HEALTH SCIENCE
DIVISION PROGRAMS

ASSOCIATE DEGREE NURSING
Associate in Applied Science Degree
5 Semesters/Two Academic Years

The associate degree nursing program is an integral part of Northeast Alabama Community College and accepts the mission statement and the goals of Northeast Alabama Community College. The nursing curriculum combines general education and nursing education courses. The Associate in Applied Science Degree is awarded by Northeast to the student who successfully completes all requirements of the nursing program.

The graduate of the associate degree program is eligible to apply to the State Board of Nursing to take the National Council Licensure Examination (NCLEX-RN) leading to licensure as a registered nurse. The review of the application by the State Board of Nursing determines eligibility of the applicant to take the licensure examination.

Legal requirements for licensure in the State of Alabama are listed in the Alabama Board of Nursing Administrative Code. The applicant for licensure examination should be aware that eligibility for initial and continuing licensure in Alabama includes questions concerning such matters as convictions of criminal offenses, convictions for driving under the influence of drugs/alcohol, treatment for mental illness, treatment for chemical dependency, disciplinary action by a state board of nursing, placed on a state/federal abuse registry, or court martialed, disciplined, or administratively discharged by the military. The application to take the licensure examination may be denied by the State Board of Nursing if all the requirements as listed in the Alabama Board of Nursing Administrative Code are not met by the applicant. Although these policies refer specifically to Alabama, other states have similar stipulations regarding licensure. Individuals must meet the following criteria for initial licensure as a registered nurse.

1. Complete all requirements for graduation from an approved nursing program.
2. Receive approval by the State Board of Nursing to take the National Council Licensure Examination (NCLEX).
3. Achieve a passing score on the National Council Licensure Examination (NCLEX).

ADMISSION REQUIREMENTS:
1. Unconditional admission to the College.
2. Complete application to the Nursing Program by June 1st.
3. A minimum grade point average (GPA) of 2.5 based on the most recent 24 semester hours attempted.
4. Eligibility for English 101 and MTH 100 as determined by college policy.
5. Good standing with the college.
7. Must complete the Test of Essential Academic Skills (TEAS) prior to application.

Admission to the Associate Degree Nursing Program is competitive and the number of students accepted is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.

Should the student decline acceptance or be denied admission based on qualifications, he/she must resubmit an application by JUNE 1st of the following academic year. It is the student’s responsibility to adhere to the admission requirements described. Students should contact a nursing advisor for clarification, if needed.

IT IS THE RESPONSIBILITY OF THE STUDENT TO KEEP THE NURSING APPLICATION UPDATED. APPLICANTS ARE ENCOURAGED TO VERIFY COMPLETION OF PROFILE PRIOR TO THE FILING DEADLINE.
Northeast Alabama Community College
EVALUATION OF NURSING APPLICANT - ADN PROGRAM

SELECTION OF APPLICANTS:
After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

1. The Test of Essential Academic Skills (TEAS) score (150 points possible). The TEAS test must have been taken within the past 3 years for consideration. The actual test score will be the points earned.
2. Points from selected college courses (BIO 201, 202, 220) or selected high school courses for current high school students (Algebra II or higher level math, highest level Biology, and Chemistry)
3. Students currently enrolled or students who have previously completed courses at NACC will be awarded 11 bonus points.

Each applicant will be evaluated according to the following scale. Applicants will be selected according to their total score.

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<thead>
<tr>
<th>COLLEGE COURSES</th>
<th>GRADE</th>
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<th>GRADE</th>
<th>or HIGH SCHOOL COURSES</th>
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<td>Chemistry</td>
<td></td>
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</tbody>
</table>

90 POINTS POSSIBLE

Test of Essential Academic Skills (TEAS) Score 150 POINTS POSSIBLE

Northeast Alabama Community College Student 11 BONUS POINTS

STUDENT'S TOTAL

TOTAL POINTS

251 POINTS POSSIBLE

PROGRAM REQUIREMENTS:
1. Student must comply with legal, moral, and legislative standards in accordance with the Alabama Board of Nursing Administrative Code.
2. Student must respect the client’s right to privacy by protecting confidential information unless obligated to disclose in a court of law under proper authorization or legal compulsion (Alabama Board of Nursing Administrative Code). Students may be expelled from the nursing program for failing to comply with this requirement.
3. Students are prohibited from bringing cell phones and recording devices into all clinical setting. Non-compliance with this policy will result in dismissal from the nursing program.
4. Student must take all tests according to the scheduled dates. If student misses a test, he/she must provide appropriate documentation in order to receive a make-up test. Make-up exams will be given during the week of clinical make-ups, prior to the final exam. If more than one exam is missed, all exams must be made up on the same day.
5. Clinical performance involves client safety. A student may be dismissed from the nursing program if the instructor perceives the student to be a threat to client safety. The student must achieve a clinical rating of satisfactory according to the established course criteria in all nursing courses requiring a clinical component. A rating of unsatisfactory in clinical performance will result in a grade of “F” for the nursing course regardless of any other grading component in the course. A student who has been unsatisfactory in providing safe effective client care in the clinical area will not be allowed readmission into the nursing program.
6. Student is expected to be academically honest. Any student found guilty of cheating may be removed from the program with a grade of “F.”
7. Student must secure professional liability insurance at the beginning of each academic year prior to placement in a clinical agency.

