Associate Degree Nursing

***Admissions Information***

Spring 2019 Deadline: September 20, 2018
Fall 2019 Deadline: February 21, 2019

Associate Degree Nursing is a selective enrollment program beginning each spring and fall. Resources, such as clinical facilities and faculty, as well as approval standards limit the number of applicants admitted to the two-year degree program to 72 students for the spring and 72 students for the fall. Five seats in the fall program are reserved for 2019 graduating high school seniors. Currently enrolled high school applicants will only compete with other high school applicants. All applicants must meet minimum requirements to be considered for admission. Please note that meeting minimum requirements does not guarantee admission.

PHASE I: APPLICATION PROCESS

The following steps must be completed by either the spring or the fall deadlines listed above:

1. Complete the Residency Determination Service (RDS) and a Forsyth Tech application. If currently enrolled in classes at Forsyth Tech, complete the update form in the Admissions Office.

2. Complete the online nursing information session MAR presentation and return the electronic signature confirmation form to the Admissions Office. If you prefer, you may choose to attend an in-person information session instead of completing the online presentation.

3. Complete placement testing if required by the Admissions Office.

4. Have an official high school transcript or GED scores mailed to the Admissions Office.

5. Have the most recent official transcripts from all colleges or schools attended since high school sent to the Admissions Office. All transcripts are required regardless of their applicability to the program of study. Official transcripts must have the school seal or original signature and be in a sealed unopened envelope or submitted electronically from the school. Electronic transcripts should be sent to Admissions@forsythtech.edu. Official college transcripts should be received and evaluated before a MAR is conducted. Evaluation of transcripts typically takes 5-7 business days to complete once transcripts have been received. Please do NOT bring in transcripts the day you come to complete your MAR review.

6. Submit official copies of any Advanced Placement (AP) scores, if applicable. Official copies are required to assign points for ranking. Please note that this can take up to four to six weeks to be received due to the College Board request process.

NOTE: The information provided in this packet is subject to change annually.
PHASE II: MINIMUM ADMISSIONS REQUIREMENTS

1. Placement Testing - All applicants must demonstrate English, Reading and Math Competencies to be eligible for program consideration. There are 4 different ways that these competencies can be met:

   a. Multiple Measures - high school GPA:

      1. If applicant has graduated from a NC high school legally authorized to operate in the state AND
      2. Has graduated from high school within the past 5 years* AND
      3. Has eligible 4th level high school math course** AND
      4. Has a 2.6 or higher high school unweighted GPA*** THEN
      5. The placement testing minimum admissions requirement has been met.

*If applicant is currently enrolled in high school, 1st semester senior grades/GPA must be submitted before the high school GPA can be used to waive placement testing by Multiple Measures. **The list of eligible 4th level math courses is available in the Admissions Office. ***High school transcript must clearly indicate that the GPA is unweighted.

   b. SAT/ACT scores (valid for five years): Specific scores will waive specific tests

      For tests taken prior to March, 2016:

      SAT Critical Reading - 500+ OR SAT Writing - 500+, or ACT Reading - 22+ OR
      ACT English - 18+ will exempt applicants in Reading Comp. and Sentence Skills.

      SAT Math - 500+ OR ACT Math - 22+ will exempt applicants in Math skills.

      For tests taken in March, 2016 or later (note change in SAT scores):

      SAT Evidence Based Reading and Writing - 480+, or ACT Reading - 22+ OR
      ACT English - 18+ will exempt applicants in Reading Comp. and Sentence Skills.

      SAT Math - 530+ OR ACT Math - 22+ will exempt applicants in Math skills.

   c. Completion of College level English and/or Math

      A grade of “C” or higher in a college level English composition or math course, that meets program MAR requirements, can waive placement testing once the transcript(s) has been received and reviewed.

   d. Placement Test Scores (all scores are valid for 5 years):

      |   | CPT      | COMPASS   | ASSET   |
      |---|----------|-----------|---------|
      |   | Sentence Skills | Writing | Writing Skills | 41 |
      |   | Reading Comp.    | Reading  | Reading Skills | 41 |
      |   | Arithmetic        | Pre-Algebra | Numerical Skills | 41 |
      |   | Algebra           | Algebra  | Elem. Algebra | 41 |
The NC-DAP Math (DMA) and NC-DAP Reading and English (DRE) have replaced the above tests at all NC Community Colleges. The following are the required scores for those taking NC-DAP:

