

A S S O C I A T E D E G R E E

Nursing Program Brochure



2016–2017

SHORELINE COMMUNITY COLLEGE

Revised August 2016

TABLE OF CONTENTS

Steps For Obtaining Advising For The Nursing Program	1
Timelines For Application	2
Prerequisites And Required Non-Nursing Courses	3
Pre-Application Procedure	4
Nursing Program Application Procedure	5
Application Procedure For Advanced Placement Option (LPNs)	7
Application Procedure For Transfer From Another Nursing Program	7
Evaluation Of Coursework Completed At Other Schools	7
Evaluation Of International Transcripts.	8
Assistance for International Students	8
Shoreline Nursing Program Admission Point System	9
Selection Of Applicants For Admission	10
Notification Of Admission, Non-Admission Or Alternate Status	10
Appeal Process If Not Accepted	10
Reapplication To The Nursing Program.	11
The “Educationally Atypical” Applicant	11
Student Responsibilities After Admission	11
College & Nursing Program Curriculum – What To Expect.	12
Time Commitment While In The Nursing Program	12
Nursing Courses	13
Progression of Nursing Courses — 6 Quarter Option	13-14
Progression of Nursing Courses — 10 Quarter Option	14-15
Program Expenses	15-16
Essential Functional Abilities of Registered Nurses	16
Process For Licensure As A Registered Nurse	18
Employment Opportunities for RNs Who Graduate from Shoreline.	19
Continuing Your Education As A Registered Nurse	20

Nursing Program

We are pleased that you are interested in the Nursing Program at Shoreline Community College. Over 2,500 students have graduated from the Shoreline program since it started in 1966. Graduates are awarded the Associate in Applied Science – Transfer in Nursing degree by the College. After graduation, individuals must take and pass the NCLEX-RN examination to be licensed by the state as Registered Nurses. Check out our Web site at www.shoreline.edu/nursing. From there you should also be sure to click on the Frequently Asked Questions link. This Nursing Program Brochure is also available as a link from that web site.

The Shoreline Community College Nursing Program is approved by the Washington State Nursing Care Quality Assurance Commission, and is nationally accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326, (404) 975-5000.

STEPS FOR OBTAINING ADVISING FOR THE NURSING PROGRAM

Please follow the steps below for obtaining information. Individual advising is available after completing the following steps.

- Step 1: Read the **Nursing Program Brochure** found on the website www.shoreline.edu/nursing. You should also visit the links from the web site for “additional information” and “Frequently Asked Questions”.
- Step 2: Attend one of the **information sessions** conducted monthly by the Nursing Program Director or a faculty member. During these sessions, the Program and the entire admission process are reviewed. Individual questions can be answered at the end of the sessions. The scheduled times for these sessions can be obtained on the Shoreline nursing web site www.shoreline.edu/nursing
- Step 3: You may seek individual advisement after you have read and carefully reviewed this brochure and attended a group information session. Drop in advising is available from nursing faculty in the 2300 building during posted drop-in office hours on a first come first served basis Monday through Friday during fall, winter, and spring quarters. Available hours are posted in the 2300 building and on the Nursing Program web site.

Students registering at Shoreline Community College (SCC) will be assigned a permanent advisor when they register the first time. Assigned advisors are faculty members who will have office hours posted on their office doors. You may seek advisement during these hours. In addition, nursing faculty members are available during the registration period each quarter to provide open advisement

to pre-nursing students planning for admission and class registration. The schedule for this open advisement is available just before registration begins. It is posted in the Health Occupations office and in the Advising and Counseling Center.

TIMELINES FOR APPLICATION TO SHORELINE AND TO THE NURSING PROGRAM

1. Students may apply at any time to Shoreline Community College. Application information is available on the website at http://www.shoreline.edu/admissionshome_01.aspx. Students must apply to Shoreline Community College at least one week prior to planned application to the Nursing Program.
2. Pre-requisites and required non-nursing courses may be taken at Shoreline or at other colleges if they are equivalent courses. A chart listing known equivalent courses in Washington State schools is on the nursing web site at www.shoreline.edu/nursing. Any class that is not listed on the Equivalence Chart requires a transcript evaluation described later in this brochure.
3. **Applications to the Nursing Program are only accepted during the three specific time periods listed below. All applications and supporting documents must be received by 4:30 PM local time on the final date listed in order to be considered for that quarter.** Transcripts will be accepted if they are postmarked by the final date specified. (See the section on the Application Process for details.)

<u>Quarter entering:</u>	<u>Application timeline:</u>
Fall Quarter	January 15 to April 3
Winter Quarter	August 15 to October 3
Spring Quarter	November 15 to January 3

PREREQUISITES AND REQUIRED NON-NURSING COURSES FOR THE NURSING PROGRAM

To apply, every applicant (**generic, LPN, and transfer**) MUST meet the following minimum prerequisites. These courses will be the foundation for additional course work. You will also need additional courses as outlined below.

NOTE: High school course work is not accepted as meeting nursing requirements or in calculating points for admission.