8. Student must show documentation of current cardiopulmonary resuscitation (CPR) certification at the healthcare provider level prior to placement in a clinical agency.

9. Student is required to obtain a health evaluation by a qualified health practitioner on the form provided by the nursing department. (Must be uploaded to Verified Credentials by deadline date.)

10. Student is required to obtain an evaluation of the Essential Functions as determined by a qualified health practitioner on forms provided by the nursing program. The evaluation must be submitted to Verified Credentials by deadline date. Additional health examinations may be required depending on physical or psychological alterations which may occur during the program of study.

11. With occupational exposure to blood and other body fluids, the student is at risk of acquiring Hepatitis B virus infection. Clinical agencies encourage students to receive a series of three Hepatitis B vaccines. The student must receive the first two vaccines prior to attending the first day of clinical. Students may refuse the vaccine series by signing a declination policy provided by the nursing department. It is the student’s responsibility to obtain the vaccine from their personal healthcare provider.

12. As required by the clinical agencies, the student is required to submit to a pre-clinical drug screen. Additionally, random drug screens may be required should the student exhibit behaviors indicative of substance abuse during a clinical experience. Drug screening test(s) will be at the student’s expense. A positive drug screen will prohibit the student from completing the clinical requirements of the nursing curriculum.

13. As required by the clinical agencies, the student is required to submit to a criminal background check prior to placement in a clinical facility. Students who have a positive background check will not be allowed to complete the clinical component of the nursing course and would need to withdraw from the nursing course.

14. Student must be registered prior to attending class.

15. Student must participate in the HESI Computerized testing. This is a testing program integrated throughout the curriculum aimed at increasing student retention and NCLEX-RN scores. The cost for all tests is approximately $350.00. If the student scores below passing on any HESI exam, remediation will be required. Students who do not pass the Exit Exam on their first attempt will be required to retake the Exit Exam prior to graduation for an additional fee of $50.00.

**COURSE GRADE:**

A course grade will be determined based on theory and clinical performance.

Students must achieve a grade of “75%” or above in each required nursing course to continue in the nursing program. A grade below “75%” will result in a “D” or an “F” depending on the numerical score.

**GRADING SCALE:**

- 90-100 = A
- 80-89 = B
- 75-79 = C
- 60-74 = D
- 59 and below = F

**ATTENDANCE POLICY FOR NURSING STUDENTS:**

**Theoretical**

The student must be present 80% of the scheduled class dates in order to demonstrate the expected course outcomes and successfully apply theoretical concepts to the clinical practicum.

**Clinical Laboratory**

Attendance in the clinical laboratory is required at 100% in order to accomplish the clinical laboratory objectives.

Clinical absences must be made up prior to beginning the next semester. Upon return to class, the student must make arrangements for making up the clinical absence with the clinical instructor. Extenuating circumstances will be evaluated by the Nursing Faculty Committee.

**Responsibility to Agencies**

All students are assigned to various health care agencies for clinical experiences. Students scheduled in health care agencies for clinical experiences must be acceptable to those agencies. The student is responsible for complying with policies and procedures required by the agency. Failure to meet this requirement may mean that the student is excluded from a required clinical experience and may be unable to complete the nursing program.

**ADVANCED PLACEMENT-LPN MOBILITY TO ADN TRACKS**

Licensed Practical Nurses (LPN) may receive advanced placement in the associate degree nursing program (see Mobility LPN to ADN curriculum tracks). LPN’s who have graduated from the Alabama Community College System Practical Nursing standardized curriculum may be eligible to enter the Mobility LPN to ADN Track II during the third semester without validation of theory and skills if graduation occurred within two years of admission to the mobility track.

LPNs who have graduated more than two years prior to admission to the Mobility LPN track or those who graduated from a nursing program other than the Alabama Community College System Practical Nursing standardized curriculum will be required to successfully complete Nursing 200: Nursing Career Mobility Assessment for validation of theory and skills (Track I). Upon successful completion of Nursing 200, students are eligible for progression to NUR 201: Nursing Through the Lifespan I, the third semester of the ADN curriculum.