<table>
<thead>
<tr>
<th>NC-DAP DMA</th>
<th>NC-DAP DRE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMA-010 7 (or higher)</td>
<td>DRE Composite Score 151 (or higher)</td>
</tr>
<tr>
<td>DMA-020 7 (or higher)</td>
<td></td>
</tr>
<tr>
<td>DMA-030 7 (or higher)</td>
<td></td>
</tr>
<tr>
<td>DMA-040 7 (or higher)</td>
<td></td>
</tr>
<tr>
<td>DMA-050 7 (or higher)</td>
<td></td>
</tr>
</tbody>
</table>

Applicants taking the **NC-DAP for math** must demonstrate mastery in DMA 010, 020, 030, 040, and 050. Applicants taking the **NC-DAP Reading Comprehension and Sentence Skills** must demonstrate mastery in DRE 096, 097 and 098.

Applicants not meeting the required mastery or the minimum scores should enroll in the appropriate DRE/DMA course(s). All DRE/DMA courses must be completed by the deadline date. **If DRE/DMA or DMS shell courses from other NC community colleges are being used to meet this requirement, submission of the placement test scores will also be required.**

Forsyth Tech will be part of a new developmental education initiative beginning in spring 2019. Applicants applying to the 2019 fall Associate Degree Nursing program will be held to the requirements listed above. **These requirements will change for the 2020 program.**

2. **Biology Competency**

Applicants must have completed a high school biology course. If the course was not completed at the high school level, then the applicant must complete the course at the college level with a grade of “C” or better. Once this course competency is met it does not outdate.

3. **No “D/F” Policy**

This policy is in place to maintain the integrity of our nursing program and all nursing applicants are held to this standard. There are NO exceptions.

Applicants must earn a grade of “C” or better in all program related courses attempted to be eligible for the program. This policy applies to courses taken at Forsyth Tech as well as equivalent courses completed at outside colleges or universities. **Applicants with a “D” or “F” in a related course (listed on pg. 5) that have not completed the replacement course by the deadline will NOT be eligible to complete a MAR review to be considered for the Associate Degree Nursing program for that entry term.** If a grade of “D” or “F” is earned after admission to the program, the course must be repeated by the semester prior to the start of that ADN program, and a “C” or higher earned before the student will be allowed to enroll in the nursing program. **Failure to remove a grade of “D” or “F” will result in the loss of admission into the ADN program.**
PHASE III: MINIMUM ADMISSIONS REQUIREMENTS (MAR) REVIEW

After completion of Phases I and II, applicants are eligible to meet with an Admissions Counselor to complete the Minimum Admissions Requirements (MAR) Review. Applicants for the program will not be considered for admission nor be eligible to take the TEAS at Forsyth Tech until this step is completed. Therefore, applicants are encouraged to complete the MAR as early as possible to allow time to complete the TEAS by the deadline.

Due to state regulations regarding residency, applicants are strongly encouraged to complete both RDS and the online application prior to coming in to complete the MAR. It may not be possible to complete both steps at the time of MAR. This is of particular note to applicants applying close to the deadline.

When can I complete my MAR Review?

<table>
<thead>
<tr>
<th>Spring 2019 Applicants</th>
<th>Fall 2019 Applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you are applying for spring and are not taking classes during the summer semester, you can complete your MAR:</td>
<td>If you are applying for spring and are taking any curriculum classes during the summer semester, you can complete your MAR:</td>
</tr>
<tr>
<td>[July 23-September 20]</td>
<td>[August 27-September 20]</td>
</tr>
<tr>
<td>If you are applying for spring and are taking any curriculum classes during the summer semester, you can complete your MAR:</td>
<td>If you are applying for fall and have completed all of your related classes or will be taking classes during the summer semester only, you can complete your MAR:</td>
</tr>
<tr>
<td>[September 4-February 21]</td>
<td>[January 14-February 21]</td>
</tr>
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</table>

The Admissions Office hours for the MAR Review are 8:00 a.m. – 6:00 p.m. Monday through Thursday. Please note that only one counselor is available after 5:00 p.m.

