

ARKANSAS TECH UNIVERSITY-OZARK CAMPUS
1700 HELBERG LANE
OZARK, ARKANSAS 72949



ARKANSAS TECH
UNIVERSITY

OZARK CAMPUS

PRACTICAL NURSING PROGRAM
APPLICATION PACKET

SPRING START APPLICATION DEADLINE- OCTOBER 1ST
FALL START APPLICATION DEADLINE- MARCH 1ST

Practical Nursing Program Information

The Practical Nursing Program of Arkansas Tech University-Ozark Campus is an entry level, 15month, three-semester nursing program. Upon completion of the program, students will receive a certificate in Practical Nursing (PN). The program integrates theory with clinical practice. Theoretical content is based on the concept of holism, in which the physical, emotional, social and spiritual well-being is considered. Area hospitals, clinics, nursing homes, mental health units and pediatric and adolescent facilities are utilized for clinical experiences, which will require travel at the student's expense. All classes will require access to a computer and/or Internet services.

Upon successful completion of the program, students will be eligible to apply for the NCLEX-PN Exam for licensure. State and FBI background checks are required of each applicant by the Arkansas State Board of Nursing when applying for the licensure exam. An applicant may be denied permission to take the NCLEX-PN Exam based on the background check results.

The Practical Nursing Program at Arkansas Tech University-Ozark Campus has been granted approval by the Arkansas State Board of Nursing (1123 South University Avenue, Suite 800, Little Rock, AR 72204-1619; telephone: 501-686-2700; website: www.arsbn.org).

Admission Criteria

Students wishing to enroll in the practical nursing program should apply to the University with an official high school transcript, or GED transcript, and all college transcripts by **March 1 for the August Class and October 1 for the January class.**

Prior to admission to the technical phase of the Practical Nursing program, students must provide the Office of Student Services an Accuplacer, ACT, or SAT score report verifying that remediation in English, mathematics, and reading is not required; or complete the appropriate remedial coursework with a grade of "C" or better to satisfy remediation requirements; and complete HSCI 1113, HSCI 1123 and HSCI 1243 with a grade of "C" or better.

Students who speak English as a second language shall meet the same admission requirements. In order to be considered for admission to the Practical Nursing program, each student must meet the following criteria:

- Eligibility for admission to Arkansas Tech University - Ozark Campus. Meeting the minimum requirements for admission to the university does not guarantee admission to the practical nursing program.
- Completion of Practical Nursing Program Application for Admission for a specific semester. Applications not submitted by the deadline or incomplete applications will not be considered for that semester's class.
- Completion of specified coursework. (Conditional acceptance may be granted to those students who are in the process of completing remaining platform coursework.)
- Hold a current CPR for Health Care Providers, American Heart Association (AHA) certification prior to the first day of class
- Completion of the TEAS (Test of Essential Academic Skills) exam
- Must be 18 years old prior to start of clinical experiences

In addition to meeting admission criteria, students selected for the Practical Nursing program must attend the scheduled Nursing Department Orientation meeting. Applications to the Practical Nursing program may be withdrawn if all of the above criteria are not met. Students not meeting required criteria may be required to reapply to the Practical Nursing program.

Non-Discrimination Statement

Arkansas Tech University-Ozark Campus does not discriminate on the basis of color, sex, sexual orientation, gender identity, race, age, religion, national origin, or disability, in any of its practices, policies, or procedures. This includes, but is not limited to, admission, employment, financial aid, or educational service. Arkansas Tech University-Ozark Campus complies with all applicable state and federal laws including, but not limited to, Title VI and Title VII of the Civil Rights Act of 1964 as amended, the Age Discrimination in Employment Act of 1967 as amended, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act Amendments of 1974, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990, and the Civil Rights Act of 1991. A copy of the Affirmative Action Plan, including specific responsibilities and provisions for implementation and compliance will be made available upon request. Responsibility for implementation and compliance with this Affirmative Action policy has been delegated to the Affirmative Action officer, e-mail affirmative.action@atu.edu

TEAS Exam

The TEAS is a computerized test consisting of reading, writing, math and science. Students will be notified by mail or email after the application deadline with the dates and times available for testing and how to register and pay for the test.