Admission into LPN to Associate Degree Nursing programs in the Alabama Community College System (ACCS) is based upon a numerical ranking system. Only course work from a regionally accredited institution will be used to satisfy program admission requirements. The positions for advanced placement are limited based on the number of nursing faculty and clinical positions available. Meeting minimal requirements does not guarantee acceptance.
Students must meet each of the following criteria:

**Admission Requirements for Mobility LPN to ADN Tracks:**

1. Unconditional admission to the college.
2. Complete nursing application by November 1.
3. A minimum of 2.5 GPA on the last 24 course attempted.
4. Completion of the Test of Essential Academic Skills (TEAS) must have been taken prior to application.
5. Students who have graduated from an ACCS PN program within two years of RN program admission will not be required to complete NUR 200.
6. Student must possess an unencumbered Alabama LPN license.
7. Students must have completed the following courses with a minimum grade of “C”:
   - BIO 201 Anatomy and Physiology I
   - BIO 202 Anatomy and Physiology II
   - ENG 101 English Composition I
   - MTH 100 Intermediate college Algebra or higher level
8. Good standing with the college.
9. Meet essential function required for nursing.

**SELECTION OF APPLICANTS:**

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

1. The Test of Essential Academic Skills (TEAS) score (150 points possible). The TEAS test must have been taken within the past 3 years for consideration. The actual test score will be the points earned.
2. Points from selected college courses (BIO 201, 202, 220).
3. Students currently enrolled or students who have previously completed courses at NACC will be awarded 11 bonus points.

Each applicant will be evaluated and selected according to the scale used to rank students for the Associate Degree Nursing Program.

**STUDENT ORGANIZATIONS AND ACTIVITIES:**

Students enrolled in the nursing program participate in campus organizations as well as social, cultural and college activities the same as other college students. In addition to the regular activities at the College, students in nursing may belong to the National Student Nurses’ Association.

**ADDITIONAL EXPENSES:**

- Uniforms
- Professional liability insurance
- Transportation to and from clinical agencies
- Textbooks and nursing handbooks
- Laboratory packet
- Evaluation of Essential Functions by healthcare provider
- Hepatitis B vaccination series
- Verified Credentials ($44.00, includes Criminal Background Check)
- Measles immunization
- Drug Screening Test(s) ($70.00)
- Health Education Systems (HESI) testing fee ($350.00)

Additional expenses anticipated during the final semester of the nursing program are approximate. They are as follows:

- NCLEX Application and Licensure $285.00
- Graduation Fee 50.00
- Nursing Pin (Optional) 55.00

**ACCREDITATION STATUS:**

- Approved by Alabama Board of Education
- Approved by Alabama Board of Nursing
- Accredited by the Accreditation Commission for Education in Nursing (ACEN)

**ASSOCIATE DEGREE NURSE CURRICULUM**

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
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<tbody>
<tr>
<td>FALL SEMESTER</td>
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<tr>
<td>NUR 102</td>
<td>Fundamentals of Nursing</td>
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<td>Health Assessment</td>
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<td>NUR 104</td>
<td>Introduction to Pharmacology</td>
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<td>BIO 201</td>
<td>Anatomy and Physiology I</td>
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<tr>
<td>MTH 100</td>
<td>Intermediate College Algebra</td>
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<td>NUR 201</td>
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<tr>
<td>BIO 220</td>
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<td>PSY 200</td>
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<td>SPRING SEMESTER</td>
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<td>NURS 204</td>
<td>Role Transition for the Registered Nurse</td>
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### LPN ROLE TRANSITION TO ASSOCIATE DEGREE NURSE (RN) CURRICULUM
#### Track I

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<tr>
<th>Course Number</th>
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<tr>
<td>BIO 201</td>
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#### FALL SEMESTER

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#### SPRING SEMESTER

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<td>Nursing Through the Lifespan III</td>
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</table>

### TOTAL HOURS

|          | 72      |

### LICENSED PRACTICAL NURSING Certificate Program
#### 3 Semesters/One Academic Year

The Licensed Practice Nursing (LPN) program is an integral part of Northeast Alabama Community College and accepts the mission statement and the goals of Northeast Alabama Community College. The Practical Nursing Program is a certificate program that prepares the graduates for the National Council Licensure Examination (NCLEX-PN) leading to licensure as a practical nurse. The review of the application by the State Board of Nursing determines eligibility of the applicant to take the licensure examination.

Legal requirements for licensure in the State of Alabama are listed in the Alabama Board of Nursing Administrative Code. The applicant for licensure examination should be aware that eligibility for initial and continuing licensure in Alabama includes questions concerning such matters as convictions of criminal offenses, convictions for driving under the influence of drugs/alcohol, treatment for mental illness, treatment for chemical dependency, disciplinary action by a state board of nursing, placed on a state/federal abuse registry, or court martialed, disciplined, or administratively discharged by the military. The application to take the licensure examination may be denied by the State Board of Nursing if all the requirements as listed in the Alabama Board of Nursing Administrative Code are not met by the applicant. Although these policies refer specifically to Alabama, other states have similar stipulations regarding licensure. Individuals must meet the following criteria for initial licensure as a practical nurse.

1. Complete all requirements for graduation from an approved nursing program.
2. Receive approval by the State Board of Nursing to take the National Council Licensure Examination (NCLEX).
3. Achieve a passing score on the National Council Licensure Examination (NCLEX).