PRE-REQUISITES <i>(Required before application can be accepted)</i>	COMPASS Test Score	✓ completed
1. Individual courses for entry into the program require a minimum grade of 2.0.		
2. ENGL& 101: Must have completed a 5 credit ENGL& 101 or a higher level writing course. You cannot “test out” of the English composition class requirement.		
3. Reading *COMPASS Test score: Minimum test score of 80 completed within 1-year of the first day of application time. Date of test _____		
4. Writing *COMPASS Test score: Minimum test score of 80 completed within 1-year of the first day of application time. Date of test _____		
5. Mathematics *COMPASS Test score: Minimum test score of 69 for Algebra or 35 for College Algebra completed within 1-year of the first day of the application time. (Pre-Algebra score not accepted to fulfill this requirement) Date of test _____		
6. Chemistry: Must have completed a 5 credit college level inorganic chemistry course with supervised lab [CHEM& 121] within the past 10 years for generic applicants and 15 years for LPN advanced placement applicants.		
7. Anatomy and Physiology [BIOL& 241 and BIOL& 242] 5 credits of college transferable Anatomy and Physiology with supervised lab. Must be completed within 5 years of application for generic applicants and 10 years for LPN advanced placement applicants.		
8. Statistics: [MATH& 146] 5 credits		
*In 2016 the COMPASS test will be replaced with a different test. COMPASS test scores will be accepted for one year after the test is replaced to fulfill the testing requirements for Nursing Program applicants. Please check the Nursing Program Web page for additional information and specific dates for this change when they become available.		

ADDITIONAL NON-NURSING COURSE REQUIREMENTS FOR THE NURSING DEGREE THAT PROVIDE POINTS TOWARD ADMISSION

Students accepted into the Nursing Program have completed all of the non-nursing courses prior to entering the Nursing Program. The program is competitive and some of these courses provide additional points toward admission. Admission points have been sufficiently high during the past several

years. Students who have not completed all of the required non-nursing courses typically have few admission points and are less competitive.

Required Non-Nursing Courses	✓ completed
PSYC& 200 Lifespan Development 5 cr.	
BIOL& 260 Microbiology 5 cr. With supervised lab. Must be completed within 5 years of application for generic applicants and 10 years for LPN advanced placement applicants.	

ADDITIONAL NON-NURSING COURSE REQUIREMENT

NUTR& 101 Human Nutrition 5 Credits. This course must be completed prior to entering the Nursing Program. Students who apply without evidence of completed Nutrition must provide proof of successful completion prior to the start of their first nursing quarter. (Acceptance is contingent on successful completion). Completion of a 7 (seven) hour AIDS & HIV Education for Health Care Workers course is required to meet the Washington State requirement for Health Care Workers and is required before entering the Nursing Program. (SCC course MLT 123 (1 credit) – AIDS & HIV Education for Health Care Workers meets this requirement.

PRE-APPLICATION PROCEDURE

1. Apply for admission to Shoreline Community College either online at www.shoreline.edu/admissionshome_01.aspx or by calling (206) 546-4621 and requesting an admissions form. You will be given a student ID number that is **required** to access the online nursing application.
2. Take the *COMPASS Tests to determine placement in English and Math.
3. If you have taken courses that do not appear on the Course Equivalence Chart, they must be evaluated before you apply. Obtain a copy of the transcript, a course description of the course, and complete the Transcript Evaluation Request form (available from the web site). Submit the request with the transcript and course descriptions in person or by mail to the Shoreline nursing office. See the information regarding transcript evaluation later in this brochure. (Please Note: Requests should be submitted 4 weeks prior to application deadline.)
4. Review your employment and volunteer history. Additional points for admission are given for employment experience and volunteer experience in health care (See Admission Point Chart later in this brochure).
5. Begin taking prerequisites and non-nursing courses. The number of credits to be taken at any one time depends upon your other obligations. Fifteen (15) credits per quarter is the usual full time load.

Suggested Sequence for Completing Prerequisites and Non-Nursing Courses

1. If you have not taken college level English and math, take any developmental (remedial) English and/or mathematics courses needed, as determined by *COMPASS placement tests, English through ENGL& 101 and mathematics through Intermediate Algebra (MATH 99). These provide you with the foundation for further courses.
2. Take CHEM& 121 if you have not had that course within the last 10 years. If hybrid should have approximately 20 hours of supervised lab.

3. Take BIOL& 211 if you have not had that course AND if you plan to take anatomy and physiology and microbiology at Shoreline. This course is a pre-requisite course for Anatomy, Physiology, and Microbiology at Shoreline.
4. Take Anatomy and Physiology [BIOL& 241] and Anatomy and Physiology II [BIOL& 242]. Anatomy and Physiology offered as hybrid courses must have approximately 40 hours of supervised lab for each 5 credit course.
5. Take Microbiology [BIOL&260 5 credits]. Microbiology offered as a hybrid course must have approximately 40 hours of supervised lab.

Consider spreading out the major science courses rather than attempting to take several of these courses during the same academic quarter. Take other required non-nursing courses, as you are able while you take the science classes. Remember, these courses also provide points for admission.

NURSING PROGRAM APPLICATION PROCEDURE

1. If you have not attended SCC previously, apply for admission to the College online or by contacting the Admissions Office at (206) 546-4621. You must do this in order to have a Shoreline student identification number. Admission to the College does not guarantee acceptance into the Nursing Program.
2. Arrange to complete the *COMPASS tests in English reading and writing and in math at any college that offers it. Test scores used for admission must be less than one year old on the first day of the application period. Placement will be determined using the placement guidelines being used by the Shoreline Community College testing center at the time of application. To schedule an appointment at Shoreline call (206) 546-4608. Enclose a copy of your *COMPASS Test scores with your application.
3. If you believe that you may have enough points to be competitive for admission to nursing, you may apply online at www.shoreline.edu/HOTS/asp/1_AppProcessNEW.asp. The minimum number of points of students admitted to the Nursing Program during the 2015-2016 academic year was approximately 103 points. The actual number of points required for admission depends upon the points of the applicants who apply during any particular application period and will fluctuate.
4. Complete the appropriate online nursing application forms.
 - a. Generic applicant (not previously enrolled in nursing)
 - b. Advanced Placement (LPN) Applicant
 - c. Transfer Applicant (from another nursing program)
5. Education Bonus Courses – Courses not required but which contribute substantially to your success in nursing. Must be a college level course of 3-5 credits. Complete form E of the application identifying the course and specifically how this course contributes to success in nursing. Up to 2 points each course with a maximum of two courses (max 4 points). Transcript showing grade of 2.0 or better is required.
6. Print out the entire application using the designated button on the screen and sign the application. Complete checklist to help you ensure application is complete. Submit this as a packet with all other required documentation.