Selection

Due to the number of applicants and the limited number of slots available for each class, the PN Program will use a system of ranking to select students for the class.

- Completion of University admission criteria, i.e. application, transcripts, immunization records.
- Completion of platform courses.
- Completion of Nursing Department application.
- TEAS percentile score.
- Date of receipt of application to the Nursing Department. Applications should be in the Nursing office no later than March 1 for the August class and by Oct. 1 for the January class.
- Attendance of the nursing orientation.
- Selection will be administered by the PN Program.
- To insure a position, students must notify the Nursing Department by the date indicated on the acceptance letter. Your position is only good for the semester in which you received an acceptance letter. Failure to notify the Nursing Department of acceptance or refusal by the appropriate date will cause the nursing application to be withdrawn. Students must then reapply for future semesters.
- Applicants will be notified of status of application/acceptance by mail.

Re-Entry Placement

1. Apply for admission by the March 1 for the fall semester, or October 1 for the spring semester.
2. Schedule an appointment with the program director.
3. Availability of theory and clinical space in the level of the program that best reflects their previous work completed, including clinical hour calculation.
4. Applicant may be required to demonstrate theoretical competency by satisfactorily passing exams that reflect course work the student is seeking credit for with at least 80%. **These exams must be taken prior to the start of the semester the student is seeking enrollment.**
5. The student may be required to demonstrate competency in selected lab skills. 6. Must have left program in good standing

The student will be notified by mail of acceptance or decline of the application for admission.

Clinical Requirements

Background Investigation:

Students admitted into the PN program will be expected to obtain criminal background checks upon entry into the program. Criminal background checks may be a requirement for attendance at some of the clinical sites affiliated with the PN program. Based upon the results of these checks, an affiliated clinical site may determine not to allow a particular student's presence at their facility. The clinical site has the right to deny a student the permission to perform clinical duties in its facilities. If this occurs, the student may not be allowed to continue in the program if clinical rotations cannot be completed.

Drug and Alcohol Testing:

Drug and alcohol testing may be a requirement for attendance at some of the clinical sites affiliated with the PN program. Based upon the results of these checks, the clinical site may determine not to allow a particular student's presence within their facility. If this occurs, the student may not be allowed to continue in the program if clinical rotations cannot be completed. The student is responsible for the costs associated with any drug or alcohol testing required for attendance at a particular clinical site. In addition, the student is also responsible for submission of testing results to the clinical site that requests the information.

Health Requirements:

Clinical sites may have requirements in addition to those required by the university. This may include, but is not limited to: influenza vaccination, tuberculosis testing, COVID-19 vaccination, physical exam, TDAP immunization, MMR immunization and varicella immunization. Failure to comply with these additional requirements may result in the inability to complete the clinical coursework for the program.

Essential Functions for the Practical Nurse

Successful participation in the PN program includes the ability to perform essential functions, which are necessary for delivery of nursing services in a safe, ethical, legal manner. The essential functions are expected to be demonstrated, with or without reasonable accommodation, by students participating in the PN program.

Upon review of Essential Functions for the PN Student included in this packet, the candidate will complete the Acknowledgement of Essential Functions for the Practical Nurse student form and indicate whether or not they can perform the essential functions. Prior to admission to the program, the student is responsible for providing written documentation of any disabilities, along with evidence for the need for accommodation. Requests for accommodations will be forwarded to the Disability Coordinator for the university. The university will then decide if reasonable accommodations can be made for the student.