### ADMISSION REQUIREMENTS:

1. Unconditional admission to the College.
2. Complete application to the Nursing Program by June 1st.
3. A minimum GPA of 2.5 based on the last 24 semester hours attempted.
4. Eligibility for English 101 and Math 116 as determined by college policy.
5. Good standing with the college.
7. Must complete the Test of Essential Academic Skills (TEAS) prior to application.

Admission to the Practical Nursing Program is competitive and the number of students accepted is limited by the number of faculty and clinical facilities available. **Meeting minimal requirements does not guarantee acceptance.**

Should the student decline acceptance or be denied admission based on qualifications, he/she must resubmit an application by JUNE 1st of the following academic year. It is the student’s responsibility to adhere to the admission requirements described. **Students should contact a nursing advisor for clarification, if needed.**

**IT IS THE RESPONSIBILITY OF THE STUDENT TO KEEP THE NURSING APPLICATION UPDATED. APPLICANTS ARE ENCOURAGED TO VERIFY COMPLETION OF PROFILE PRIOR TO THE FILING DEADLINE.**

**SELECTION OF APPLICANTS:**

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

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<th>GRADE B = 20</th>
<th>GRADE C = 10</th>
<th>or HIGH SCHOOL COURSES</th>
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<tr>
<td>ENG 101</td>
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<td>Highest Level Biology</td>
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<tr>
<td>MATH 116</td>
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<td>Algebra II or higher level math</td>
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<tr>
<td>TOTAL POINTS</td>
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<td>TOTAL POINTS</td>
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</tr>
</tbody>
</table>

**60 POINTS POSSIBLE**

Test of Essential Academic Skills (TEAS) Score **150 POINTS POSSIBLE**

Northeast Alabama Community College Student **11 BONUS POINTS**

**STUDENT'S TOTAL**

**STUDENT'S TOTAL**

**BONUS POINTS**

**TOTAL POINTS**

**221 POINTS POSSIBLE**

105
PRACTICAL NURSING PROGRAM REQUIREMENTS:

1. Student must comply with legal, moral, and legislative standards in accordance with the Alabama Board of Nursing Administrative Code.

2. Student must respect the client’s right to privacy by protecting confidential information unless obligated to disclose in a court of law under proper authorization or legal compulsion (Alabama Board of Nursing Administrative Code). Students may be expelled from the nursing program for failing to comply with this requirement.

3. Students are prohibited from bringing cell phones and recording devices into all clinical setting. Non-compliance with this policy will result in dismissal from the nursing program.

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11. With occupational exposure to blood and other body fluids, the student is at risk of acquiring Hepatitis B virus infection. Clinical agencies encourage students to receive a series of three Hepatitis B vaccines. The student must receive the first two vaccines prior to attending the first day of clinical. Students may refuse the vaccine series by signing a declination policy provided by the nursing department. It is the student’s responsibility to obtain the vaccine from their personal healthcare provider.

12. As required by the clinical agencies, the student is required to submit to a pre-clinical drug screen. Additionally, random drug screens may be required should the student exhibit behaviors indicative of substance abuse during a clinical experience. Drug screening test(s) will be at the student’s expense. A positive drug screen will prohibit the student from completing the clinical requirements of the nursing curriculum.

13. As required by the clinical agencies, the student is required to submit to a criminal background check prior to placement in a clinical facility. Students who have a positive background check will not be allowed to complete the clinical component of the nursing course and would need to withdraw from the nursing course.

14. Student must be registered prior to attending class.

15. Student must participate in the HESI Computerized testing. This is a testing program integrated throughout the curriculum aimed at increasing student retention and NCLEX-PN scores. The cost for all tests is approximately $140.00. If the student scores below passing on any HESI exam, remediation will be required. Students who do not pass the Exit Exam on their first attempt will be required to retake the Exit Exam prior to graduation for an additional fee of $50.00.

COURSE GRADE:

A course grade will be determined based on theory and clinical performance.

Students must achieve a grade of “75%” or above in each required nursing course to continue in the nursing program. A grade below “75%” will result in a “D” or an “F” depending on the numerical score.

GRADING SCALE:

- 90-100 = A
- 80-89 = B
- 75-79 = C
- 70-74 = D
- 59 and below = F

ATTENDANCE POLICY FOR NURSING STUDENTS:

Theory

The student must be present 80% of the scheduled class dates in order to demonstrate the expected course outcomes and successfully apply theoretical concepts to the clinical practicum.

Clinical Laboratory

Attendance in the clinical laboratory is required at 100% in order to accomplish the clinical laboratory objectives. Clinical absences must be made up prior to beginning the next semester. Upon return to class, the student must make arrangements for making up the clinical absence with the clinical instructor. Extenating circumstances will be evaluated by the Nursing Faculty Committee.