The review is done on a walk-in basis and no appointment is necessary. The Admissions Office is located in the Robert L. Strickland Center (formerly Oak Grove Center), room 2361.

Please do NOT bring in college transcripts the day you come to complete your MAR review, as the Admissions Office is not the office responsible for transcript evaluations. Official transcripts should be submitted 5-7 business days prior to coming in to do a MAR review to allow the Records Office time to evaluate for possible transfer credit.

*MAR Reviews will not be conducted August 14-24, September 3, October 8-12, November 12, November 19-23, December 17–January 11, and January 21.

IMPORTANT: Completion of the MAR Review is mandatory before you will be eligible to take the TEAS or be considered for selection into the program. Failure to complete the MAR Review in a timely manner could impact your ability to complete the TEAS at Forsyth Tech by the deadline!

Reminder: MAR reviews are not conducted on Fridays.
PHASE IV: TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)

Once the MAR Review has been completed, applicants will receive information to schedule the TEAS. This test assesses how well a student is academically prepared for learning nursing-related content. TEAS scores are valid for 2 years. Forsyth Tech will accept TEAS scores if taken at another school. It is the applicant’s responsibility to submit a copy of the scores to the Admissions Office by the deadline date. Detailed information regarding the TEAS is included at the end of this packet. **See the FAQ section**

An applicant must test and meet the required 60% or higher on the Total Score to be eligible for consideration. A minimum score of 60% does not guarantee acceptance into the ADN program.

**IMPORTANT:** You must complete the TEAS by the deadline date in order to be considered for selection.

PHASE V: RANKING AND SELECTION

When the MAR Review and TEAS score requirements are met, qualified applicants are ranked using a point system.

1. **Related Courses**

   Points are awarded for specific course grades completed by the deadline. Grade points are valued as follows: A = 4 points, B = 3 points, C = 2 points. These points are then multiplied by the credit hours for each course. For example; ENG 111 (3 credit hours) with a grade of B (3 points) gives a student 9 total points for that course. AP credit is based upon the individual scores as follows: 5=A=4 points, 4=B=3 points and 3=C=2 points. No AP credit is awarded for a score of 2 or lower. **Please note that if a course is repeated, the most recent grade earned will be used in the ranking. The no “D/F” policy applies, please refer to page 3.**

<table>
<thead>
<tr>
<th>Related Courses</th>
<th>Course Names</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>BIO 168 or 165</td>
<td>Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 169 or 166</td>
<td>Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 110 *</td>
<td>Intro to Computers</td>
<td>3</td>
</tr>
<tr>
<td>ENG 111</td>
<td>Writing and Inquiry</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112 or ENG 114</td>
<td>2nd level English course</td>
<td>3</td>
</tr>
<tr>
<td>PSY 150</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 241</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts</td>
<td><strong>(See specific list below)</strong></td>
<td>3</td>
</tr>
</tbody>
</table>

*Students admitted into the spring 2019 ADN Program will be required to complete CIS 110 as a graduation requirement and MAR points will be awarded for spring 2019 ADN applicants. Students admitted into the fall 2019 ADN Program will not be required to complete CIS 110, Introduction to Computers, as a graduation requirement, and MAR points will not be awarded for fall 2019 ADN applicants.

**ART 111, ART 114, ART 115, MUS 110, MUS 112, HUM 115, PHI 215 or PHI 240. You must have one of these specific courses to meet the humanities/fine arts elective requirement for ADN.

Only courses completed by the deadline will be used for ranking. Courses must be completed with a “C” or better. There are no age limitations for BIO 165/166 or BIO 168/169. The computer course has a 10-year age limitation.
To qualify for ranking points and transfer credit, courses must satisfy the required semester hours and descriptions. Please note that BIO 165 & 166 must be completed at the same college or university to transfer. Applicants completing BIO 168 & 169 are not restricted to taking both anatomy/physiology courses at the same college or university.

Please note that if a course is substituted for MAR points, it does not guarantee that it will count towards graduation. Admitted students must confirm the course substitution with their program department chair during their first semester in the program.

2. **TEAS Total Score**

An applicant must test and meet the required minimum 60% or higher Total Score on the TEAS. This score will be used as part of the ranking process.

