



Practical Nursing Program

Mifflin County Academy of Science &
Technology

*“Preparing Nurses for the
Future of Healthcare”*

700 Pitt Street
Lewistown, PA 17044
717-447-0394

Website: www.theacademy.net

Dear Potential Nursing Student:

Thank you for your interest our Practical Nursing Program. We are very proud of the accomplishments of our school and of our students. We have been a part of this community for many years and have graduates from our program working not just in Pennsylvania, but all around the country. We are accredited by both the Pennsylvania State Board of Nursing and the Pennsylvania Department of Education. We are independently accredited by the Accreditation Commission for Education in Nursing, Inc. Our graduates have consistently passed their licensing boards at a higher than average rate compared to other Pennsylvania schools. We have very high employment rates after graduation.

This brochure should acquaint you with our philosophy, our curriculum and a few of our basic policies. We include general information on financial aid which may be available to finance your education. You should find a general overview of our pre-entrance testing and acceptance process. Lastly, you should find an application and reference forms to complete and return to our office.

Nursing is a very creative and active profession. Nurses care for people of all ages and in all kinds of healthcare settings. Nurses are the eyes upon their patients 24/7, making a difference in people's lives every day. Nursing is a field where people can work in a profession they love, as well as earn a living to support their family. The potential for personal satisfaction and professional growth is endless. If you think you may be ready to join us, please complete your application. We look forward to hearing from you.

Sincerely,



Alicia B. Lentz
Coordinator of Practical Nursing

Practical Nursing is the performance of selected acts that utilize appropriate knowledge and skills but not to the extent required in registered nursing.

Practical Nursing is based on a sound foundation of a well-integrated curriculum and therefore is a valid entry level into the nursing profession.

Practical Nurses work in a variety of practice settings to provide care to the ill, injured or infirm under the direction of a licensed registered nurse, a licensed physician, or a licensed dentist.

GENERAL INFORMATION

The campus is located at 700 Pitt Street, Lewistown, PA. This program is a post-secondary education program. The level of instruction and academic demands on the student are similar to the first year of college.

PROGRAM LENGTH

The Practical Nursing Program provides approximately 1540.25 clock hours of instruction over a twelve (12) month period. Vacation and holiday time are scheduled into the instructional year. Two classes are admitted per year - one class in March and one class in September. Classes are scheduled for daytime hours, weekdays, usually 8 AM through 3 PM. Clinical day hours vary – usually 6:30 AM – 4 PM.

PROGRAM ACCREDITATION AND APPROVAL

The Practical Nursing program is accredited by the Accreditation Commission for Education in Nursing, Inc. Address: 3343 Peachtree Road NE, Atlanta, GA 30326
Phone: 404-975-5000 Website: www.acenursing.org. The program is approved by the Department of Education and the Pennsylvania State Board of Nursing. Address: P.O. Box 2649, Harrisburg, PA 17105 Phone: (717) 783-7142. Website: www.dos.state.pa.us/nursing

PHILOSOPHY

The faculty and staff of the PN Program in accordance with the mission of The Academy believe the following as a basis for the curriculum and program objectives:

All human beings....

- ⊕ Are uniquely individual with rights, dignity and worth;
- ⊕ Have physical, psychological, sociological and spiritual needs which evolve and change over time;
- ⊕ Are members of a racially and culturally rich, diverse society;
- ⊕ Deserve respect and understanding at every stage of life;
- ⊕ Have universal needs organized in a hierarchy with basic requirements satisfied before higher level needs (Maslow, 1943).

Nursing....

- ⊕ Is a caring profession, both an art and a science based upon principles drawn from biological and behavioral science;
- ⊕ Is dedicated to maintain and promote independence, health and wellness, prevention of illness, caring for and rehabilitating the sick and disabled, and supporting the care of the dying in all health care settings;
- ⊕ Is deliberate, systematic and individualized through the application of the nursing process.

Practical Nursing....

