicant pool and space available. These criteria supersede any other information.

1. COMPLETE PBCC APPLICATION

First-time PBCC Students: Submit a completed PBCC general application at www.FACTS.org (choose Admissions) and pay the appropriate fee by the deadline date. This one-time fee is \$20 for U.S. citizens, \$30 (U.S. currency) for international students and is non-refundable. Be sure to insert your current and active e-mail address where requested; be specific regarding your program of study. Once submitted, a confirmation page with conditions of admission will be sent to the e-mail address provided in the college application. Print the confirmation page and follow the instructions within. **Must attend an LPN Information Session.**

2. COMPLETE PRACTICAL NURSING APPLICATION

Applicants must also submit the program application contained in this packet and submit to the Admissions office.

Non first-time PBCC Students: Must complete the attached Practical Nursing Application and submit to the PBCC Admissions Office. **Must attend an LPN Information Session**

Transfer Request/Advanced Placement: Anyone applying as a transfer student from another nursing program must attach a cover letter of intent with their Practical Nursing Application. Transfer/advanced placement applicants must take all entrance exams. In addition please read Experiential Learning Portfolio Process at www.pbcc.edu/x6160.xml **Must attend an LPN Information Session**

3. ACADEMIC HIGH SCHOOL DIPLOMA OR GED

Transcripts must be official and mailed directly from the previous institution to the **PBCC Admissions Office** proving a standard high school diploma, GED, or validated foreign equivalent. All applicants – new, current, and college transfer students - must have their official high school or GED transcript on file at PBCC. You may download the transcript request form from our website at www.pbcc.edu/x3997.xml. Students who received a Florida GED can request their scores using the downloaded form at www.pbcc.edu/x3997.xml. Transcripts must be on file at the PBCC Admissions Office in Lake Worth by deadline date.

4. COLLEGE TRANSCRIPTS

Official college transcripts (*transcripts are considered official if sent directly to PBCC from the previous institution or be hand-delivered in a sealed envelope sealed by the issuing institution*) from **ALL** post-secondary institutions attended must be submitted. You may download the transcript request form from our website at www.pbcc.edu/x3997.xml. All post-secondary records from out of the country must be submitted with a commercial evaluation. If you have attended college, we still require proof of a standard high school diploma, GED or validated foreign equivalent. Commercial evaluation of foreign transcripts must be conducted by approved evaluators listed at <http://www.pbcc.edu/x6341.xml>. Transcripts must be on file at the PBCC Admissions Office in Lake Worth by deadline date.

5. TESTING INFORMATION

a. TEST OF ADULT BASIC EDUCATION (TABE)

All applicants **MUST** take the Test of Adult Basic Education (TABE), Survey, Level D. You must score 11th grade level in Reading, Language and Math in order to be eligible to **complete** the program. Your scores are valid for two years. The Student Learning Center (SLC) at each PBCC location provides TABE remediation courses for students who need additional skills to pass the TABE test. For more information, please call 561/868-3795.

Exemptions: Students with an A.A.S degree or higher; students who have successfully completed the College Level Academic Skills Test (CLAST); or students who have already met the minimum cut scores, within the past two years, on the FCELPT (CPT), SAT1 or ACT-E, are exempt from the exam. Documentation required.

There is a \$15.00 fee for this exam. Please pay the cashier and report to the testing center (with photo ID) to arrange to take the exam.

Testing Center Phone Numbers:

Belle Glade	(561) 993-1125	Boca Raton	(561) 862-4324
Lake Worth	(561) 868-3011	Palm Beach Gardens	(561) 207-5359

b. PRE-NURSING PROCALC TEST

All applicants must test 80% proficiency on the Pre-Nursing Procalc. Testing may be arranged through the Testing Center at the Lake Worth location. There is a \$5.00 testing fee. Please see page 3 for further information about this test.

c. TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)

All applicants must take the Test of Essential Academic Skills (TEAS). You must achieve a **Cumulative average of 55** in the Reading, Math, Science and English subsets score. This test can only be taken **once** during the application period and must be taken at PBCC. Your scores are valid for two years; however, only the most recent score will be used for admission. Further information about this test is on page 4. A study guide is available in the bookstore. There is a \$30.00 fee for this exam and is offered at the Testing Center at the Lake Worth location. Please pay the cashier and report to the Testing Center (with photo ID) to arrange to take the exam.