Responsibility to Agencies

All students are assigned to various health care agencies for clinical experiences. Students scheduled in health care agencies for clinical experiences must be acceptable to those
agencies. The student is responsible for complying with policies and procedures required by the agency. Failure to meet this requirement may mean that the student is excluded from a required clinical experience and may be unable to complete the nursing program.

STUDENT ORGANIZATIONS AND ACTIVITIES:
Students enrolled in the nursing program participate in campus organizations as well as social, cultural and college activities the same as other college students. In addition to the regular activities at the College, students in nursing may belong to the National Student Nurses’ Association.

ADDITIONAL EXPENSES:
- Uniforms
- Professional liability insurance
- Transportation to and from clinical agencies
- Textbooks and nursing handbooks
- Laboratory packet
- Evaluation of Essential Functions by healthcare provider
- Hepatitis B vaccination series
- Measles immunization
- Verified Credentials ($44, Criminal Background Check included)
- Drug Screening Test(s) ($35)
- Health Education Systems (HESI) testing fee ($140.00)

Additional expenses anticipated during the final semester of the nursing program are approximate. They are as follows:
- NCLEX Application and Licensure: $285.00
- Nursing Pin (Optional): 55.00

ACCREDITATION STATUS:
- Approved by Alabama Board of Education
- Approved by Alabama Board of Nursing
- Accredited by the Accreditation Commission for Education in Nursing (ACEN)

PRACTICAL NURSE CURRICULUM

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL SEMESTER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 102</td>
<td>Fundamentals of Nursing</td>
<td>(3-2-1) 6</td>
</tr>
<tr>
<td>NUR 103</td>
<td>Health Assessment</td>
<td>(0-1-0) 1</td>
</tr>
<tr>
<td>NUR 104</td>
<td>Introduction to Pharmacology</td>
<td>(0-1-0) 1</td>
</tr>
<tr>
<td>BIO 201</td>
<td>Anatomy and Physiology I</td>
<td>(3-1-0) 4</td>
</tr>
<tr>
<td>MTH 116</td>
<td>Mathematical Applications</td>
<td>(3-0-0) 3</td>
</tr>
<tr>
<td></td>
<td>TOTAL HOURS</td>
<td>15</td>
</tr>
<tr>
<td>SPRING SEMESTER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 105</td>
<td>Adult Nursing</td>
<td>(5-1-2) 8</td>
</tr>
<tr>
<td>NUR 106</td>
<td>Maternal and Child Nursing</td>
<td>(4-0-1) 5</td>
</tr>
<tr>
<td>BIO 202</td>
<td>Anatomy and Physiology II</td>
<td>(3-1-0) 4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>(3-0-0) 3</td>
</tr>
<tr>
<td></td>
<td>TOTAL HOURS</td>
<td>20</td>
</tr>
</tbody>
</table>

PROGRESSION POLICY FOR ALL NURSING PROGRAMS (ADN, PN, LPN MOBILITY TO ADN):
In order to continue in the nursing program, the student must meet the following criteria:
1. Maintain a grade of “C” or better in all required general education and nursing courses.
2. Unless completed previously, students must complete all required general education courses according to The Alabama College System Nursing Education curriculum.
3. Be acceptable by clinical agencies for clinical experience.
4. Maintain ability to meet essential functions for nursing with or without reasonable accommodations.
5. Maintain current CPR course completion at the health care provider level.
6. Students with an unsuccessful attempt in a nursing course (W, D, or F) cannot progress until the course is repeated successfully. Course repetition will be based on instructor availability and program resources.

NON PROGRESSION:
1. A total of two unsuccessful attempts in two separate semesters (D, F, or W) in the nursing program will result in dismissal from the program.
2. Students who have a withdrawal or failure in a nursing course and are eligible to return to that course will be considered for reinstatement to the program.
3. A student may be reinstated to the nursing program only one time. Reinstatement must be within one year from the semester of non-progress. Reinstatement is not guaranteed due to limitations in clinical spaces. All nursing program admission standards must be met.
4. A student must have a 2.0 cumulative GPA at the current institution for reinstatement.
5. If a student has a documented extenuating circumstance that should be considered related to a withdrawal or failure, this student may request a hearing before the Admission Committee or other appropriate college committees for a decision on repeating a course (reinstatement) or readmission to the program.

REINSTATEMENT:
1. Student should schedule appointment with nursing faculty/advisor to discuss eligibility for reinstatement.
2. Student must submit application for reinstatement by June 1 for fall or spring reinstatement and February 1 for summer reinstatement.
3. Student must apply for readmission to the college if not currently enrolled.
Students not eligible for program reinstatement may apply for program admission as a new student. If accepted as a new student, the student must take or retake all nursing program courses. Students who are not in good standing, such as those who have been dismissed for disciplinary reasons, and/or unsafe client care are not eligible for admission. Students must adhere to the nursing curriculum and program policies and procedures in effect at the time of readmission.