- ⊕ Is the application of knowledge and skill in giving competent nursing care to clients, whether individuals, families or communities, under the supervision of a licensed professional nurse, physician or dentist;
- ⊕ Is integral to the nursing profession

Education....

- ⊕ Is a lifelong process of continuous expansion of curiosity and inquiry;
- ⊕ Is an active process in which the learner assumes increasing responsibility for their own learning;

- ✦ Is achieved through a variety of activities such as degree and certification through formal programs, attendance of seminars and continuing education programs, reading of books and journals or internet research;
- ✦ Is a democratic process that encompasses respect for every individual regardless of race, gender, origin, lifestyle or socio-economic status.

Nursing Education...

- ✦ Is a dynamic process where the teacher moves from demonstrator to facilitator;
- ✦ Involves the development of knowledge, skills and professional attitudes of the individual learner as a member of the nursing profession and society;
- ✦ Incorporates the development of critical thinking and problem solving.

Practical Nursing Education...

- ✦ Is based on a sound foundation of a well-integrated nursing curriculum;
- ✦ Requires the learner to assume personal responsibility for preparation for classroom or clinical work and regular attendance;
- ✦ Is aimed at acquisition of nursing knowledge, skills and attitudes as well as the development of individual learner capabilities of personal maturity, emotional growth, professional responsibility and active participation in our democratic society;
- ✦ Progresses from normal to abnormal, simple to complex, throughout the curriculum with both nursing theory and clinical experiences to meet the needs of learners;
- ✦ Enables graduates to fully participate as novice members of the health care team in any setting where nursing care takes place.

Reference

Maslow, A. H.(1943). A theory of human motivation. *Psychological Review* 50(4). 370-96.

STEPS IN THE APPLICATION PROCESS

- BROCHURE:** Read this brochure.
- APPLICATION:** Complete the application form, including your personal statement, and return it to the program along with the **non-refundable fee of \$60** and an official copy of your high school transcript or official G.E.D. scores.
 - Please send an official transcript of your high school records. To obtain your transcript, contact the principal or guidance counselor of the high school from which you graduated to request a copy be sent to this school. The transcript must reflect your graduation date and be signed by a school official. This brochure contains a transcript request form that may be used.
 - If you are not a high school graduate, it will be necessary for you to take the G.E.D. examination. If you already have the G.E.D., you will need to send a copy of your diploma and a copy of your official G.E.D. grade sheet to our school at the above address. You may obtain G.E.D. scores from:

 Commonwealth Diploma Program
 PA Department of Education
 333 Market Street, 12th Floor
 Harrisburg PA 17126-0333
 Phone (717) 783-6747
- REFERENCES:** Ask two professionals to complete the reference forms included with this packet. They must then give it back to you to submit with your application packet or mail it directly to the school. Professional references should be obtained from a teacher, school or career counselor or your work supervisor. This form should not be completed by friends or relatives.

4. **ACKNOWLEDGEMENT LETTER:** You will then receive an email (a letter will be sent if no email address is given) acknowledging receipt of your application. This email will contain information regarding the purchase of a study guide for the pre-entrance exam – KAPLAN Nursing School Entrance Exam, information about preparing for the exam and information about classes offered by the local CareerLink.
 - Pre-entrance testing is conducted as part of the application process.
5. **PRE-ENTRANCE TESTING APPOINTMENT:** After your complete application (application, fee, transcript or GED scores and references) is submitted, you will receive a pre-entrance testing appointment.
 - Letters will be sent in March for testing appointments in April/May for the class starting in September.
 - Letters will be sent in September for testing appointments in October/November for the class starting in March.
6. **PRE-ENTRANCE TESTING:** KAPLAN – Nursing School Entrance Exam is required. Applicants must pass the math, reading comprehension, vocabulary and spelling portions of the examination at or above the national average or the 50th percentile to determine potential for success in nursing school.
 - Interested persons may purchase a study guide to prepare for the exam by ordering it from the link on our website to Amazon.com, from any book store or by checking with your local library using the ISBN #: 978-1-4195-5034-8.
 - **There is a \$35 re-testing fee for the Pre-Entrance exam.**
 - Results of pre-entrance testing will be sent to you electronically by the testing company.
7. **SELECTION PROCEDURE:** The Admissions Committee consists of the faculty and administration of The Academy. When the required forms, test scores and information are completed on all applicants, the Coordinator of Practical Nursing schedules a meeting of the Admissions Committee. The Committee, on the basis of all available information, selects the persons to be admitted to the program who demonstrate an overall aptitude for nursing.