Essential Function	Capabilities Expected
Motor Skills	<p>The student should possess sufficient motor capabilities in order to provide safe and effective physical therapy procedures. Capabilities required include, but are not limited to:</p> <ul style="list-style-type: none"> • Ability to assist and protect patients who are walking, exercising, or performing other activities. • Ability to adjust, move, position, and lift patients and equipment. • Ability to perform pushing, pulling, bending, twisting, reaching, standing, kneeling, sitting, walking, and crawling. • Ability to provide cardiopulmonary resuscitation (CPR) • Ability to manipulate equipment including adjustment of dials, gauges, small nuts/bolts, and various equipment settings. • Sufficient endurance to move about a clinical setting steadily throughout an 8-hour day.
Sensory Skills	<p>The student should possess sufficient sensory abilities in order to competently assess and monitor patients. Capabilities required include, but are not limited to:</p> <ul style="list-style-type: none"> • Sufficient visual ability to recognize and interpret facial expressions and body language, identify normal and abnormal patterns of movement, to read or set parameters on equipment, to discriminate color changes, recognize a patient's physiological status, and assess the patient's environment. • Sufficient auditory ability to recognize and respond to verbal communication, auditory timers, equipment alarms, and effectively use devices for measurement of blood pressure. • Sufficient tactile ability to palpate pulses, detect and assess changes or abnormalities in skin texture, skin temperature, muscle tone, and joint movement.

<p>Communication</p>	<p>The student should possess sufficient ability to communicate effectively and competently in the English language with others using appropriate verbal, computer, and written methods. Capabilities required include, but are not limited to:</p> <ul style="list-style-type: none"> • Ability to read at a level of competency that allows one to safely perform the essential functions of an assignment. • Ability to write in a legible manner. • Ability to present information about nursing procedures and services to patients, family members, and other health care professionals. • Ability to recognize, interpret, and respond to nonverbal behavior of self and others. • Ability to interpret and communicate information regarding the status, safety, and rehabilitation of patients.
<p>Behavior</p>	<p>The student should possess sufficient ability to exercise good judgment, develop therapeutic relationships with patients and others, work in stressful situations, and tolerate close physical contact with patients and co-workers. Capabilities required include, but are not limited to:</p> <ul style="list-style-type: none"> • Ability to work with multiple patients and colleagues at the same time. • Ability to work with others under stressful conditions. • Ability to work with individuals of varying socioeconomic, ethnic, and cultural backgrounds. • Ability to act in the best interests of patients.
<p>Critical Thinking</p>	<p>The student should possess sufficient ability to comprehend and process information in a timely manner. Capabilities required include, but are not limited to:</p> <ul style="list-style-type: none"> • Ability to collect and interpret data related to patients and nursing services. • Ability to prioritize multiple tasks, process information, and make decisions. • Ability to apply knowledge from education to the provision of nursing services. • Ability to observe, measure, and interpret normal and abnormal patient responses to nursing interventions and appropriately modify treatment interventions. • Ability to act safely and ethically in the nursing lab and clinic.

Program Completion Requirements

To be eligible for graduation and to be verified with the State Board of Nursing for completion of the Practical Nursing program the student must complete the following requirements:

1. Complete all curriculum courses with a grade of “C” (80% overall).
2. Comply with all Arkansas Tech University-Ozark campus requirements for certification.
3. Complete all required clinical hours
4. Submit Procedure/Skills Check-off sheets to clinical instructor for evaluation
5. Prior to completion/graduation from the Practical Nursing program all third level students will be required to complete a nationally normed exam and obtain a score that is indicative of a mastery-level of proficiency.
6. Applications for submission to the State Board of Nursing for approval to write the NCLEXPN exam will be certified by the program director only after the student has completed the requirements for Graduation/Program completion as stated above.

NCLEX Review and Exit Exam Procedures

The student is allowed a maximum of 5 attempts to pass the exit exam. Any student not achieving a score indicative of mastery-level proficiency on the 1st attempt must complete a review prior to the 2nd attempt at the exam. Review may include completion of ATI non-proctored exams, and/or completion of a focused review of exit exam taken as created via ATI. If student fails to achieve a required score upon the 2nd attempt, the student must consult with faculty to discuss remediation requirements prior to subsequent retake attempts. Student fees paid within tuition cover only the first two attempts. The cost of additional attempts will be the sole responsibility of the student.