**ADN TRANSFER TO PN PROGRAM:**

Associate Degree nursing students may apply for admission to the PN program within the same college, after they have completed the first or second semester of coursework with a grade of C or better. Students who elect to transfer to the PN program will be required to meet the current program admission/readmission requirements. Students may be admitted on a space available basis to the PN program. Eligibility for this option includes:

1. **Student must complete a transfer/readmission form.**
2. **Have a minimum of a 2.0 cumulative GPA at current institution.**
3. **Meet clinical record/health record requirements.**
4. **The last clinical nursing course, in which the student was successful, cannot be more than 12 months old.**
5. **Student will be ranked on cumulative GPA for the purposes of transfer/readmission to the PN program.**
6. **Students who have had the maximum allowed attempts in the RN program are only allowed one attempt to complete the PN program.**
7. **Students who are successful may apply for the LPN to RN Mobility program as outlined in the college catalog.**
8. **If unsuccessful in the PN transfer option, the student must apply for admission as a new student.**

**TRANSFER POLICY:**

The transfer policy applies only to students desiring to transfer between Alabama College System institutions. It does not apply to students wishing to transfer from other institutions.

1. **Must meet minimum admission standards for the nursing program.**
2. **Must possess a grade of “C” or better in all required nursing program courses taken at another institution and possess a minimum of a 2.5 cumulative GPA at time of transfer.**
3. **Dean/Director of previous nursing program must provide a letter of eligibility for progression in previous nursing program.**
4. **Must comply with all program policy requirements at accepting institution.**
5. **Complete at least 25% of the nursing program required courses for degree/certificate at the accepting institution.**
6. **Must meet acceptability criteria for placement at clinical agencies for clinical experience.**
7. **Acceptance of transfer students into nursing programs is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.**

8. **Student selection for transfer is based on GPA in nursing program required courses.**

**THE ALABAMA COMMUNITY COLLEGE SYSTEM NURSING PROGRAMS ESSENTIAL FUNCTIONS:**

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

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:

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 in order to formulate and implement safe and
Northeast

ethic nursing decisions in a variety of health care settings
c) Demonstrate satisfactory performance on written
e) Satisfactorily achieve the program objectives

4) Motor Function
  a) Handle small delicate equipment/objects without
f) Push/pull heavy objects without injury to client, self or
b) Move, position, turn, transfer, assist with lifting or lift
c) Maintain balance from any position
d) Stand on both legs
e) Coordinate hand/eye movements
h) Walk without a cane, walker or crutches
j) Transport self and client without the use of electrical

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
p) Calibrate/use equipment
q) Execute movement required to provide nursing care in
r) Perform CPR and physical assessment
s) Operate a computer

t) Function with hands free for nursing care and
  handling of objects
u) Stand, bend, walk and/or sit for 6-12 hours in a clinical
v) Stand on both legs
w) Coordinate hand/eye movements
x) Function with hands free for nursing care and
y) Transport self and client without the use of electrical

z) Flex, abduct and rotate all joints freely

STUDENT STATEMENT:

I have reviewed the Essential Functions for this program
and I certify that to the best of my knowledge I have the ability to
perform these functions. I understand that a further evaluation of
my ability may be required and conducted by the nursing faculty
if deemed necessary to evaluate my ability prior to admission
to the program and for retention and progression through the
program. Describe any special accommodations requested.

Student Signature Date

Printed Name

PHYSICIAN/CRNP STATEMENT:

Is this person’s mental and physical health sufficient to
perform the classroom and clinical duties of a nursing student?
YES____ NO____ If no, please explain (use additional sheet if needed)

Physician/CRNP Signature Date

Printed Name

Upon admission, an individual who discloses a disability can
request reasonable accommodations. Individuals will be asked
to provide documentation of the disability in order to assist with
the provision of appropriate reasonable accommodations. The
respective College will provide reasonable accommodations but is
not required to substantially alter the requirements or nature of the
program or reasonable accommodations that infringe an undue burden
on the respective College. In order to be admitted one must be able
to perform all of the essential functions with or without reasonable
accommodations. If an individual’s health changes during the
program of learning, so that the essential functions cannot be met
with or without reasonable accommodations, the student will be
withdrawn from the nursing program. The nursing faculty reserves
the right at any time to require an additional medical examination
at the student’s expense in order to assist with the evaluation of the
student’s ability to perform the essential functions.

Requests for reasonable accommodations should be directed
to the Admissions Office.
EMERGENCY MEDICAL SERVICES

The Emergency Medical Services (EMS) Program, in accordance with the goals and mission of Northeast Alabama Community College, is committed to providing quality education and preparation to those seeking education in Emergency Medical Services.

Emergency Medical Services (EMS) personnel treat nearly 20 million patients a year in the United States. Many of these patients have complicated medical or traumatic conditions that require considerable knowledge, skill, and judgment to be treated effectively in the out-of-hospital setting. High quality out-of-hospital emergency care is an important part of the United States health care system.