Offers of admission will be made based on all components of the application process including application completion, personal statement, letters of reference, pre-entrance test score and clear criminal background check.

School Board policy stipulates those qualified applicants from Mifflin and Juniata Counties be given preference for admission. Applicants from other counties will be considered for admission after qualified candidates from Juniata and Mifflin Counties have been exhausted.

Admission will be revoked if an individual is found to have been convicted of a felony under the “Controlled Substance, Drug, Device, and Cosmetic Act.” Convicted includes judgment, admission of guilt, or plea of *nolo contendere* during background check data Collection. Admission will be revoked if abuse clearance shows any record of abuse. Admission will be revoked if candidate does not complete health requirements and CPR certification.

ADMISSION REQUIREMENTS

- **Age** – must be at least 18 years of age upon completion of the program
- **Social Security Number** – must have a valid number prior to taking the pre-entrance exam.
- **Education** - graduation from high school with a diploma or high school equivalency diploma (GED). Students with a GED from a state other than Pennsylvania must apply for a Certificate of Preliminary Education from the Pennsylvania Department of Education. Home schooled students must submit valid credentials from a qualifying accrediting

agency, and apply for a Certificate of Preliminary Education through the Pennsylvania Department of Education.

- **Residence** - must be resident of Pennsylvania.
- **Pre-entrance testing** – applicants must pass the KAPLAN entrance exam at the national average or higher in order to be accepted.

8. **ACCEPTANCE AGREEMENT:** Letters to qualified candidates will be sent out approximately four months prior to the start of class. Depending on the number of qualified candidates and the number of openings for the class; a wait list may be created. Final enrollment is determined by the completion of the Acceptance Agreement and submission of the \$100 admission fee.

- A waiting list may be created with enrollment deferred to the next incoming class.

REQUIREMENTS AFTER ADMISSION BUT BEFORE CLASS BEGINS – Required for clinical experiences. *All forms for these requirements will be given with the enrollment packet sent to you after receipt of your Acceptance Agreement.*

- **CPR – Cost \$30** - Show evidence of current certification in cardiopulmonary resuscitation (CPR) for the Professional Rescuer or Heartsaver Course (must include 2 man CPR) by the American Heart Association or the American Red Cross. CPR courses are offered from this school, information about the classes is included in the enrollment packet.
- **Criminal Record Check – Cost \$10** - Persons with a criminal record may not be permitted to practice in clinical sites and may not be eligible to sit for State Board Exams. Persons with a felony, 2 misdemeanors or drug convictions of less than 10 years will not be admitted to the program. Persons admitted to the Accelerated Rehabilitation Disposition (ARD) program for charges related to DUI must provide (1) a statement of acceptance into the program and/or (2) a statement of program completion.
- **FBI Fingerprinting Background Check – Approximate Cost \$27** – this is a multi-step process for which you will receive information with your enrollment packet.
- **Abuse Clearances – Cost \$10** - Submit copy of Child Abuse clearance to the address on the form. Persons with a documented history of abuse will not be admitted to the program. Clearance results must be valid no more than three months prior to the start of school.
 - There may be other convictions that could lead to denial of licensure. In addition, potential students should be aware that employers in many health care facilities may be prevented from hiring a nurse, even if licensed in Pennsylvania, if charged with prohibitive offenses under “Older Adults Protective Services Act” (Department of Health Act 13, 1997).
- **Physical Exam – Cost for office visit and lab work** - The purpose of the pre-admission physical exam requirements is to ensure the student is in satisfactory physical and mental condition prior to the beginning of school. The State Board of Nursing, affiliating agencies, and/or the Practical Nursing Program mandate these requirements. Below is a list of Essential Job Functions for the Practical Nurse.

