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<https://capecoraltech.edu/>

PN APPLICATION INFORMATION

The Practical Nursing (PN) Program is designed to prepare students to pass the licensing examination and gain **employment** as a Licensed Practical Nurse (LPN). The program includes classroom, simulation, and clinical experience in local health care facilities throughout Lee County.

The content includes, but is not limited to, theoretical instruction and clinical experience in medical, surgical, obstetric, pediatric, and geriatric nursing; theoretical instruction and clinical experience in acute, care, long term care and community settings; theoretical instruction and clinical application of vocational role and function; personal, family and community health concepts; nutrition; human growth and development over the life span; body structure and function; interpersonal relationship skills, mental health concepts; pharmacology and administration of medications; legal aspects of practice; and current issues in nursing.

PROGRAM STARTING TIMES:

Full-time: April and October

Part-Time: October every two years (odd years); Class Monday & Wednesday

ARTICULATION

This program has an articulation agreement with Florida Southwestern College (FSW) and other Florida public colleges. They agree to accept credit toward the Associate Degree in nursing once licensure has been obtained as an LPN and upon acceptance into the Associate Degree program.

ACCREDITATION

CCTC is part of the Lee County School District (SDLC). They are accredited by the Commission of the Council on Occupational Education (COE) and Cognia. Governing agencies for this program include the Florida Department of Education (DOE), and the Florida Board of Nursing (FLBON) under the Florida Department of Health (FDOH).

SEMESTER 1 COURSES

OCP	Course Number	Course Title	Class Hours	Clinical Hours	Total Hours
A	PRN0098	Practical Nursing Foundations 1	222	78	300
B	PRN 0099	Practical Nursing Foundations 2	126	174	300
B	PRN 0290	Medical Surgical Nursing 1	38	37	75

SEMESTER 2 COURSES

OCP	Course Number	Course Title	Class Hours	Clinical Hours	Total Hours
B	PRN 0290	Medical Surgical Nursing 1 (continued)	103	122	225
B	PRN 0291	Medical Surgical Nursing 2	108	192	300
B	PRN 0690	Comprehensive Nursing and Transitional Skills	78	72	150

Practical Nursing Program Application Process

The PN program is a 1350-hour program, is one year in length. Classroom instruction is 8:00 am to 2:30 pm. For the part-time program classroom instruction is 7:30 am – 4:00 pm. Full-time Clinical hours vary as to the starting time, day of the week and location. Clinical start time is 6:30am. Clinicals may include evening and/or weekend assignments and may be 6-12 hours long. Clinical times for the part-time are Monday and Wednesdays and hours will vary. **Applicants to this program must be at least 18 years old and have a high school diploma or GED.**

Step 1: Attend **Informational Meeting** then meet with the school **Admission Specialist**. Informational meeting will assist in determining the student plan for admission and information related to required steps of application.

Step 2: Register for the **Test of Essential Academic Skills (TEAS)**. Complete admission essay after taking the TEAS exam in the testing center, the applicant will be given **30 minutes** to complete the essay. The essay may not be taken home and must be completed independently, closed note, without resources.

Please access the following link for ATI TEAS study guide materials:

<https://www.atitesting.com/teas-prep>

Step 3: After completing the TEAS, make an appointment with the Admission Specialist for program registration. The registration fee will be collected at this time. Students will submit all required documents which include:

- Official High School or GED transcript (Lee County high school graduates may complete a transcript request form (available from Student Services).
- Official transcripts of any post-secondary education related to the nursing field. Note: Foreign transcripts, whether high school or post-secondary, must be evaluated and certified by an agency recognized by the Lee County School District. Agencies recognized by LCSDD can be found on the following *website: <http://www.fldoe.org/teaching/certification/foreign-trained-grads/approved-credential-evaluation-agencie.shtml>. Only agencies listed on the above website are acceptable.*
- Documentation of employment or volunteer history in health care field.
- Proof of Florida residency for tuition purposes; (Two documents are required; both must be dated at least one year prior to the student's first day of class. The easiest types of Florida documentation to provide are driver's license, vehicle registration, and/or voter's registration. See the school websites for a complete list of acceptable documents.)
- Turn in all documents that will complete your application **no later than 3pm on the day of the deadline:** **Please note that LATE or INCOMPLETE applications will not be considered. A complete application contains:**

Checklist

- Admission Specialist to provide the following items: Nursing Schedule, Application Packet, Cost Disclosure, Admission Checklist, FAFSA Brochure, TEAS Information.
- CASAS Schedule
- Official High School or GED Transcript
- Official College Transcript, if applicable
- Employment History, if applicable (letter from current or former health care employer)
- TEAS
- Admission Essay
- All application materials submitted on time

SELECTION OF APPLICANTS

Admission to the PN program is competitive. An Admission Committee composed of school faculty will review all applications and determine admittance. After the application deadline, each application will be evaluated utilizing the selection criteria. The Admissions Committee will determine which applicants will be accepted based on the applicant's score on the Selection Criteria Matrix (below) and interview, if done. A letter or email will be sent approximately 2 weeks after the application deadline, to notify you of your admission status.