Based on the National EMS Scope of Practice model, the four levels of nationally recognized providers are Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Advanced Emergency Medical Technician (AEMT) and Paramedic.

Emergency Medical Responder (EMR) renders on-scene emergency care while awaiting additional EMS response. In many communities, EMRs provide care as first responders in the workplace and industry, fire responders and rescue organizations. EMR courses are organized on request. Upon successful course completion and certification by examination through the National Registry of EMTs, candidates may apply for licensure with the Alabama Office of EMS and Trauma. EMR certification and licensure is not required to enter the EMS Program.

Those seeking to enter the EMS program of study have options of earning short term certificates at the EMT and Advanced EMT level, and a certificate at the Paramedic level or an Associate in Applied Science Degree-Emergency Medical Services. Successful course completions at each level, certification by examination through the NREMT and licensure with Alabama Office of EMS and Trauma are required to progress from EMT to AEMT to Paramedic level courses. Please see certificate information and AAS EMS degree requirements following.

The Emergency Medical Technician’s (EMT) scope of practice includes basic, non-invasive interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies. The Emergency Medical Technician level is the minimum licensure level for personnel transporting patients in ambulances.

The Advanced EMT (AEMT) scope of practice includes basic, limited advanced and pharmacological interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies. A current Alabama EMT license is required to enter the AEMT program.

Paramedics are the most advanced level of EMS care providers licensed by the state of Alabama. The Paramedic’s scope of practice includes basic and advanced life support education and skills focused on the acute management and transportation of the broad range of patients who access the emergency medical system. A current Alabama AEMT license is required for program admission along with specific academic pre-requisite courses.

EMERGENCY MEDICAL SERVICES

Also available: AAS in Emergency Medical Services

Following is the course progression through the EMS Program:

**Emergency Medical Technician (EMT) – 1 semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 106 Medical Terminology for Health Professionals</td>
<td>2</td>
</tr>
<tr>
<td>EMS 118 Emergency Medical Technician (EMT)</td>
<td>9</td>
</tr>
<tr>
<td>EMS 119 EMT Clinical</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12 hours</strong></td>
</tr>
</tbody>
</table>

EMT is typically offered each term: fall, spring and summer.

Note: Students must complete an AHA (American Heart Association) CPR course for Healthcare Providers prior to attending clinical sessions. Students must maintain currency in AHA Healthcare Provider CPR while enrolled in EMT, AEMT and Paramedic studies.

Optional Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 100 Cardiopulmonary Resuscitation I</td>
<td>1</td>
</tr>
<tr>
<td>EMS 107 EVOC (Emergency Vehicle Operator’s Course)</td>
<td>1</td>
</tr>
</tbody>
</table>

**ADVANCED EMT (AEMT) – 1 semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Alabama EMT license required for registration.</td>
<td>2</td>
</tr>
<tr>
<td>EMS 106 Medical Terminology for Health Professionals</td>
<td>2</td>
</tr>
<tr>
<td>EMS 155 Advanced Emergency Medical Technician (AEMT)</td>
<td>8</td>
</tr>
<tr>
<td>EMS 156 AEMT Clinical</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12 hours</strong></td>
</tr>
</tbody>
</table>

AEMT is typically offered fall and spring terms

**PARAMEDIC – 3 semesters (Long Certificate)**

Pre-requisites: BIO 201 (Anatomy and Physiology I) and current Alabama Advanced EMT license. Paramedic classes typically begin each summer term.

General education requirements must be met prior to entering the 3rd paramedic semester; however, it is recommended these be complete prior to beginning paramedic if possible. These are ENG 101- English Composition I, MTH 100- Intermediate College Algebra, and BIO 202 (Anatomy and Physiology II).

Early EMS advisement is vital to ensure students are making adequate progress in general education studies to ensure timely admission into the paramedic program. Three additional classes will meet the AAS degree requirements. See an EMS advisor for details

**Summer - 1st semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 106 Medical Terminology for Health Professionals</td>
<td>2</td>
</tr>
<tr>
<td>EMS 240 Paramedic Operations</td>
<td>2</td>
</tr>
<tr>
<td>EMS 241 Paramedic Cardiology</td>
<td>3</td>
</tr>
<tr>
<td>EMS 242 Paramedic Patient Assessment</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 107 EVOC (Emergency Vehicle Operator’s Course)</td>
<td>1</td>
</tr>
</tbody>
</table>
EMS 243 Paramedic Pharmacology ........................................... 1
EMS 244 Paramedic Clinical I .................................................... 1

Fall – 2nd semester
EMS 245 Paramedic Medical Emergencies.......................... 3
EMS 246 Paramedic Trauma Management .............................. 3
EMS 247 Paramedic Special Populations ............................. 2
EMS 248 Paramedic Clinical II ................................................ 3