**COMPASS tests will be replaced in November. Previously taken COMPASS test scores will be good for one year from the time it was taken. A new test will replace this requirement, more and updated information will be posted on the Nursing Program Website.*

7. Employment and Volunteer verification forms will print out with the application. Have these verification forms completed by your employer and by your volunteer coordinator and submit them in your application packet. Be sure to ask your employer and/or volunteer supervisor to document the exact number of hours you worked or volunteered. If you wish to have access to these forms earlier, you may print them from the link at www.shoreline.edu/nursing
8. Enclose proof of registration in courses that are eligible for points for “current enrollment” (See point system calculation sheet later in this brochure).
9. Enclose any other supporting documents such as copies of licenses for NAC/EMT/LPN, and copies of non-expired First Aid, American Heart Association Basic Life Support (BLS) for Healthcare Providers cards and 7 hour AIDS & HIV Education for Health Care Workers Certificate.
10. Enclose **\$20.00 application fee**.
11. Submit the entire packet together in person or by mail to the Nursing Office, room 2301. Packets must be submitted at or before 4:30 p.m. of the final day of the application period.
12. Provide two sets of official transcripts (paper copies only) for all relevant college work. (NOTE: If you are submitting SCC classes you do not need to submit a second copy to SCC Admissions Office.)
 - a. Submit one set of official transcripts in sealed envelopes with your nursing program application packet. Either mail or bring your complete packet of nursing application materials to:

Nursing Program Admissions (2300 Building)
Shoreline Community College
16101 Greenwood Avenue North
Shoreline, Washington 98133
 - b. Mail or deliver the second set of official transcripts to:

Admissions Office
Shoreline Community College
16101 Greenwood Avenue North
Shoreline, Washington 98133
13. Be sure to review completed packet before submitting using the application checklist that will print out when you print your application.

If having transcripts mailed from other schools directly to the Nursing Program, they must be postmarked no later than the application deadline and must be received in the Health Occupations office no later than 5 days after that deadline. If you took non-nursing courses that are not on the published equivalency chart or were outside of Washington state, you must provide copies of your completed transcript evaluation or a copy of your completed and approved Course Substitution/Waiver form with your application packet. Transcript Evaluation Requests submitted with applications will not be evaluated.

NOTE: It is the sole responsibility of the applicant to verify that their file is complete prior to the deadline (completing checklist will help in this process.) See page 2 for application dates.

APPLICATION PROCEDURE FOR ADVANCED PLACEMENT OPTION FOR LICENSED PRACTICAL NURSES (LPN)

Licensed practical nurses may seek advanced placement into the program. In order to be eligible for advanced placement, **the LPN must have met the minimum requirements for admission listed above AND have completed all of the other required non-nursing courses before application.** Longer timelines for course work apply to LPN applicants. Chemistry may be 15 years old and anatomy, physiology and microbiology may be 10 years old. LPNs take four quarters of nursing courses to complete the Associate Degree in nursing. One year of nursing experience is required. LPNs considering applying for advanced placement in the Nursing Program are required to make an appointment with the Nursing Program Director prior to applying to the Program and submit a current resume. Acceptance is on a space available basis.

APPLICATION PROCEDURE FOR TRANSFER FROM ANOTHER NURSING PROGRAM

Eligibility for admission as a transfer student from another nursing program is based upon individual evaluation of the coursework taken in another nursing program. Opportunities for transfer students to enter nursing classes at advanced levels are limited to those instances when a space becomes available. To be eligible for transfer, the student must:

1. Meet the minimum requirements for Shoreline admission and the Nursing Program
2. Have completed the required non-nursing courses with a passing grade (2.0 or higher)
3. Have a passing grade in all nursing courses previously attempted
4. Be currently enrolled in a U.S. nursing program or enrolled within the last 12 months
5. Be eligible for re-entry to and in good standing at the original nursing program, verified by a letter from the program in which the student was previously enrolled.

Transfer students will need to submit copies of the course syllabi from all completed nursing courses with their application to determine possible placement in the Shoreline program. Admission of transfer students is on a space available basis.

EVALUATION OF COURSEWORK COMPLETED AT OTHER SCHOOLS

Courses taken outside of Shoreline must match the Shoreline courses in both content and credit hours. See the Shoreline Community College Catalog or website for content description and explanation of all required courses.

A “Course Equivalence Chart” for 4-year colleges and community colleges in Washington State is available online, from the Nursing Program website link. Courses listed on this chart are known to be equivalent and do not need further evaluation. From time-to-time, the Course Equivalence chart is revised and updated so be sure to check online prior to your application to make sure there were no changes.

If the course does not appear on the course equivalence chart, you must submit a request for transcript evaluation to determine course equivalency. Complete a Transcript Evaluation request form is available online at www.shoreline.edu/nursing. Attach unofficial transcripts and a copy of the course descriptions for the courses you wish evaluated. Course descriptions can usually be obtained from the online “college catalog”

from the school you attended. Evaluations typically take 2 to 3 weeks to complete (8 weeks in the summer) and the evaluation will be e-mailed to the student when completed. Transcript Evaluation Requests submitted with applications will not be evaluated.