Any student that has not successfully completed with required score by deadline for semester grades will be asked to complete an Incomplete Grade Contract. If student is not successful upon their 4th attempt, they may be required to enroll in and complete a review course (online or live review or complete specified number of hours spent in focus review ATI) prior to making their 5th and final attempt. Proof of enrollment and attendance will be required. Student is responsible for any additional costs this may incur. Student should wait a minimum of one week between attempts to allow time to adequately study. If the student does not achieve the required score upon the 5th and final attempt the student will receive a “0” for the NCLEX Review/Exam portion of the LPN-1332 grade, a failing grade for the course and will be required to repeat all components of the course* prior to successfully meeting the requirements for graduation.

** Re-admittance to the course will follow program policy for re-entry.*

Financial Aid

Students should contact the financial aid office for assistance with financial aid.

NCLEX / 17-87-312 Criminal Background Check

Students who have completed all the requirements for completion of the Practical Nurse Program will be eligible to sit for the NCLEX exam. Each student must submit a federal and state background check as required by the Arkansas State Board of Nursing (ASBN). The ASBN may deny a student the ability to sit for the NCLEX if the student has a positive criminal background check, even though the student has successfully completed the program. (See 17-87-312 below)

The ASBN requires the following information from the graduate prior to approval to take the National Council of Licensure Examination (NCLEX).

- Have you ever been convicted of a misdemeanor, felony or pled guilty or nolo contendere to any charge in any state or jurisdiction?
- Have you ever had any license, certificate or registration disciplined (revoked, suspended, placed on probation or reprimanded) or voluntarily surrendered in any state or jurisdiction?
- Are you currently under investigation in any state or jurisdiction?
- Do you currently engage in drug-related behavior, including the use of mood-altering drugs/substances and/or alcohol that would affect your functional abilities to perform while working as a nurse?
- In the last two years, have you been subject to a chemical or alcohol dependency intervention or participated in chemical or alcohol dependency treatment/rehabilitation?

For more the ASBN's answers to frequently asked questions about the criminal background check, you may go to <https://www.healthy.arkansas.gov/images/uploads/pdf/CBCFAQs.pdf>

17-3-102. Licensing restrictions based on criminal records.

(a) An individual is not eligible to receive or hold a license issued by a licensing entity if that individual has pleaded guilty or nolo contendere to or been found guilty of any of the following offenses by any court in the State of Arkansas or of any similar offense by a court in another state or of any similar offense by a federal court, unless the conviction was lawfully sealed under the Comprehensive Criminal Record Sealing Act of 2013, § 16-90-1401 et seq., or otherwise previously sealed, pardoned or expunged under prior law:

- (1) Capital murder as prohibited in § 5-10-101;
- (2) Murder in the first degree and second degree as prohibited in §§ 5-10-102 and 5-10-103;
- (3) Manslaughter as prohibited in § 5-10-104;
- (4) Negligent homicide as prohibited in § 5-10-105;
- (5) Kidnapping as prohibited in § 5-11-102;
- (6) False imprisonment in the first degree as prohibited in § 5-11-103;
- (7) Permanent detention or restraint as prohibited in § 5-11-106;
- (8) Robbery as prohibited in § 5-12-102;
- (9) Aggravated robbery as prohibited in § 5-12-103;
- (10) Battery in the first degree as prohibited in § 5-13-201;
- (11) Aggravated assault as prohibited in § 5-13-204;
- (12) Introduction of a controlled substance into the body of another person as prohibited in § 5-13-210;
- (13) Aggravated assault upon a law enforcement officer or an employee of a correctional facility as prohibited in § 5-13-211, if a Class Y felony;

- (14) Terroristic threatening in the first degree as prohibited in § 5-13-301;
- (15) Rape as prohibited in § 5-14-103;
- (16) Sexual indecency with a child as prohibited in § 5-14-110, if the offense is a felony;
- (17) Sexual extortion as prohibited in § 5-14-113;
- (18) Sexual assault in the first degree, second degree, third degree, and fourth degree as prohibited in §§ 5-14-124 — 5-14-127;
- (19) Incest as prohibited in § 5-26-202;
- (20) Offenses against the family as prohibited in §§ 5-26-303 — 5-26-306;