Spring - 3rd semester
WKO 106 Workplace Skills........................................................... 3
EMS 253 Paramedic Transition to the Workforce .................... 2
EMS 254 Advanced Competencies for Paramedic ................... 2
EMS 255 Paramedic Field Preceptorship .................................. 5
EMS 256 Paramedic Team Preceptorship ................................ 1
Total (including BIO 201, 202, ENG 101, MTH 100) ............. 50 hours

Certification by examination is gained through the National Registry of EMTs (www.nremt.org). Upon certification, application for licensure is made to the specific EMS agency in the state one desires to practice. The Alabama Department of Public Health, Office of EMS and Trauma (ADPH OEMST) issues EMS licenses in Alabama (www.adph.org/ems). The NREMT and ADPH OEMST (or the specific state you plan to apply to practice) may have additional requirements related to age, qualifications, criminal background and history of substance abuse and addiction. For a comprehensive listing of state EMS agencies, please see http://www.nremt.org/nremt/about/emt_cand_state_offices.asp.

EMS Program Admission Requirements:
- Unconditional admission to the College.
- Schedule an advising appointment with an EMS advisor.
- Complete the EMS Program application (obtained at advisor meeting).
- Meet essential functions required for EMS (page 101).
- Complete any placement examinations prior to registration.
- Meet pre-clinical requirements for EMS.

In addition to classroom and lab sessions, EMS students are required to complete course appropriate clinical activities at various healthcare and EMS organizations. Prior to clinical participation, students must meet specific agency requirements. These include a physical examination, documentation of vaccinations, satisfactory criminal background check, drug screen, orientation to policy and procedures for each agency, including appropriate dress, hygiene, patient confidentiality, and expectation of professional behaviors.

Successful program completion is met in each EMS course with a minimum score of 750 of a possible 1000 points with a letter grade of “C” and satisfactory lab and clinical competencies. Scores of less than 750 in any EMS course are considered unsuccessful and will not result in certificate or AAS awards.

Anticipated Additional EMS Program Costs
Textbooks and learning resources
Exam and licensure fees
Professional Liability Insurance
Clinical uniforms and supplies
Transportation to and from clinical sites
Physical Examination, vaccinations
Drug Screen and Criminal Background Check

The Emergency Medical Services (EMS) Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendations of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

EMERGENCY MEDICAL SERVICES PROGRAM ESSENTIAL FUNCTIONS:

Students entering and participating in the EMS Program (primary training) must:

Physical Demands
1. have the physical ability necessary to walk, climb, crawl, bend, push, pull, and lift and balance over less than ideal terrain;
2. have good physical stamina and endurance which would not be adversely affected by having to lift, carry, and balance at times, in excess of 125 pounds (250 pounds with assistance);
3. see different color spectrums;
4. have good eye-hand coordination and manual dexterity to manipulate equipment, instrumentation, and medications;

Problem Solving Abilities
5. be able to send and receive verbal messages as well as operate communication equipment appropriately;
6. be able to collect facts to organize data accurately and communicate clearly, both orally and in writing, in the English language at the ninth grade level or higher;
7. be able to differentiate between normal and abnormal findings in human physical conditions using visual, auditory, olfactory, and tactile observations;
8. be able to make good judgment decisions and exhibit problem solving skills under stressful situations;
9. be attentive to detail and aware of standards and rules that govern practice;
10. implement therapies based on mathematical calculations;

Worker Characteristics
11. possess emotional stability to be able to perform duties in life-or-death situations and in potentially dangerous social situations, including responding to calls in districts known to have high crime rates;
12. be able to handle stress and work well as part of a team;
13. be oriented to reality and not be mentally impaired by mind altering substances;
14. not be addicted to drugs or alcohol;
15. be able to work shifts 24 hours in length, if necessary;
16. be able to tolerate being exposed to extremes in the environment including variable aspects of weather, hazardous fumes, and noise;
17. possess eyesight in a minimum of one eye correctable to 20/20 vision and be able to determine directions according to a map. Students who desire to drive an ambulance must possess approximately 180 degrees peripheral vision capacity, must possess a valid Alabama driver’s license, and must be able to safely and competently operate a motor vehicle in accordance with state law; and
18. have the ability to follow established criteria even in the absence of direct supervision.

STUDENT VERIFICATION
Directions: Read the declarations below and check and sign only one option.

OPTION A
☐ I have read the Essential Functions above and to the best of my knowledge I currently have the ability to fully meet these standards and activities.

OPTION B
☐ I have read the Essential Functions above and to the best of my knowledge I can meet these standards with the following accommodations.

OPTION C
☐ I have read the Essential Functions above and I am requesting an appointment with the Disability Services Coordinator to discuss reasonable accommodations.

Student’s Name (Print) ___________ Student’s Signature ___________ Date ___________

FOR OFFICE USE ONLY

Accommodation provided (Explain) __________________________________________

Unable to provide accommodation (Explain) __________________________________

Student’s Name (Print) ___________ Student’s Signature ___________ Date ___________