If an applicant is not selected for the upcoming class, he/she will be notified and will be asked to respond by notifying the school of intentions to resubmit the PN application or to seek enrollment in another course. Please note, it is possible to increase points on the matrix by submitting newly acquired qualifying criteria, such as attending an Articulated Nurse Assistant class, volunteering, or employment etc.

Practical Nursing Selection Criteria Matrix

Total Points Earned:

Date	Last Name	First Name
School applying to:	____ CCTC	____ FMTC

ATI TEAS Assessment	Score Earned	Points
Reading	72-100	24
	68-71	20
	63-67	15
	55-62	10
	54 or lower	0
ATI TEAS Assessment	Score Earned	Points
Math	69-100	20
	62-68	10
	55-61	5
	54 or lower	0
ATI TEAS Assessment	Score Earned	Points
English and Language	66-100	20
	60-65	10
	55-59	5
	54 or lower	0

TEAS Points Earned (64 Possible): _____

(Students will be considered for admission based on entirety of the matrix and not via TEAS alone. Please speak with guidance/school representatives regarding your admission potential.)

Work Experience	Total Points Earned	Points
*Maximum 15 points, points given in <u>one</u> area only *Document required for proof of work with letterhead, dates and job title, submit with application	Current Healthcare Worker or Certificate Health Science 1,2,3 from Medical Academy	15
	Healthcare Worker History (last 8 years)	10
	Current Healthcare Volunteer	5

Work Points Earned: _____

Education Background	Total Points Earned	Points
Healthcare Related Courses Official Transcript Required: Grades of B or above. Maximum 16 points	College Courses/Program 4 points per Health-related eligible course, maximum of 16 points	16 or less

Education Points Earned: _____

Admission Essay	Score Earned	Points
Maximum 5 points	Content, spelling, grammar and organization	5 or less

Essay Points Earned: _____

12/03/2020

Total Possible Points = 100

All admitting paperwork turned in will become the property of the school and will not be returned.

IF YOU ARE ACCEPTED:

Once selected you must attend a **mandatory** two to four-hour orientation. Failure to attend will result in forfeiture of the place in the class. Results of all physical admission requirements must be turned in to the school at least **fourteen (14) days prior to the first day of class.**

PROGRAM EXPENSES

The tuition amount is set by the Florida Legislature, approved by the School Board, and subject to change without prior notice. The Fee Disclosure, listing program expenses, will be given to each student once student is accepted into the program.

FINANCIAL AID

All potential students are encouraged to apply for financial aid. Students with a Bachelor's Degree are not eligible for PELL.

CRIMINAL BACKGROUND and DRUG SCREENING REQUIREMENTS

The allied health professions are committed to providing excellence in patient care and services in a safe, productive and quality conscious environment. As such, clinical and community agencies require students to meet standards similar to employees, for criminal offenses and use of illegal substances.

Therefore, health science education students are **required** to consent to and pay for background screening and drug testing. The charge to the student is approximately \$102.00 at the time of registration. This is a non-refundable fee. Admission status is "**conditional**" based on results of background and drug screen. If an applicant has a criminal history, the applicant must provide the arrest record(s) and disposition record(s) for each offense to the Program Director, prior to final acceptance into the program. Once completed and cleared, enrollment status will be made final. This must be completed with results returned to the school **fourteen (14) days** prior to the first day of class.

Criminal Offenses

If a criminal offense deems a student ineligible for admission to, or continuation in a health science education program, an appeal can be filed. The appeals process follows the school's grievance process. The appeals committee will follow the industry standard for employment in the profession as the guide for considering the grievance (details available upon request).

Drug Screening

Area health care agencies, CCTC and FMTC are drug free environments. The centers require drug screening for applicants who will be placed in the area health agencies for clinical rotations. Applicants are required to obtain a ten-panel substance abuse drug screen through CastleBranch. This screening is to be completed with results available to the school **fourteen (14) days before the first day of class.** Students with a positive test result will be given a reasonable opportunity to explain the confirmed test result. If the explanation is unacceptable and cannot be satisfactorily documented by the students' physician, the applicant will not be enrolled in the program.

All students enrolled in a health science education program are required to be drug and/or alcohol free when reporting to the school and while at affiliating agencies (including parking lots and grounds.)

If a positive drug screen deems an applicant ineligible for admission into a Health Science Education program, an appeal can be filed. The appeal process follows the grievance process of the School District of Lee County. The appeals committee will follow the industry standard for employment in the profession, as the guide for considering the grievance (details available upon request). **If a positive drug screen deems an applicant ineligible for admission into a Health Science Education program, the individual may reapply in 6 months.**

COMPUTERS

All students will need a home computer, online accessibility, and printer to provide access to web assisted learning/activities/homework, which is required of all students, throughout the program. During school hours CCTC will provide a laptop for student use.