- (21) Endangering the welfare of an incompetent person in the first degree as prohibited in § 5-27-201;
- (22) Endangering the welfare of a minor in the first degree as prohibited in § 5-27-205;
- (23) Permitting the abuse of a minor as prohibited in § 5-27-221;
- (24) Engaging children in sexually explicit conduct for use in visual or print media, transportation of minors for prohibited sexual conduct, pandering or possessing visual or print media depicting sexually explicit conduct involving a child, or use of a child or consent to use of a child in a sexual performance by producing, directing, or promoting a sexual performance by a child, as prohibited in §§ 5-27-303 — 5-27-305, 5-27-402, and 5-27-403;
- (25) Possession or use of child sexual abuse material as prohibited in § 5-27-603;
- (26) Computer exploitation of a child in the first degree as prohibited in § 5-27-605;
- (27) Felony adult abuse as prohibited in § 5-28-103;
- (28) Theft of property as prohibited in § 5-36-103;
- (29) Theft by receiving as prohibited in § 5-36-106;
- (30) Arson as prohibited in § 5-38-301;
- (31) Burglary as prohibited in § 5-39-201;
- (32) Felony violation of the Uniform Controlled Substances Act, § 5-64-101 et seq., as prohibited in the former § 5-64-401, and §§ 5-64-419 — 5-64-442;
- (33) Promotion of prostitution in the first degree as prohibited in § 5-70-104;
- (34) Stalking as prohibited in § 5-71-229;
- (35) Criminal attempt, criminal complicity, criminal solicitation, or criminal conspiracy, as prohibited in §§ 5-3-201, 5-3-202, 5-3-301, and 5-3-401, to commit any of the offenses listed in this subsection; and
- (36) All other crimes referenced in this title.

(b)

(1) If an individual has been convicted of a crime listed in subsection (a) or subsection (e) of this section, a licensing entity may waive disqualification or revocation of a license based on the conviction if a request for a waiver is made by:

- (A) An affected applicant for a license; or
- (B) The individual holding a license subject to revocation.

(2) A basis upon which a waiver may be granted includes without limitation:

- (A) The age at which the offense was committed;
- (B) The circumstances surrounding the offense;
- (C) The length of time since the offense was committed;
- (D) Subsequent work history since the offense was committed;
- (E) Employment references since the offense was committed;
- (F) Character references since the offense was committed;
- (G) Relevance of the offense to the occupational license; and

(H) Other evidence demonstrating that licensure of the applicant does not pose a threat to the health or safety of the public.

(3) The waiver requirements of this section are not required for a renewal of a license if an individual has been convicted of a crime listed in subsection (a) of this section and has either:

(A) Completed the waiver requirements of this section at his or her initial licensure;

(B) Been licensed in this state before the enactment of subsection (a) of this section; or

(C) Attended a professional or occupational school, program, or training in pursuit of an occupational license before the enactment of subsection (a) of this section and would have been qualified to hold an occupational license on or before July 24, 2019.

(c) If an individual has a valid criminal conviction for an offense that could disqualify the individual from receiving a license, the disqualification shall not be considered for more than five (5) years from the date of conviction or incarceration or on which probation ends, whichever date is the latest, if the individual:

(A) Was not convicted for committing a violent or sexual offense; and

(B) Has not been convicted of any other offense during the five-year disqualification period.

(d) A licensing entity shall not, as a basis upon which a license may be granted or denied:

(1) Use vague or generic terms, including without limitation the phrases “moral turpitude” and “good character”; or

(2) Consider arrests without a subsequent conviction. (e) Due to the serious nature of the offenses, the following shall result in disqualification for licensure, regardless of the date of conviction or the date on which probation or incarceration ends unless a waiver is granted under subsection (b) of this section:

(1) Capital murder as prohibited in § 5-10-101;

(2) Murder in the first degree as prohibited in § 5-10-102 and murder in the second degree as prohibited in § 5-10-103;

(3) Kidnapping as prohibited in § 5-11-102;

(4) Aggravated assault upon a law enforcement officer or an employee of a correctional facility as prohibited in § 5-13-211, if a Class Y felony;

(5) Rape as prohibited in § 5-14-103;

(6) Sexual extortion as prohibited in § 5-14-113;