Each student is required to submit a completed physical examination form prior to the first day of class. A physician of the student’s choice performs the exam at the student’s expense. Required diagnostic studies include two-step TB skin test (or chest x-ray), and urine drug screen.

Documentation of immunity and/or immunization is required for rubeola, rubella, varicella, tetanus, and hepatitis. A history of childhood illness of rubella and/or rubeola is not considered acceptable proof of immunity to either disease. All required laboratory test results and immunizations information must be submitted by the first day of class.

The physical exam results must be documented on the program form only. The physical exam must be conducted within six months prior to the start of class. No other form will be accepted as documentation of the physical exam.

A student will not be permitted to participate in clinical unless the physical exam, diagnostic studies, and immunizations are current according to school policy.

Please Note: If a student has an allergy to latex they must advise their instructor of this allergy and be aware of potential for exposure in clinical sites. They are advised to purchase their own vinyl, non-latex gloves for clinical in order to avoid exposure.

Essential Job Functions for Practical Nursing

Practical nurses have many demands in their workplace and need to be physically able to perform a variety of tasks. The following list contains the physical requirements for many but not all of the tasks nurses would be expected to perform and includes cognitive, psychomotor and affective skills. The Practical Nursing Program could work with students with disabilities who meet all other requirements for admission to determine any reasonable accommodations to meet these essential functions.

Cognitive:

- Minimal score on admission assessment exam.
- Ability to read and write in English.
- Analytical thinking abilities to perform deductive and inductive reasoning for nursing decisions, for example, priority setting, long and short term memory for data collection or ability to evaluate outcomes.

Psychomotor:

- Perform physical tasks such as reaching, bending, balancing, carrying pushing, pulling, including being able to stand on feet for up to 12 hours at a time.
- Lift/carry weight up to 50 pounds.
- Ability to visually read calibrated equipment in increments of one hundredth of an inch.
- Ability to visually discriminate, describe and interpret depth and color perceptions.
- Ability to view, read and physically manipulate health record information and pertinent data in a variety of formats including paper handwritten documents, typed reports and computerized records and databases.
- Ability to use tactile senses to feel vibration, and to assess size, shape, temperature and moisture.
- Ability to identify and distinguish odors.
- Hearing abilities sufficient to physically monitor and assess client needs, such as use of a stethoscope to distinguish heart and breath sounds.

Affective:

- Emotional stability sufficient to assume responsibility and accountability for actions, for example handle strong emotions of others while controlling personal response or adapt to changing environments.
- Interpersonal skills sufficient to interact with individuals and groups respecting social, cultural and spiritual diversity.

CURRICULUM PLAN

This 12-month program is divided into four terms. Terms I and III are fourteen (14) weeks and Terms II and IV are ten (10) weeks. A short summer vacation and several school holidays are scheduled during the year. Hours of theory and clinical experience are planned on a 35-hour week. The student has primary responsibility for his/her own education including seeking help from an instructor.

Term I –	Nursing Fundamentals and Nursing Science
Term II –	Pharmacology
Term II/III -	Medical-Surgical Nursing
Term III –	Mental Health Concepts Concepts of Leadership
Term IV -	Maternity Nursing Pediatric Nursing Community Health Nursing

COURSE DESCRIPTIONS

NURSING 100 - NURSING FUNDAMENTALS

This course includes theory and clinical practice in giving basic nursing care to adult patients, with emphasis given to the care of elderly persons. Basic computer skills required in nursing practice are introduced. This course introduces basic principles of the practical nurse as a member of the health care team. These principles include communication skills, assessment skills, legal and ethical issues, basic nursing procedures and professional behavior. Patient/personal safety issues will be discussed.