EVALUATION OF INTERNATIONAL TRANSCRIPTS FOR STUDENTS EDUCATED OUTSIDE OF THE UNITED STATES

International university transcripts must be translated into English and evaluated by an official, independent evaluation service. This requires a course-by-course evaluation. After the evaluation is completed, submit a copy of the evaluation with a transcript evaluation request to the Nursing Program for a determination of completed coursework that will be accepted to meet requirements of the Nursing Program. Information related to obtaining the independent evaluation is located on the Nursing Program website. This process will take approximately 8-10 weeks.

ASSISTANCE FOR INTERNATIONAL STUDENTS

Students graduating from nursing programs generally require extensive orientation when hired into their first nursing position following graduation. While it is possible for an employer to sponsor a graduate nurse who is in the country on a visa, employers may not be willing to do this. You are encouraged to investigate the current hiring practices in the area of the country where you might seek employment prior to entering and while enrolled in the nursing program. International students are strongly encouraged to contact an immigration attorney if they are interested in long-term employment in the United States following graduation. The International Programs office can be contacted regarding applying to the Dept. of Homeland Security for the one year employment authorization (Optional Practical Training) for eligible F-1 students. Please contact them a quarter or two before graduation regarding application procedures and deadlines. Their telephone number is (206) 546-4697.

ADMISSION POINT SYSTEM

You may calculate your own points by using the chart on the next page.

SHORELINE NURSING PROGRAM ADMISSION POINT SYSTEM

You May Calculate Your Own Points on This Page

(Effective Winter 2017 Admission)

I. Prerequisites		Points
Math COMPASS test date: _____ (see page 3 for details)		No points given
Reading and Writing COMPASS test date: _____ (see page 3 for details)		No points given
ENGL& 101 Composition (5 credits)	Your grade X 2.5	
Chemistry Prerequisite: Must be within 10 years.		
CHEM& 121 (5 credits)	Your grade X 3.0	
Anatomy and Physiology Prerequisite: Must be within 5 years.		
BIOL& 241 Human Anatomy & Physiology I	Your grade X 3.0	
BIOL& 242 Human Anatomy & Physiology II	Your grade X 3.0	
MATH& 146 Statistics (5 credits)	Your grade X 2.5	
II. Non-Nursing Courses Required in the Nursing Program		
	Current Enrollment or Completed Courses	
BIOL& 260 Microbiology (5 credits)	2 points or Your grade X 3.0	
PSYC& 200 Lifespan Development (5 credits)	1 point or Your grade X 2.5	
III. Science Bonus:		
All three major sciences completed (BIOL& 241, BIOL& 242, and BIOL& 260):	10 points	
IV. Educational Bonus		
Courses not required but which contribute substantially to your success in nursing. Must be a college level course of 3-5 credits. Complete form E of the application identifying the course and specifically how this course contributes to success in nursing. Up to 2 points each course with a maximum of two courses (max 4 points). Transcript showing grade of 2.0 or better required.		
V. Practical Preparation:		
Current American Heart Association "Health Care Provider" level CPR card:	1 point	
Current First Aid Card	1 point	
Documentation of completion of a 7 hour AIDS/HIV Education for Health Care Workers course. (copy of certificate is accepted)	1 point	
Work Experience: Documented by a form from the supervisor and a certificate/license, if applicable. Must have worked 192 hours (equivalent to 24 eight-hour days) within the last 10 years. May submit only ONE employment verification form.		
Category:	Points	Select the highest one you qualify for
General employment (any regular job)	7 pts.	
Health Care employment involving patient/family contact	9 pts.	
Nursing Assistant Certified (job position must require certification to qualify for these points)	12 pts.	
LPN/Corpsman/EMT	15 pts.	
Volunteer in Health Care involving patient, family, or nurse contact: Documented by a form from the supervisor in the agency. Minimum 50 hrs. each site; maximum of TWO sites within the last 10 years		May use up to two sites
50-99 hours	1 pts.	
100-191 hours	3 pts.	
192 hours (24 eight-hour days)	6 pts.	
Estimated Total (Possible 116 pt.)		

SELECTION OF APPLICANTS FOR ADMISSION

Because space in the Nursing Program is limited, there is a selective admission process. This is based on a point system. There is NOT a waiting list. Points are awarded for accomplishments that have been determined to be indicators of future success in the Nursing Program. This includes both the grades in prerequisite courses, grades in additional college courses taken that meet requirements for completion of the program, and work or volunteer experience.

Each entering class is selected independently based on the applications for that specific quarter. Points are calculated for each applicant based on the materials submitted in the application file. **Only course work that appears on an official transcript and only those materials that are in the file by the application deadline will be counted.** Individuals are selected starting with the applicant with the highest number of points and moving down the list until all class spaces are filled. The exact number of points required for admission will vary from quarter to quarter depending upon the individuals who apply. The LPNs to be admitted for advanced placement process are selected in a similar manner from a separate LPN only applicant group

(For exact information on how points are calculated, see the Admission Point System section of this brochure.)

NOTIFICATION OF ADMISSION, NON-ADMISSION OR ALTERNATE STATUS

1. All persons submitting applications will receive in writing a notice advising them whether or not they have been admitted into the program approximately 4-6 weeks after the application deadline. Those candidates admitted or selected as alternates must submit their acceptance letter by the deadline stated in the acceptance letter. Be sure to keep the Health Occupations office informed of any change in address, telephone number or e-mail. If you will be unavailable at the time of admission notification, you should arrange for someone to accept on your behalf. If no acceptance is received by the date specified, the place in class will be given to the next person on the point list.
2. Persons wishing to review the status of their file may do so by coming to the Nursing Program Office during normal business hours. You must provide proof of identification.