3. **Total Points for Ranking and Selection**

Adding the grade points for any related courses completed and the TEAS Total Score will determine the total ranking score used in the selection process. The 72 applicants with the highest ranked scores will be admitted each spring and fall. In the event of a tie, the applicant with the higher Science Score on the TEAS will be ranked higher. An alternate list will be maintained in ranking order. Alternates will only be admitted if a space becomes available.

Applicants not admitted to the spring program must reapply and complete a MAR Review for consideration to the fall program. Applicants not admitted to the fall program must reapply, complete a new Nursing Information Session and MAR Review for future consideration.

**Accepted student data from the previous 3 years**

Please note that the data below is for informational purposes only! Points and criteria vary each year. It is in a student’s best interest to accumulate as many points as possible to be as competitive as possible.

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of qualified applicants</th>
<th>Point range of accepted students</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>Spring - 126, Fall - 149</td>
<td>Spring 147 - 182.7, Fall 150.7 - 180</td>
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<tr>
<td>2017</td>
<td>Spring – 141, Fall - 170</td>
<td>Spring 145.7 – 193.3, Fall 149.3 – 187.3</td>
</tr>
<tr>
<td>2016</td>
<td>Spring – 137, Fall - 124</td>
<td>Spring 144.3 – 180, Fall 141.3 - 176.3</td>
</tr>
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Please note beginning fall 2019 the point range of accepted students is expected to be reduced due to the elimination of CIS 110, Introduction to Computers, from the curriculum.
FALL 2018 HIGH SCHOOL SENIORS RANKING AND SELECTION PROCESS

When the MAR Review and TEAS score requirements are met, all current high school seniors will be ranked using the following:

1. Overall weighted GPA. A transcript must be submitted after completion of the first semester of the senior year to reflect the most current GPA.
2. TEAS Total Score
3. Weighted grades in specific high school courses that are completed at time of MAR
   - Algebra II
   - Anatomy/Physiology
   - Biology
   - Chemistry
   - Physics
   - Health Science/Health Occupations/Medical Careers

Grade points are valued as follows:

   Honors/AP Courses:   A = 5 points, B = 4 points, C = 3 points
   Standard Courses:    A = 4 points, B = 3 points, C = 2 points

Adding the cumulative weighted GPA, total weighted course points, and the TEAS Total Score produces the total ranking score.

Five seniors with the highest ranked scores will be admitted in the fall semester only. In the event of a tie, the applicant with the higher Science Score on the TEAS will be ranked higher.

Currently enrolled high school applicants will only compete with other high school applicants.

Policy regarding Deferred Action Childhood Arrival (DACA) and Undocumented Students

Current NCCCS policy allows DACA and undocumented applicants to enroll at Forsyth Tech at the out of state tuition cost. However, acceptance to the college does not guarantee acceptance to a specific program.

DACA students are eligible to apply to an Allied Health/Nursing program.

Undocumented students are not eligible for consideration to Allied Health or Nursing programs. According to North Carolina and Federal law, undocumented students are not eligible for North Carolina professional licensure.

This policy is subject to change without notice based upon federal and state regulations.
Additional Nursing Department Requirements for Students Admitted into the ADN Program

If you have questions regarding these additional requirements, please direct them to the Nursing Department.

The deadline for spring applicants to have CNA I and CPR certifications completed and to be listed on the NC Nurse Aide I Registry is **November 1, 2018.**

The deadline for fall applicants to have CNA I and CPR certifications completed and to be listed on the NC Nurse Aide I Registry is **June 3, 2019.**

It is **strongly recommended** that you begin working on these certifications/documents as soon as possible to meet the deadline, as your admission to the ADN program will be rescinded if you do not meet the stated deadline above, and you will have to reapply for a future term. The CNA and CPR certifications are required by the Nursing Department.

**CNA I**

Completion of a North Carolina approved Nurse Aide I Training Program is required for students who have been admitted into the ADN program. The NC Department of Health Service Regulation require that you complete a State approved training program. Challenging of the NC state CNA I exam is no longer allowed. You can find a list of approved programs by going to the following link: [http://www.ncdhhs.gov/dhhs/hcpr/pdf/trainingprograms.pdf](http://www.ncdhhs.gov/dhhs/hcpr/pdf/trainingprograms.pdf). This course must include full theory and full clinical times as set forth by the Nurse Aide I training programs. Current NA I listing on the NC Nurse Aide I Registry is also required.