NURSING 101 - NURSING SCIENCE

This course includes basic principles of body structure and function, chemistry, and medical terminology.

NURSING 102 - MEDICAL-SURGICAL NURSING

This course is designed to assist the practical nursing student to acquire and assimilate the knowledge, skill, and attitudes necessary to provide care to adult patients with short or long term nursing needs associated with common medical and surgical conditions. Concepts related to the etiology, classification, and reactions of the adult patient to the disease process are included. Related pharmacologic and nutritional concepts are integrated throughout the course. Clinical experience is framed within the nursing process and is provided through supervised activities in various clinical settings, the nursing arts laboratory, and structured simulation scenarios.

NURSING 104 – Mental Health Concepts

This course focuses on the use of the nursing process to meet the needs of clients experiencing psychiatric disorders and maladaptive behaviors. The practical nursing student will acquire and assimilate the knowledge, skill and attitudes necessary to provide safe, culturally competent care to clients with mental health disorders across the age spectrum. Domestic violence and substance abuse issues will be included in this course. Clinical practice is provided in an acute care facility and through observation of an Alcoholics' Anonymous meeting.

NURSING 105 – Maternity Nursing

Maternity nursing is the study of family-oriented maternal and newborn care. Information is included on normal and abnormal conditions associated with the childbearing cycle. The course includes the application of the nursing process and continuing development of clinical judgement. Clinical experience is provided in hospital units of labor and delivery, newborn nursery, and postpartum, and in prenatal care sites.

NURSING 106 – Pediatric Nursing

This course is designed to assist the practical nursing student to acquire and assimilate the knowledge, skill and attitudes necessary to provide care to pediatric patients and their families with both short and long term nursing needs. Concepts related to the etiology, classification, and reactions of pediatric patients to the disease process are included. Information and experience is included on normal growth and development, common childhood disorders and current family problems. Clinical experience is offered in family practice clinics, day care centers, area public schools and summer camps.

NURSING 107- Community Health Nursing

This course is designed to assist the practical nursing student to acquire and assimilate the knowledge, skill and attitudes necessary to provide care in community and outpatient settings. Students will consider community assessment as it impacts assigned patients as well as community resources available for needed services. Professional issues including responsibilities in recognition of abuse of children and elders, domestic violence and sexual assault will be stressed. Clinical assignment will include medical offices, home health agency, Senior Center, wound clinic and a student created independent study.

NURSING 108- Pharmacology

This course is designed to assist the student in acquiring and assimilating knowledge related to the administration of medication in the clinical setting. It provides an extensive framework covering the basic pharmacokinetics, pharmacodynamics, and pharmacotherapeutics of the current drug classifications. Common drugs in each classification, client safety, systems of measurement, and dosage calculations are included.

NURSING 122 – Concepts of Leadership

This course is designed to introduce the student to the managerial and supervisory responsibilities common to a working Practical nurse in a variety of settings within the legal scope of practice as defined by regulation in Pennsylvania. The student will explore leadership styles and identify their personal style. The student will practice skills of prioritizing, delegation of duties and evaluation of another's job performance in the clinical setting with junior students.

CLINICAL AFFILIATIONS

Students will participate in clinical practice at Brookline Manor and Retirement Village, Valley View Retirement Community, Lewistown Hospital and several community sites in Mifflin and Juniata Counties.

TUITION AND FEES

The estimated direct cost of the program to the student is **\$12,101 + Equip. \$1,720 for a Total of \$13,821***. This includes tuition, books, uniforms, equipment, graduation and licensure fees. Tuition costs are partially subsidized by the Pennsylvania Department of Education, Bureau of Vocational and Adult Education.

Indirect costs to the student, such as living expenses, travel, medical insurance, etc., are estimated to be an additional \$12,000.00 over the course of one year. Students are required to purchase their own shoes, and lab coat and a graduation uniform. The student must also purchase white socks and a watch with a sweeping second hand. Equipment and accessories kit is provided to the student and included in the equipment fees.