APPEAL PROCESS IF NOT ACCEPTED

If you are notified of non-acceptance, you will also be notified of times when you can informally review your file with the Director of the Nursing Program. In the informal meeting you may point out errors that you believe occurred. Points may be corrected based on errors in calculation at this time. If after this review, you still believe that an error was made in determining your points for admission, you may appeal in writing to the Director of the Nursing Program within two weeks of notification of your point status. Your file will be reviewed by the Director of the Nursing Program, and you will receive a response in writing within two weeks of receiving your request.

You may further appeal the accuracy of the point calculation to the Dean for Health Occupations, Physical Education and Business. You must submit your appeal in writing to the Dean within one week after receiving notification of the result of your initial appeal from the Director of the Nursing Program. The file will be reviewed by the Dean, and you will receive a response in writing within one week of receiving your request.

Any changes in points will be made based on the requirements for application including deadlines for receipt of all necessary materials, course and credit equivalencies, requirements for work experience documentation, and grade requirements.

REAPPLICATION TO THE NURSING PROGRAM

If you are not admitted the first time you apply for admission to the Nursing Program, you may reapply for another quarter by completing and filing another application packet and paying the application fee again. All materials received at the time of the original application will be retained in the nursing files for a period of two years. It will be necessary to complete a new Form A and Form B of the online application, provide transcripts showing courses completed after the original application, and submit any new employer/volunteer verifications/certifications that you wish to have considered.

THE “EDUCATIONALLY ATYPICAL” APPLICANT

The category “**educationally atypical**” on the application form can be marked by those with course work older than the required time limits but which is much greater in the number of credits than what is required. This category is also appropriate for a person changing health occupations careers such as from respiratory therapy to nursing and whose course work may be somewhat older. These applicants must include a letter with their application materials explaining why they believe they are educationally atypical and why the timelines should be lengthened. Courses that will be accepted and points assigned for these individuals will be determined by an individualized assessment process. Persons with atypical backgrounds must comply with all application procedures and all other admission requirements outlined earlier in this brochure.

STUDENT RESPONSIBILITIES AFTER ADMISSION INTO THE NURSING PROGRAM

1. You will be required to attend a mandatory registration/orientation meeting approximately two (2) weeks after acceptance. Accepted students who are not present or represented by a surrogate when roll is called at the start of the meeting will forfeit their space to an alternate.
2. With your acceptance letter, you will receive Health Assessment Forms which must be completed and submitted at the registration/orientation session.
 - a. A self-disclosed health status form must be submitted. A student with a disability who is seeking accommodation must contact the Office of Special Services. The student must be able to meet all of the outcomes of the nursing courses and Essential Functional Abilities (page 16) with, or without, reasonable accommodation in order to successfully complete the Nursing Program.
 - b. Each student must provide evidence of appropriate tuberculosis testing.
 - c. On the basis of documented transmission of diseases, health care workers are considered to be at significant risk for acquiring or transmitting pertussis, hepatitis B, influenza, measles, mumps, rubella, and varicella. All of these diseases are preventable through immunization. Documentation of immunity/immunization for the following diseases is required at the orientation session: Hepatitis B, measles (rubeola), mumps, rubella (German measles), varicella (chicken pox), tetanus, and pertussis. Influenza vaccine is required during flu season for all students. These health screening measures must be completed at the student’s own expense.

3. Documentation of health insurance policy (major medical coverage) is required of all nursing students throughout the nursing program.
4. Nursing student uniforms and name pins are required in the clinical area and are available for purchase through the bookstore. Only the Shoreline Nursing student uniform is acceptable. Ordering information is provided at the registration meeting.
5. Clinical agencies require each student to complete a Criminal Background check in accordance with Child/Adult Abuse Prevention Act, RCW 43.43.830-43.43.845. A student who is not cleared by this check is not allowed by law to provide care in the clinical setting, and therefore will be unable to satisfactorily complete the clinical portion of the program and so will not be able to complete the nursing program. The background check has a fee of \$67.00 (it may be more if the applicant has lived in several different counties in the past seven years) that the student must pay directly to the providing agency. Information for completing the criminal background check will be provided to the applicants accepted for admission or for alternate status. Additionally, all students are required to complete a Conviction/Criminal History Disclosure Form.
6. Documentation of current American Heart Association, Basic Life Support (BLS) for Health Care Provider level including child, infant and adult CPR, two-rescuer CPR, and foreign body airway obstruction is required on admission and throughout the length of the program. Additionally, include documentation of completion of a seven (7) hour AIDS/HIV Education for Health Care Workers course (copy of certificate is accepted).
7. Latex Exposure/Sensitivity: The skills practice laboratory and our clinical facility sites may include exposure to latex. Individuals with latex allergies need to inform their instructor to discuss this situation.

COLLEGE AND NURSING PROGRAM CURRICULUM – WHAT TO EXPECT

Each Chemistry, Biological Science or Nursing course requires approximately 20 hours a week per 5 quarter credits including the time in lecture, lab, or clinical site and study time. Some of the non-science classes require approximately 15 hours per 5 credits. Students with significant parenting responsibilities, or who work more than 20 hours per week, and/or have other commitments, should plan to take no more than one science at a time. Most individuals need **at least** three full time college quarters to complete courses which will give them enough points to be competitive applicants for the Shoreline Nursing Program.

Prior to 2008, Shoreline Community College Nursing Program offered only a 6-quarter, **full-time program**. Students are admitted to this program in fall, winter, and spring quarters. Students in the full-time program do not attend class during summer quarter. Additionally, Shoreline Nursing Program offers a 10-quarter **extended program** option. Students in this extended program option will attend class throughout the year.