**CPR**

Completion of American Heart Association Health Care Provider/American Heart Association (BLS) is required for students who have been admitted into the ADN program

MAR Ranking points are **not** awarded for completion of CNA and CPR certifications.

For more information about CNA I and CPR classes, please contact our West Campus at 336-734-7023.

If you are unable to complete these requirements by the deadline, you will lose your seat in the program and will have to reapply for a future term. Students admitted into the ADN program will be given instructions from the Nursing Department on how to submit this documentation.

**Student Medical Form**

Completion of the student medical form is required for those students who are admitted into the ADN program, and the deadline as set by the Nursing Department must be met. The required medical form is located on the following link: [https://www.forsythtech.edu/files/credit-programs/Student%20Medical%20Form%20for%20New%20and%20Transfer%20Students.pdf](https://www.forsythtech.edu/files/credit-programs/Student%20Medical%20Form%20for%20New%20and%20Transfer%20Students.pdf)

Please note: Instructions on how to submit this form will be provided by the Nursing Department upon admission into the program.
TEAS: A Guide to Student Success

Student success before, during, and after the nursing programs at Forsyth Tech is your goal as well as for the faculty and staff at our college. Success refers to academic achievement, personal and professional goal attainment, and well-being. Preparation and advisement are key components on the road to success for all students.

To better ensure your success, the nursing faculty has adopted a program that has been demonstrated to assist you in meeting your goals. Part of the success program requirements is an assessment of essential academic skills. The assessment is known as Test of Essential Academic Skills (TEAS), a product of the Assessment Technologies Institute (ATI). The TEAS measures basic skills in the domains of reading, mathematics, science, and English language usage.

In order to help assist you in being successful on the TEAS, the college offers ACA 085 – Improving Study Skills, a 1-credit hour course. ACA 085 is offered as an 8-week, web-based (online) course so you can complete the course anywhere you have internet access. ACA 085 provides an opportunity to review basic skills on the four domains of the TEAS and offers practice tests. Completion of ACA 085 does not grant eligibility to take the TEAS nor does it grant points towards ranking.

TEAS study books are located on reserve for review in the following locations: Main Campus library (Ardmore building), Stokes County Office (Danbury), Grady Swisher Center (Kernersville), and Mazie Woodruff Center (Carver Road, Winston-Salem).

TEAS study manual and practice tests is available for purchase from our college bookstore, or through ATI online at www.atitesting.com.

Frequently Asked Questions

1. When am I eligible to take the TEAS?
   Only after you complete the MAR Review.

2. What are the basic steps to scheduling the TEAS?
   You will receive information regarding the TEAS during your MAR Review. The test is given on Main Campus. You will receive dates, times, and the location for the TEAS by the TEAS Coordinator. Go to the Cashier’s Window (2nd floor of the Allman Center) and pay the test fee prior to testing. On your test day, you must show the receipt of your TEAS payment along with a photo ID (driver’s license or student ID).

   PLEASE NOTE: The test proctor cannot accept payment!

3. How and when do I find my score?
   At the completion of your computerized test, you will be given instructions on how to access your score. You will be provided a copy of your score at that time.

4. Is the test computer-based?
   Yes. A paper and pencil test is available only for students with documented disabilities requiring this accommodation.
5. *What if I have a documented learning disability with accommodations?*

When you call the TEAS Coordinator to schedule your test, you must indicate that you have documented accommodations through Forsyth Tech’s Disability Services. Any accommodations must be confirmed by Disability Services and the TEAS Coordinator must be notified prior to your test date. Questions regarding accommodations can be directed to Disability Services in Robert L. Strickland Center (formerly Oak Grove Center), Room 2423. The TEAS Coordinator will provide test accommodations according to those guidelines confirmed by Disability Services.

6. *Can I take the test more than once?*

You will be allowed 3 attempts to meet the minimum Total Score. After the second attempt, if you do not achieve the minimum score, then you must wait 8 weeks to reschedule your final attempt. During this time, you are encouraged to enroll in ACA 085 or remediate on your own. If you are unsuccessful after the third attempt, you must wait one year from the date of your last attempt to be eligible to resume the TEAS testing process. You will need to reapply for the program, and complete a Nursing Information Session and MAR Review.