Students are responsible for their personal living accommodations, meals, transportation, and health/accident insurance. Each student is required to carry liability insurance purchased through the school but paid for by the student fees.

All financial arrangements for payment of tuition and equipment costs must be arranged (Pell determination made, loans approved, private payment received, etc.) before the first day of class or the student will not be permitted to attend the program.

* Subject to change without notice.

ALL FINANCIAL INFORMATION, FORMS AND A FINANCIAL AID HANDBOOK ARE INCLUDED IN THE ENROLLMENT PACKET SENT TO YOU AFTER RECEIPT OF YOUR ACCEPTANCE AGREEMENT.

FINANCIAL ASSISTANCE

The family is expected to make a financial contribution to the student's education. The primary responsibility for meeting your educational expenses lies with you and your family. Information on financial aid application is provided upon acceptance into the program.

FAFSA – Eligibility for federal financial aid is determined from information provided on the Free Application for Federal Student Aid Form (FAFSA). More information on the federal financial aid program can be found at www.fafsa.ed.gov. The most recent federal income tax information is used to complete financial information on the FAFSA. FAFSA forms are to be filled out on-line **after the student is accepted into the program** to assure that the correct award year is completed.

PELL - Financially eligible persons may receive a Pell Grant from the Federal Government up to \$5,730.

Federal Direct Loan Program (FDLP) – Students and/or their parents may apply for loans to pay for schooling directly through this federal government program. Dependent students may qualify to borrow a maximum of \$5,500 based on financial need per fiscal year. Independent students may qualify to borrow a maximum of \$9,500 per fiscal year based on need. Parents of dependent students may qualify to borrow up to a maximum of \$12,000. FDLP terms and interest rates are set by federal regulation. Repayment does not begin until after graduation or withdrawal. Please note that dependency is defined by the federal program not by the school.

Alternative Private Loans - Eligible students may apply for alternative loans to pay for the balance of education costs based on demonstrated financial need and credit history. These loans **are not** managed through the school.

Any loans borrowed by a student and/or parent must be repaid by the student/parent whether or not the student graduates, can find employment in nursing after graduation, or is dissatisfied with the education received while enrolled in the program.

SCHOLARSHIP and OTHER ASSISTANCE -

- The local *PA Career Link* may partially sponsor eligible candidates. Interested persons should contact the PA Career Link in their home county.
- Eligible veterans may receive financial assistance from the *Veteran's Administration*. Contact your local office of Veteran's Affairs.
- Eligible persons may receive financial assistance through the *Workforce Investment Act*, dislocated worker program (*TAA*) or *NAFTA*. Information is available through the local PA Career Link office.
- Eligible persons may qualify for sponsorship through *New Choices* for a maximum award of \$1,000.00. Contact the local PA Career Link office for more information.
- Eligible persons may qualify for limited assistance with equipment and uniform costs through the Department of Public Assistance (DPA) if receiving benefits at the time of acceptance into the program. Contact the local DPA office for additional information.
- Students may request to establish a payment plan. All requests must be made prior to the start of class.
- Students and/or their parents may apply for a home equity or personal loan to help pay for their education.
- This program does not qualify to participate in the Pennsylvania State Grant Program due to the length of the program.

TERMINATION (INVOLUNTARY DISMISSAL)

The practical nursing faculty reserves the right to terminate the enrollment of any student who in its judgment does not satisfy the competency requirements of scholarship, health, or personal suitability for nursing in accordance with State Board policy for nurses. Any student convicted* of a felony under the Controlled Substance, Drug, Device and Cosmetic Act will be terminated from the program. *(Convicted includes judgment, admission of guilt, and/or plea of nolo contendere.)

DRUG FREE SCHOOL AND WORKPLACE

The campus of Mifflin County Academy of Science & Technology's Practical Nursing Program is drug free for students and instructors. Students and employees must abide by the terms of the Drug Free Schools and Communities Act Amendments of 1989. Smoking and other tobacco use is not permitted on school property, residential areas or private property surrounding the nursing campus at any time.