On-campus nursing classes meet during the day in the full-time program option, while on-campus classes in the 10-quarter program option meet primarily during the late afternoon and evening hours. During some quarters, clinical experiences in both programs may be scheduled on the evening shift or on weekends. Clinical day shifts usually start at 6:00 am and evening shifts start at 1:45 pm. Shifts are 4-12 hours in length. Students must satisfactorily complete all courses in one quarter before progressing to the next quarter. Failure to satisfactorily complete any one nursing course may require retaking all courses in that quarter.

Nursing courses

Nursing courses in the six quarter option are designated by the prefix “NURS.” Nursing courses in the ten quarter option are designated by the prefix “NURSE.”

Elective nursing courses

There are two optional nursing courses available to students enrolled in the Nursing Program. These courses are designed to support student success in the program. These courses are not required for graduation.

NURS 094 Success Strategies for Nursing is designed to be taken with first quarter classes in the six quarter option. This course focuses on study and organizational skills, test taking, mathematics of dosage calculation and measurement conversion, and support in transitioning into the nursing program. This course is divided between the first two quarters in the 10 quarter option. The course numbers for these courses are NURSE 095 and NURSE 096 in the ten quarter option.

NURS 095 Critical Thinking in the Nursing Process (Required for LPN to RN students) is designed to be taken with second quarter classes in the six quarter option. This course is intended to assist students in comprehensive assessment and planning for patient care and the application of the nursing process to patient situations. This course is divided between the third and fourth quarters in the 10 quarter option. The course numbers for these courses are NURSE 097 and NURSE 098 in the ten quarter option.

Progression of Nursing courses – 6 Quarter Option

First Quarter Nursing		Credits
NURS 121	Communication in Nursing (Lecture 3 hours/week)	3
NURS 131	Comm. Skills Practice Lab (Comm. 2 hours/week)	1
NURS 141	Foundations of Nursing (Lecture 3 hours/week)	3
NURS 151	Foundations Practicum (Long-term care experience average 8 hours/week)	4
NURS 161	Skills Practice Lab I (2 hours/week)	1
NURS 094	Success Strategies for Nursing (OPTIONAL)	2
Second Quarter Nursing		Credits
NURS 142	Nursing Practice & Common Health Disturbances (Lecture 5 hours/week)	5
NURS 152	Common Health Disturbances Practicum (Hospital experience average 8 hours/week)	4
NURS 162	Skills Practice Lab II (2 hours/week)	1
NURS 095	Critical Thinking in the Nursing Process (OPTIONAL)	2
Third Quarter Nursing		Credits
NURS 143	Nursing Practice and Complex Health Disturbances I (Lecture 6 hours/week)	6
NURS 153	Complex Health Disturbances I Practicum (Hospital experience average 10 hours/week)	5
NURS 163	Skills Practice Lab III (2 hours/week)	1

LPN Advanced Placement students enter at this level: They take NURS 095, 121, 131, 143, and 163 in their first quarter and then progress into the fourth quarter.

6 Quarter Option Progression continued on next page

Fourth Quarter Nursing		Credits
NURS 221	Nursing Practice and Complex Health Disturbances II (Lecture 2.5 hours/week)	2.5
NURS 231	Complex Health Disturbances II Practicum (Hospital experience average 10 hours/week)	5
NURS 241	Nursing Practice and Psychosocial Disturbances (Lecture 2.5 hours/week)	2.5
NURS 251	Psychosocial Disturbances Practicum (Care experience average 4 hours/week)	2

Fifth Quarter Nursing		Credits
NURS 222	Nursing Practice and the Childbearing Family (Lecture 3 hours/week)	3
NURS 232	Nursing and the Childbearing Family Practicum (Care experience average 8 hours/week)	4
NURS 242	Nursing Practice and Health Promotion (Lecture 3.5 hours/week)	3.5
NURS 252	Nursing Health Promotion Practicum (Ambulatory care experience average 4 hours/week)	1.5

Sixth Quarter Nursing		Credits
NURS 223	Nursing Practice and Complex Health Disturbances III (Lecture 3 hours/week)	3
NURS 233	Complex Health Disturbances III Practicum (Hospital experience average 8 hours/week)	4
NURS 243	Managing Nursing Care in the Health Care System (Lecture 3 hours/week)	3
NURS 253	Managing Nursing Care Practicum (Management experience average 6 hrs/week)	2

Progression of Nursing courses – 10 Quarter Option

First Quarter Nursing		Credits
NURSE 121	Communication in Nursing – 10 Qtr (Lecture 3 hours/week)	3
NURSE 131	Communication Skills Lab – 10 Qtr (Comm. 2 hours/week)	1
NURSE 095	Success Strategies I – 10 Qtr (Lecture 1 hour/wk) (OPTIONAL)	1

Second Quarter Nursing		Credits
NURSE 122	Foundations of Nursing – 10 Qtr (Lecture 3 hours/week)	3
NURSE 132	Skills Practice Lab – 10 Qtr (2 hours/week)	1
NURSE 142	Nursing Foundations Practicum – 10 Qtr (Long-term care exp. Avg. 8 hr/wk)	4
NURSE 096	Success Strategies II – 10 Qtr (Lecture 1 hour / week) (OPTIONAL)	1

Third Quarter Nursing		Credits
NURSE 123	Common Health Disturbances – 10 Qtr (Total of 47 hours of lecture, 18 hours of skills lab, and 44 hours of clinical practicum)	7
NURSE 097	Crit. Think in Nsg Process I – 10 Qtr (Lecture 1 hour / week) (OPTIONAL)	1