7. *How long is my score valid?*

Two years from the date you took the test.

8. *If I want to improve my score, can I repeat sections of the TEAS?*

No, you must take the entire test each time.

9. *What is the required score for admission into the ADN program?*

Students must meet the required minimum 60% Total Score. This score will be recorded as part of the admissions ranking score.

10. *What do I do if my score was below the 60% Total Score or I want to increase my score in order to be more competitive for admission?*

- Review your TEAS results to identify areas in which you need to improve your score.
- Enroll in ACA 085, a one-credit course designed to assist students to remediate specifically on areas of TEAS using a web-based tutorial program, PLATO. This program will allow you to review your basic skills and test in each area for competency.
- Review the TEAS study manual located in the campus libraries, or purchase your own copy.
- Purchase the online TEAS practice assessment and check your score prior to retesting. ATI’s website is www.atitesting.com.

11. *Will Forsyth Tech accept TEAS scores taken at another school?*

Yes. A copy of the Individual Performance Profile sheet must be submitted to the Admissions Office by the application deadline.
Forsyth Technical Community College
Paul M. Wiles School of Nursing

Technical Standards
(Functional Abilities Essential for Nursing Practice)

The purpose of the School of Nursing is to educate students to meet the program outcomes and to ensure that no graduate will pose a danger to the patient. Nursing students will receive both classroom and clinical instruction in multiple nursing specialty areas (Medical/Surgical, Maternal/Child, Pediatric, Mental Health, etc.) and will be required to demonstrate competency in each area.

In order to provide safe and effective patient care in the Paul M. Wiles School of Nursing, the student must be able to demonstrate, with or without reasonable accommodation, physical, cognitive, and behavioral abilities required for satisfactory completion of all aspects of the program curriculum and clinical agency requirements.

Students admitted to the Paul M. Wiles School of Nursing gain experience in many settings that can be physically demanding, e.g., hospitals, long term care facilities, public health and community agencies, school settings and clinics. During each clinical experience, the nursing student is assigned clinical care which may include medication administration and direct patient care. Students will be expected to adhere to the Health Insurance Portability and Accountability Act (HIPAA) of 1996 which safeguards patient confidentiality.

Transportation to and from health care facilities is the responsibility of the student.

Please carefully read the Paul M. Wiles School of Nursing Technical Standards:

Observation

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
</tr>
</thead>
</table>
| Visual             | Normal or corrected visual ability sufficient for accurate observation and performance of nursing care | □ See objects up to 20 feet away  
□ Read and interpret the electronic medical record and/or associated paper medical records.  
□ Visual acuity to read calibrations on 1 ml syringe  
□ Assess skin color (cyanosis, pallor) |
| Hearing            | Auditory ability sufficient for physical monitoring and assessment of patient health care needs | □ Hear normal speaking level sounds  
□ Hear auscultatory sounds  
□ Hear auditory alarms (monitors, fire alarms, call bells)  
□ Hear cries for help |
| Smell              | Olfactory ability sufficient to detect significant environmental and patient odors | □ Detect odors from patient (foul smelling drainage, alcohol breath)  
□ Detect smoke |
| Tactile            | Tactile ability sufficient for physical monitoring and assessment of health care needs | □ Feel vibrations (pulses)  
□ Detect temperature changes  
□ Palpate veins for cannulation |
## Communication

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
</tr>
</thead>
</table>
| Communication      | Oral communication skills sufficient to communicate in English with accuracy, clarity and efficiency with patients, their families and other members of the health care team, including non-verbal communication, such as interpretation of facial expressions, affect and body language | □ Give verbal directions to or follows verbal directions from other members of the healthcare team and participate in health care team discussions of patient care  
□ Elicit and record information about health history, current health state and responses to treatment from patients or family members  
□ Convey information to patients and others as necessary to teach, direct and counsel individuals in an accurate, effective and timely manner  
□ Recognize and report critical patient information to other caregivers |