GRADUATION REQUIREMENTS

A student will be eligible for graduation once all academic, clinical (experience and paperwork), and financial obligations have been met. The student will not be permitted to take the final exam of any term if an outstanding balance remains on his/her account at the end of the term.

All school property (books, videos, etc.), parking tag, and name tag must be returned or the replacement cost paid prior to graduation.

LICENSURE

Successful graduates of the Practical Nursing Program are eligible to apply to sit for the NCLEX-PN licensure exam administered by Pearson Vue for the National Council of State Boards of Nursing (NCSBN) using Computerized Adaptive Testing (CAT). Licensure fees are collected as part of the Term IV equipment fees.

A graduate may also apply for a temporary practice permit (TPP). A temporary practice permit (TPP) is required if a graduate practical nurse (GPN) plans to work as a nurse following graduation and prior to taking the NCLEX-PN exam. The TPP application is part of licensure application. There is a separate \$35 fee to obtain the TPP. The TPP is valid for one year after issue or until the results of the NCLEX-PN exam are known. If the graduate fails the licensure exam, the TPP is immediately made invalid and the person can no longer work as a GPN in Pennsylvania.

Graduation from the Program does not guarantee eligibility to sit for the licensure exam. If a student has any criminal record their application will be reviewed by the legal counsel of the State Board of Nursing for consideration of eligibility. The graduate will be required to submit documentation regarding their conviction unless they have official documentation of completion of ARD or documentation of expunging of their record from the court.

"The Pennsylvania Board of Nursing shall not issue a license or certificate to an applicant who has been convicted of a felonious act prohibited by the Act of April 14, 1972 (P.I.233,no. 64) known as the "Controlled Substance, Drug, Device, and Cosmetic Act" or convicted of a felony relating to a controlled substance in a court of law of the United States or any other state, territory or country unless: (1) at least ten (10) years have elapsed from the date of conviction; (2) the applicant satisfactorily demonstrated to the Board that he/she has made significant progress in personal rehabilitation since the conviction such that licensure of the applicant should not be expected to create a substantial risk of harm to the health and safety of patients or the public or a substantial risk of further criminal violation (3) the applicant otherwise satisfies the qualifications contained in or authorized by this act. As used in this subsection, the term "convicted" shall include a judgment, an admission of guilt or a plea of nolo contendere. Any

student or prospective student to whom this policy may apply should contact the State Board of Nursing at 717-783-7142.

Any application under review by the State Board of Nursing will not be sent an authorization to test until the matter is resolved. The time frame for completion of the review by the board is not under the control of the Program. Graduates will need to directly contact the Board for information on their status.

ADVANCED STANDING POLICY

PHILOSOPHY

The faculty of the Mifflin County Academy of Science & Technology's Practical Nursing Program believes that a flexible curriculum permits people with a variety of work and educational experiences to complete educational programs to which they aspire as economically in terms of money and time as possible. Nursing education programs should provide for student mobility according to the individual's ability, changing career goals, and changing aspirations, and should provide an opportunity for students to validate the knowledge and skills they have acquired in previous educational or work experience.

PLAN FOR DETERMINATION OF ADVANCED STANDING

1. The applicant must meet all entrance requirements – including complete application form and references. If the applicant has no previous entrance test scores from another program they must complete the KAPLAN entrance exam.
2. Any applicant who is granted advanced standing must agree to meet with the coordinator for an orientation to the program and its policies. The applicant will receive a student handbook.
3. If the applicant attended a nursing education program within the past 3 years:
 - a. He/She must submit an official transcript accompanied by course descriptions from previous school. **All forms are at the applicant's expense.**
 - b. The faculty will review the transcript and course descriptions to determine courses for which the applicant may be granted advanced standing.
 - c. Advanced Placement will be considered for Term I only.
 - i. If applicant successfully completed nursing fundamentals courses in previous school, the official school transcripts will be reviewed by the Program Coordinator. The applicant will need to pass the program skills test including head-to-toe assessment and the Program final exam at 78% or above.
 - ii. If applicant successfully completed Nursing Science course in previous school, the final exam for the program's science course will be administered. Applicant must pass the final exam at 78% or higher level to be exempt from the Nursing Science course.
4. If applicant is a corpsman, graduate of a PA health occupations program, or was satisfactorily employed as a nurse aide within the past 2 years the applicant may receive advanced standing for a portion of Term I.