Fourth Quarter Nursing		Credits
NURSE 124	Complex Health Disturbances I – 10 Qtr (Total of 18 hours of lecture, 18 hours of skills lab, and 88 hours of clinical practicum)	6.5
NURSE 098	Crit. Think in Nsg. Process II – 10 Qtr (Lecture 1 hour / week) (OPTIONAL)	1

Fifth Quarter Nursing		Credits
NURSE 125	Complex Health Disturbances II – 10 Qtr (Total of 59 hours of lecture, 14 hours of skills lab)	6

10 Quarter Option Progression continued on next page

Sixth Quarter Nursing		Credits
NURSE 221	Nsg Practice and Complex Hlth Disturb. III – 10 Qtr (Lecture 2.5 hours/week)	2.5
NURSE 231	Complex Health Disturbances Practicum I – 10 Qtr (Hospital experience average 16 hours/week)	6.5

Seventh Quarter Nursing		Credits
NURSE 222	Nsg. Practice and Health Promotion – 10 Qtr (Lecture 3.5 hours/week)	3.5
NURSE 232	Nursing Health Promotion Practicum – 10 Qtr (Ambulatory care experience average 4 hours/week)	1.5
NURSE 242	Nsg Practice and Psychosocial Disturbances – 10 Qtr (Lecture 2.5 hours/week)	2.5

Eighth Quarter Nursing		Credits
NURSE 223	Nursing Practice and the Childbearing Family – 10 Qtr (Lecture 3 hours/week)	3
NURSE 233	Nursing and the Childbearing Family Practicum – 10 Qtr (Care experience average 8 hours/week)	4
NURSE 243	Psychosocial Disturbances Practicum—10 Qtr (Care experience average 4 hours/week)	2

Ninth Quarter Nursing		Credits
NURSE 225	Nsg Practice & Complex Health Disturbances IV – 10 Qtr (Lecture 3 hours/week)	3
NURSE 235	Complex Health Disturbances Practicum II – 10 Qtr (Hospital experience average 8 hours/week)	4

Tenth Quarter Nursing		Credits
NURSE 224	Managing Nsg Care in the Health Care System – 10 Qtr (Lecture 3 hours/week)	3
NURSE 234	Mng Nursing Care Practicum - 10 Qtr (Mgmt experience average 6 hrs/week)	2

Nursing Program Credits – Both Options

Total Nursing Credits **69-70**

Total Credits Required for Program Graduation **109-110***

**An additional 5 credits (BIOL& 211) will be required if Anatomy & Physiology and Microbiology are completed at Shoreline.*

PROGRAM EXPENSES

Listed below are the approximate costs of the program. Students enrolled in the nursing courses must also arrange their own transportation to and from clinical areas.

Books (estimate)

Nursing (first year)	\$800
Nursing (second year)	\$300

Supplies

Skill packets (first year)	\$160
Skill packets (second year)	\$80
Watch	\$30
Stethoscope	\$50
Other; optional (penlight, blood pressure cuff, etc.).....	\$50
Immunizations	Varies

Uniform Related (one-time expense)\$125

Clinical Placement Fee — (per year) \$100

Health/Accident Insurance (Student Policy) — per quarter..... Varies

Background Check (annual).....\$67

Program Costs continued on next page

SHORELINE COMMUNITY COLLEGE COST OF ATTENDANCE

For the most current tuition information and quarterly fees at Shoreline Community College please see the Quarterly Tuition Rates at: www.shoreline.edu/enrollment-services/cashiering/rates.aspx

And Additional Fee Information at: www.shoreline.edu/enrollment-services/cashiering/fees.aspx

Costs at Graduation

Application for Washington license.....	\$88
Application to the NCLEX Testing Co. to take the exam (Pearson Vue).....	\$200
Nursing Pin (optional).....	varies

ALL COSTS ARE SUBJECT TO CHANGE. Current tuition and fees are listed in the quarterly schedules as well as the websites mentioned above. Contact the College for current prices of other items. Copies of the College Catalog are available in the College Bookstore or by mail at a minimal cost.

Financial Aid: You may obtain information about, or make application for financial aid from the Office of Financial Aid, Room 5200, telephone (206) 546-4762. Financial aid considers full time to be twelve (12) or more credits per quarter.

ESSENTIAL FUNCTIONAL ABILITIES OF REGISTERED NURSES

The Nursing Program requires students to engage in a variety of laboratory and clinical experiences to acquire essential nursing skills and functions which are needed in the diverse, complex discipline of nursing. These essential abilities and functions are needed to ensure the health and safety of patients, peers, faculty, and other healthcare providers. Students entering nursing need to be aware of these Essential Functional Abilities which include, but are not limited to the following:

- 1. Observation Function:** Use of the senses to gather information. Corrective devices may be utilized.

Examples of behaviors:

- a. Assess color changes in the skin.
- b. Hear and discriminate sounds produced by the body and the environment (i.e. heart and lung sounds through a stethoscope).
- c. Use touch to discern tremors, vibrations, pulses, textures, temperatures, and other physical characteristics.
- d. Differentiate odors in the clinical setting.

- 2. Communication Function:** Use of speech, reading and writing to communicate with other students, faculty, patients, families and other health care professionals.

Examples of behaviors:

- a. Ask patients questions to discern their concerns and problems in a way that can be understood by the patient.
- b. Read patient records and references written in English.
- c. Explain patient's condition with accuracy in a timely manner to other health care team members.
- d. Document nursing care clearly and accurately in English on legal records.
- e. Utilize computer systems to obtain, enter and transmit data in classroom and clinical settings.

f. Read data displayed on monitors/equipment.

- 3. Motor Function:** Provide physical care to patients including engaging in physical activity for eight to twelve hour days, lifting and moving patients. Normal manual and finger dexterity are expected.