Practical Nursing Pre-Admission

Test Information



Test of Adult Basic Education (TABE)

I. Preparing for the Test

1. Study materials are available at public libraries (ask for TABE, GED, ACT, or SAT study guides) or you may purchase them at a bookstore for approximately \$25.00.
2. The SLC/VPI lab, which is located on the 2nd floor of the ETA Building in Room 235, provides TABE remediation courses in Reading, Language and Math Computation, and Applied Math for students who have taken the TABE and need remediation in the specific areas identified by his/her scores. Students receive classroom instruction and use the computer software to improve their skills. Each TABE remediation course is approximately 2 ½ weeks long and is offered at various times during the day. The fee for each course is \$30 and each course requires a workbook. You must obtain an application for a TABE remediation course and a class schedule in the VPI Lab – ETA235.

Math Proficiency – “Pre-Nursing Procalc”

The math test required for admission to the Practical Nursing program will be available on computer at the Lake Worth Testing Center. There is a \$5.00 testing fee.

I. Preparing for the Test

- A. All students are encouraged to prepare for the Math Proficiency Exam.

Strategies **may** include:

1. Independent review of math materials
2. Practice in the Math Lab ETA230 (Pro Calc Dosage Calculations):
 - Abbreviations and Equivalencies
 - Drugs and Solutions Practice
3. Access the website www.pbcc.edu/Nursing.xml click on Pre-RN Procalc on the left side of screen.
4. Access the website www.dmacc.edu/medmath1
5. Practice disks are loaded on computers on the 1st floor of the Library Learning Resource Center (LLRC)
6. Attendance at a Procalc Workshop offered by Math Lab. See Schedule at www.pbcc.edu/lpn.xml for dates/times

- B. The Math Competency Exam will contain the following types of questions:

1. metric conversions (mcg, mg, g)
 - metric/apothecary conversions (gr, mg, g)
 - metric/apothecary conversions (g, kg, oz)
 - metric/household conversions (tsp, tbs, ml)
2. calculations (#of tabs, caps, or ml to prepare)
3. The directions for rounding numbers will be given with each test question.

- C. The following equivalencies will be used to determine test answers. You must learn these before taking the test.

1000 mcg	=	1 mg
1000 mg	=	1 g
1000 g	=	1 kg
2.2 lbs	=	1 kg
16 oz.	=	1 lb
1 tsp	=	5 ml
1 tbs	=	15 ml
1 gr	=	60 mg

Remember: This is a math test! Do not be confused by the names of drugs and solutions!

Test Administration Procedure

- A. You must pay \$5.00 fee at the cashier and present photo ID to the testing center.
- B. The exam will contain twenty questions.
- C. One hour will be allotted to complete the exam and a calculator may be used (will be provided)
- D. A score of at least 80% is required to pass. (No more than four questions can be missed).
- E. Scrap paper will be provided and must turned in prior to leaving the testing area.
- F. After the exam, the results are available before logging out of the testing program.

There is no limit to the number of times the exam can be retaken. A different version of the exam will be available each time. **Only one exam can be taken per day.**

Test of Essential Academic Skills (TEAS)

I. Preparing for the Test

The TEAS is a computerized scholastic aptitude test designed to predict the academic readiness of applicants.

The general areas are:

- Math (whole numbers, metric conversion, fractions and decimals, algebraic equations, percentages and ratio/proportion).
- Reading (paragraph comprehension, passage comprehension and inferences/conclusions).
- English (punctuation, grammar, sentence structure, contextual words and spelling).
- Science (science reasoning, science knowledge, biology, chemistry, anatomy and physiology, basic physical principles and general science).

The Pre-test Study Manual for the TEAS is available at the PBCC Bookstore. It is also available for purchase through Assessment Technologies Institute at 1-800-667-7531 or on their website at www.atitesting.com. There is a \$30.00 testing fee for the TEAS test. **Only TEAS scores taken at the PBCC testing center will be accepted.** TEAS test can only be taken once during the application period. Students must achieve a cumulative average of 55 based on their individual score in Math, Language, Science and Reading.

Applicant Point System for Selection

After all eligibility requirements for placement into the selection pool have been satisfied, the following point system will be utilized for selection into the program. Only one point value from each category will be awarded. In the event of a tie, a lottery selection system will be used.

I. TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS) AVERAGE SCORE

(Average of the Reading, Math, Science and English subsets score.)