The following requirements must be met:

- a. Recommendation by former instructor or employer. For health occupations graduates, a NOCTI score at an advanced level and a grade point average of 2.5 in their technical courses is required.
 - b. Evidence of admission assessment test at acceptable score, corpsman or health occupation graduates may reduce time (and cost) of Term I - Nursing Fundamentals by 30 hours in clinical (mainly lab time).
 - c. Nurse aide must present evidence of certification and may be eligible for an additional 15 hours away from Term I (mainly lab time).
5. Applicant must successfully demonstrate clinical competencies, as expected of all students enrolled in the program. Applicants will be required to pass Term I skills test.

COMPUTER KNOWLEDGE/SKILLS

Basic computer skills are highly recommended to be successful in the Practical Nursing Program. Skills such as basic typing and mouse manipulation, basic word processing, basic internet functions and research techniques are a few of the skills needed. Throughout the nursing program you'll be required to use the computer for such things as applying for financial aid, clinical case studies, medication administration and charting at clinical sites, computerized exams, projects and finally, taking the LPN licensing exam. Please contact your local CareerLink and ask about basic computer classes if you find that using the computer makes you uncomfortable or frustrated or if you just need to improve your computer skills. You will find a link on our website under the "Student Resources" page for a typing tutor program.

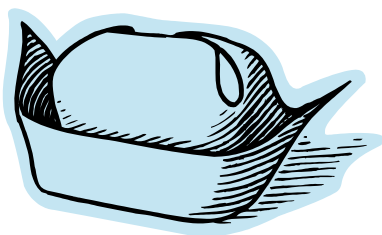
STATEMENTS OF CONFIDENTIALITY

PROGRAM

The faculty and staff of the Practical Nursing Program maintains a policy not to discuss with ANYONE, besides the student, any matters regarding the student's academic, clinical, or financial status, in ANY FASHION (written, verbal, telephone, electronic, etc.) without the expressed written permission of the student. The student must indicate in writing the name(s) and relationship(s) of the specific person(s) to whom the faculty may discuss the student's clinical, academic, or financial status.

FINANCIAL AID OFFICE

The financial aid office is NOT PERMITTED to speak to ANYONE besides the student regarding financial aid matters unless the student provides written permission allowing the financial aid administrator to speak with a specific person(s). The student must indicate in writing the name(s) and relationship(s) of the specific person(s) to whom the faculty may discuss the student's financial status. This is in accordance with the Gramm-Leach-Bliley Act of 2003.



EMPLOYMENT OPPORTUNITIES

Practical Nurses are employed in a variety of health care settings. Successful completion of this program may find the graduate seeking employment in any of the following settings:

Acute Care Hospital Setting
Private Duty Nursing
Office Nursing - Physician or Dentist
Armed Forces
Public Health Agencies
Rehabilitation Hospitals
Visiting Nurse (Home Care) Agencies
Industrial Nursing
Nursing Homes
Psychiatric Hospital

According to recent graduate surveys, LPNs are ranging from \$12—\$20 per hour depending on the geographical location and the type of nursing facility where they are employed.

For more information on careers in nursing and possible financial aid sources, log on to www.FuturesInNursing.org.

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PRACTICAL NURSING PROGRAM
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Lewistown, Pennsylvania 17044
717-447-0394

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EMAIL – alentz@theacademypn.net.

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