Examples of behaviors:

- a. Perform CPR.
- b. Move, transfer, position, assist with lifting and ambulation of patients without injury to patients, self or others.
- c. Lift and/or carry objects weighing up to 25 pounds without injury to patients, self or others.
- d. Manipulate equipment/objects such as intravenous administration sets, used for patient care without extraneous movement, contamination, or destruction.
- e. Work for eight to twelve hour days in a situation in which the majority of the time is spent on your feet in physical activity involving lifting, standing, walking and stooping without jeopardizing the safety of the patient, self or others.

- 4. Intellectual/Cognitive Function:** Synthesize information from a variety of sources and apply it in making decisions regarding patient care.

Examples of behaviors:

- a. Calculate medication dosages and intravenous administration rates.
- b. Evaluate the effectiveness of treatments based on the expected outcome.
- c. Prioritize needs for one patient and between multiple patients.
- d. Determine when it is essential to obtain medical care for a patient.
- e. Engage in critical thinking in the classroom and clinical setting.

- 5. Behavioral/Social Function:** Respond effectively in situations of stress while placing patient needs first and demonstrating emotional stability and flexibility.

Examples of behaviors:

- a. Demonstrate willingness to alter plans or change approach to meet the needs of patients.
- b. Meet verbal expressions of anger or distress on the part of patients with a calm, problem-solving approach.
- c. Express concern for the well-being of others during times of stress.
- d. Maintain composure when stressful events occur and continue to function with accuracy.
- e. Learn and abide by the professional standards of practice.
- f. Work effectively in groups with caring and mutual respect.

- 6. Develop a system of self-care including:**

Examples of behaviors:

- a. Supportive peers, friends and family.
- b. Appropriate outlets for stress.

- c. Ability to recognize when you are doing too much and find ways to cut back.
- d. Care for your body: nutrition, exercise and sleep.
- e. Spiritual outlets. For some this may take the form of meditation, for some a walk in the woods or other connection with nature, for others organized religion, for all a way to renew your spirit.
- f. Interests outside of nursing.

Nursing students are being prepared to do the broad range of entry-level-nursing skills, and so must be able to do the above essential functions with or without reasonable accommodation. If you believe you would need accommodation to do these essential functions, please consult with the Office of Special Services, (206) 546-4545.

PROCESS FOR LICENSURE AS A REGISTERED NURSE

Nursing program graduates are eligible to take the National Council Licensure Examination for registered nursing (NCLEX-RN) that is offered by the Washington Nursing Care Quality Assurance Commission. This computerized examination is individually scheduled at any of the designated testing sites. Successful completion of the examination is required to be licensed as a registered nurse. During the final quarter in the program, students are assisted in applying to take this examination.

The application for RN licensure in the state of Washington includes personal data questions regarding medical conditions, substance abuse, criminal background, and other items that the Nursing Commission has determined are relevant to a person's suitability for nursing. If any of the questions are answered "Yes," full details must be furnished on a separate (8½ x 11 inches) page and attached to the application for licensure. The Nursing Commission will investigate and has the power to refuse licensure. We believe it is important for you to be aware of these questions prior to starting the program. Consult the Washington State Nursing Care Quality Assurance Commission (360) 236-4700 or online at <http://www.doh.wa.gov/Portals/1/Documents/Pubs/669242.pdf> for details regarding these questions.

EMPLOYMENT OPPORTUNITIES FOR RNs WHO GRADUATE FROM SHORELINE

Graduates, once licensed, are prepared to care for patients in hospitals, long-term care facilities, doctors' offices, clinics and homes. Employment is as a beginning staff nurse offering direct care to patients, as well as managing and coordinating nursing care provided by a team.



CONTINUING YOUR EDUCATION AS A REGISTERED NURSE:

- 1. Obtaining a Baccalaureate Degree in Nursing:** Many four-year colleges in Washington that offer nursing programs have special programs for the associate degree graduate RN to obtain the BSN (bachelor of science degree in nursing.)

Graduates are prepared to enter bachelor's degree programs designed for associate degree graduates. Registered nurses with bachelor's degrees have additional employment opportunities and may also enter graduate programs in nursing. Graduates of this program with a bachelor's degree in a related field may be eligible for a special associate degree to master's degree in nursing track at the University of Washington School of Nursing, Seattle Pacific University, or Seattle University. Please see the current Nursing Program website at www.shoreline.edu/nursing for current articulation agreements.
- 2. Continuing Education:** Graduates may take a variety of continuing education courses, some of which may lead to specialty employment in areas such as critical care, operating room nursing, and emergency department nursing.
- 3. Continuing Competency:** Nurses licensed in the State of Washington are required to maintain continuing competency for license renewal. This requires documentation of at least 531 hours of active practice and 45 clock hours of continuing nursing education every 3 years. The Washington Nursing Care Quality Assurance Commission defines *“continuing nursing education”* as *“systematic professional learning experiences obtained after initial licensure designed to augment the knowledge, skills, and judgment of nurses and enrich nurses’ contributions to quality health care. The education hours should relate to the nurse’s area of professional practice or areas identified through reflection and self-assessment for professional growth and development.”* More information is available on the Nursing Commission website <http://www.doh.wa.gov/LicensesPermitsandCertificates/NursingCommission/ContinuingCompetency>



Shoreline Community College provides equal opportunity in education and employment and does not discriminate on the basis of race, sex, age, color, religion, national origin, marital status, gender, sexual orientation or disability.

Printed as a training project by the Visual Communication Technology Program at Shoreline Community College.
Material revised August 2016.

HO- 8/5/16

NOTES

Shoreline

COMMUNITY COLLEGE



16101 Greenwood Ave. N.
Shoreline, WA 98133