86 - 99.....	8
76 - 85.....	6
66 - 75.....	4
56 - 65.....	2
55	1

II. RESIDENCY STATUS (Based on application information)

Palm Beach County Resident	1
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III. HEALTH RELATED WORK EXPERIENCE

(Must complete work experience section on application in order to receive points.)

Currently working in a related healthcare field	2
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IV. PROGRAM COMPLETERS

Completion of an accredited Health Occupation program with a minimum of 150 clock hours. Check Facts.org for a list of Accredited Programs. *Must present official certificate (s) of completion to receive points..... 3

V. STRATEGIES FOR COLLEGE SUCCESS (SLS1501) 3

(Course must be completed within past 10 years with a grade C or higher in order to receive points)

VI. PBCC RN TRANSFER STUDENTS

National League for Nursing Pre-Admission Exam for RN program taken within 2 years: Score of 60 or higher.....	2
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MAXIMUM POINTS POSSIBLE19

Your criteria for selection can be viewed at www.pbcc.edu/pantherweb.xml under Limited Access Application Status and all communication will be sent to your my.pbcc.edu e-mail account including all acceptance documentation. You will need a valid student ID and e-mail account to access this information.

Applicants who are selected will be notified approximately two weeks after the deadline date by PBCC e-mail. If an applicant is selected and does not complete the registration process, the applicant must reapply and is not guaranteed acceptance in any subsequent selection process.

The acceptance notice will include:

- (1) Registration information
- (2) Medical exam form
- (3) Criminal Background Check – (Includes Social Security number verification)
- (4) Drug screening form
- (5) Date of orientation

After admission, the above documentation must be on file with the Health Occupations Office.

All students are conditionally accepted and will be required to obtain criminal background checks and drug screenings (at their own expense) prior to the start of class. Further information will be provided when admitted into the Practical Nursing Program. Failure to provide such documentation will result in termination of application.

Please Type or Print Clearly

PROGRAM CODE **5234**

1. **PBCC STUDENT ID** _____ - _____ - _____

2. **NAME** _____
LAST FIRST MIDDLE SUFFIX

Please list all previous names under which documents may be sent _____

3. **LOCAL ADDRESS** _____
NUMBER AND STREET ADDRESS CITY

COUNTY (or PROVINCE) STATE ZIP CODE

4. **HOME TELEPHONE** () _____

5. **WORK TELEPHONE**() _____
CELL PHONE () _____

6. **EMAIL ADDRESS** _____ @ _____

7. **DATE OF BIRTH** ____/____/____
Month Day Year

TRANSCRIPTS—Official transcripts must be sent directly to PBCC from issuing school/agency. All applicants, including college transfers, must submit high school or GED transcripts directly to PBCC. College transfer students must submit official transcripts from all colleges in which applicant has enrolled.

8. **HIGH SCHOOL GRADUATE?** Yes No **or** **GED?** Yes No

9. **COLLEGE/UNIVERSITY**

List all postsecondary colleges or universities you have enrolled. Omission of any constitutes falsification of records and voids application.

NAME OF INSTITUTION	CITY/STATE	DATES	DEGREE	CREDIT

To list more colleges/ universities, attach a separate page.

10. Have you taken the **Test of Adult Basic Education (TABE)**
 (TABE scores can not be older than 2 years) Yes No Exempt

11. Have you taken the Pre-Nursing Procalc Test? Yes No
 If yes, did you score 80% proficiency? Yes No Date of Testing _____

12. Have you taken the **Test of Essential Academic Skills (TEAS) test?** Yes No Date of Testing _____
 If yes, did you meet a **minimum average of 55** for the English, Reading, Science and Math subset scores?
 Yes No

If you did not meet the minimum average in the subset scores you will not be able to re-take the TEAS test until the next application period and will not be considered for the current application period.

13. Do you currently work in a health related field? Yes No If yes, how long? _____
 Employer _____ Employer's Telephone _____
 Position Title _____ Responsibilities _____

14. Have you completed an Accredited Health Occupation Program? Yes No
 Name of school _____ City/State _____ Program _____

15. Have you successfully completed with a C grade or higher, Strategies for College Success (SLS1501)? Yes No

16. Did you attend an LPN information session? (mandatory) Yes No Date attended ____ Date plan to attend ____

I understand that falsification or omission of any information may result in my dismissal or rejection from the College.
 I have read and understand all of the instructions pertaining to the Practical Nursing program as explained in the Practical Nursing packet.

SIGNATURE OF APPLICANT _____

DATE _____