## Motor Function

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
</tr>
</thead>
</table>
| Gross Motor Skills | Gross motor skills sufficient to provide the full range of safe and effective patient care activities | □ Move within confined spaces such as treatment room or operating suite  
□ Assist with turning and lifting patients  
□ Administer CPR and maintain current certification. |
| Fine Motor Skills  | Fine motor skills sufficient to perform manual psychomotor skills | □ Pick up and grasp small objects with fingers such as insulin syringe, pills  
□ Perform tracheotomy suctioning, insert urinary catheter. |
## Behavioral and Social

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emotional/Behavioral</td>
<td>Emotional stability and appropriate behavior sufficient to assume responsibility/accountability for actions</td>
<td>□ Establish rapport with patients, instructors and colleagues.</td>
</tr>
<tr>
<td></td>
<td>Present professional appearance and demeanor; demonstrate ability to communicate with patients, supervisors, co-workers to achieve a positive and safe work environment.</td>
<td>□ Respect and care for persons whose appearance, condition, beliefs and values may be in conflict with their own</td>
</tr>
<tr>
<td></td>
<td>Follow instructions and safety protocols</td>
<td>□ Deliver nursing care regardless of patient’s race, ethnicity, age, gender, religion, sexual orientation or diagnosis</td>
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<tr>
<td></td>
<td>Honesty and integrity beyond reproach</td>
<td>□ Conduct themselves in a composed, respectful manner in all situations and with all persons</td>
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<tr>
<td></td>
<td></td>
<td>□ Work with teams and workgroups</td>
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<td></td>
<td></td>
<td>□ Establish and maintain therapeutic boundaries</td>
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<td></td>
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<td>□ Demonstrate emotional skills to remain calm and maintain professional decorum in an emergency/stressful situation</td>
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<td></td>
<td>□ Demonstrate prompt and safe completion of all patient care responsibilities</td>
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<td></td>
<td></td>
<td>□ Adapt rapidly to changing environment/stress</td>
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<td>□ Exhibit ethical behaviors and exercise good judgment</td>
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<td>Professional Attitudes and Interpersonal Skills</td>
<td>Adapt to Nursing Department course scheduling policy</td>
<td>□ Available to work the hours of an assigned schedule which could include any shift and day of the week</td>
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<tr>
<td>Flexibility</td>
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13
### Intellectual, Conceptual, and Quantitative Abilities

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
</tr>
</thead>
</table>
| **Cognitive/Quantitative Abilities**| Reading comprehension skills and mathematical ability sufficient to understand written documents in English and solve problems involving measurement, calculation, reasoning, analysis and synthesis | □ Calculate appropriate medication dosage given specific patient parameters  
□ Analyze and synthesize data and develop an appropriate plan of care  
□ Collect data, prioritize needs and anticipate reactions  
□ Transfer knowledge from one situation to another  
□ Accurately process information on medication containers, providers' orders, equipment calibrations, policy and procedure manuals, and medical records |
| **Conceptual/Spatial Abilities**    | Conceptual/spatial ability sufficient to comprehend three-dimensional and spatial relationships | □ Comprehend spatial relationships in order to properly administer injections, start intravenous lines, assess wounds of varying depths |
| **Clinical Reasoning**             | Ability to reason across time about a patient’s changing condition       | □ Evaluate patient or instrument responses, synthesize data, draw sound conclusions                                 |

### Physical Ability

<table>
<thead>
<tr>
<th>Functional Ability</th>
<th>Standard</th>
<th>Examples of Required Activities</th>
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</thead>
</table>
| **Physical Endurance**           | Physical stamina sufficient to remain continuously on task for up to a 12- hour clinical shift while standing, sitting, moving, lifting, and bending to perform patient care activities | □ Walk/stand for extended periods of time; turn, position, and transfer patients  
□ Manually resuscitate patients in emergency situations |
| **Physical Strength**            | Physical strength sufficient to perform full range of required patient care activities              | □ Push and pull >100 pounds  
□ Lift/move heavy objects from 35 – 50 pounds |
| **Mobility**                     | Physical ability sufficient to move from room to room and maneuver in small spaces; full range of motion to twist/bend, stoop/squat, reach above shoulders and below waist and move quickly; manual and finger dexterity; and hand-eye coordination to perform nursing activities | □ Move around in work area and treatment areas. Position oneself in the environment to render care without obstructing the position of other team members or equipment |