(7) Sexual assault in the first degree as prohibited in § 5-14-124 and sexual assault in the second degree as prohibited in § 5-14-125;

(8) Incest as prohibited in § 5-26-202;

(9) Endangering the welfare of an incompetent person in the first degree as prohibited in § 5-27-201;

(10) Endangering the welfare of a minor in the first degree as prohibited in § 5-27-205;

(11) Adult abuse that constitutes a felony as prohibited in § 5-28-103;

(12) Arson as prohibited in § 5-38-301; and

(13) Engaging children in sexually explicit conduct for use in visual or print media, transportation of minors for prohibited sexual conduct, pandering or possessing visual or print media depicting sexually explicit conduct involving a child, or use of a child or consent to use of a child in a sexual performance by producing, directing, or promoting a sexual performance by a child, as prohibited in §§ 5-27-303 — 5-27-305, 5-27-402, and 5-27-403.

(f) This chapter does not preclude a licensing entity from taking emergency action against a licensee as authorized under § 25-15-211 for the sake of public health, safety, or welfare.

(g) The disqualification for an offense listed in subsection (a) of this section and the disqualification for an offense listed in subsection (e) of this section do not apply to:

(1) An individual who holds a valid license on July 24, 2019;

(2) An individual who holds a valid license on or before July 24, 2019, but failed to renew his or her license for any reason; or (3) An individual who was a student on or before July 24, 2019, in a

professional or occupational school, program, or training in pursuit of an occupational license and would have been qualified to hold an occupational license on or before July 24, 2019.

(h) This section does not apply to licensure or certification:

(1) Of professions not governed by this title;

(2) Of polygraph examiners and voice stress analysis examiners under § 17-39-101 et seq.;

(3) Of private investigators and private security agencies under the Private Security Agency, Private Investigator, and School Security Licensing and Credentialing Act, § 17-40-101 et seq.;

(4) Of body artists under § 17-26-601 et seq. who hold a valid license on or before July 1, 2024; or

(5) Of cosmetologists licensed under Title 17, Chapter 26, Subchapter 3.

Curriculum in Practical Nursing Technical Certificate

Course Number	Course Name	Semester Hours
Platform Courses		
HSCI 1113	Medical Terminology	3
HSCI 1123	Human Anatomical Structure I	3
HSCI 1243	Human Anatomical Structure II	3
	Total	9
1 st Semester		
LPN 1101	Vocational, Legal and Ethical Concepts	1
LPN 1102	Pharmacology I	2
LPN 1111	Nursing of the Geriatric Patient	1
LPN 1121	Nutrition in Health and Illness	1
LPN 1123	Basic Nursing Principles and Skills I	3
LPN 1133	Clinical I	3
LPN 1171	Nursing of Adults with Medical/Surgical Conditions I	1
	Total	12
2nd Semester		
LPN 1202	Nursing of Adults with Medical/Surgical Conditions II	2
LPN 1205	Clinical II	5
LPN 1212	Basic Nursing Principles and Skills II	2
LPN 1222	Pharmacology II	2
LPN 1232	Nursing of Mothers and Infants	2
	Total	13
3rd Semester		
LPN 1302	Nursing of Children	2
LPN 1308	Clinical III	8
LPN 1322	Mental Health	2
LPN 1332	Nursing of Adults with Medical/Surgical Conditions III	2
	Total	14

Practical Nursing Program - Estimated Cost
Costs are approximated and subject to change

Tuition & Fees	\$8000.00
Scrubs (<i>per set, suggested at least 2 sets</i>)	\$40.00
Shoes	\$25.00
Lab Jacket	\$30.00
Watch with second hand	\$15.00
Stethoscope	\$25.00
Lab Kits	\$120.00
Clinical Fees	\$130.00
Malpractice Insurance (<i>17.50 for 1st year/17.50 for 2nd year</i>)	\$35.00
Program Pin	\$9.00
State Application & Associated Costs	\$150.00
NCLEX Exam Fee	\$200.00
Temporary License Fee (<i>optional</i>)	\$30.00
Approximated Total	\$8809.00