



**Danville Campus and Leestown Campus  
Practical Nursing Program: Admission and Program Information**

**Admission Information/Guidelines**

Contact Bluegrass Community & Technical College (BCTC) Admission's Department to obtain an application for admission form or access the form on-line. Complete the application requirements and submit the documents in an application envelope to any of the admission's offices of BCTC. **Admission to the college does not guarantee admission to the Practical Nursing (PN) Program.** An admissions committee, appointed for this purpose, will select the students for the Practical Nursing Program. Only applicants who have met all the program admission requirements will be considered. The PN program admits new students each fall and spring semester. The **deadline to apply for the fall semester is March 1<sup>st</sup> by the end of the business day and the deadline to apply for the spring semester is November 1<sup>st</sup> by the end of the business day.** **The process for applying is in a "Complete Application Packet" format.** Applicants must submit all documents required for application in **one envelope** to be considered for the program. Even if a person has applied before and/or are currently enrolled, all documents will need to be resubmitted to one of several locations: 1) The Office of Admissions (Cooper Campus) 200 Oswald Building; 2) The One Stop Student Service Center (Leestown Campus), Building C; 3) The Lawrenceburg campus; or 4) The Danville campus in order to be considered for admission. Only complete packets will be processed and considered for the program.

- **DANVILLE APPLICANTS:** Call or email Evelyn Grigsby, Practical Nursing Coordinator-Danville Campus – Phone: (859) 246-6882 or e-mail [evelyn.grigsby@kctcs.edu](mailto:evelyn.grigsby@kctcs.edu)
- **LEESTOWN APPLICANTS:** Call or e-mail Melinda Greenlese, Practical Nursing Coordinator—Leestown Campus - Phone: (859) 246-6734 or e-mail [melinda.greenlese@kctcs.edu](mailto:melinda.greenlese@kctcs.edu)

**Applicants must follow the process below and turn in an envelope with all of the documents listed:**

- Create a Selective Admissions System account at this web site <https://legacy.bluegrass.kctcs.edu/forms/sas/login.php>. Once an active account is obtained an applicant can print a program checklist to begin the process. **Applicants must submit the checklist with the packet.**
- Students who are currently enrolled in classes at BCTC must submit a complete packet of all documents listed. Applicants who are not currently enrolled in classes at BCTC must fill out an application for admission and a complete packet of all documents.
- Official high school transcript or official passing GED scores. Transcripts must show a date of graduation. This is also required for students with college course work.
- Official scores of the American College Test (ACT), Scholastic Assessment Test (SAT), or the COMPASS exam. This is also required for students with college course work. It is advised that these scores not be older than 6 months. This is not required, only advised. Applicants earn ranking points based on the results of these tests. The higher the scores, the higher the number of ranking points earned. This will be explained in more detail in a pre-admission conference.
- Official transcripts of all post-secondary education attempted. Transcripts must be submitted from EACH college or university previously attended and must show every period of enrollment. Transcripts from the Kentucky Community and Technical College System do not need to be submitted.
- In order to be considered for admission to the Practical Nursing (to become an LPN) Program, each applicant must attend a mandatory preadmission conference with the Program Coordinator or a designated practical nursing faculty member. Please refer to the preadmission conference website for further information.

- To check on the status of your application you will need to login to your Selective Admissions System account.

### **Practical Nursing Program Information**

The Practical Nursing Program, approved by the Kentucky State Board of Nursing, combines classroom instruction with hands-on skill labs and supervised clinical instruction in local health care and/or other community facilities. Graduates who meet the program’s academic and the Kentucky Board of Nursing requirements may apply to the National Council Licensure Exam (NCLEX) to become licensed practical nurses (LPNs). Following successful completion of the Practical Nursing Program and NCLEX-PN, the graduate will:

- Assume the role of a competent, caring practical nurse in a variety of settings
- Use the human caring phenomena and the nursing process in providing nursing care;
- Demonstrate self-direction and responsibility for maintaining nursing competence by pursuing personal and professional development;
- Communicate effectively with all members of the health care team; and
- Demonstrate accountability of practice with adherence to ethical and legal standards of the profession.

### **Mission**

The mission of the Practical Nursing Program is to prepare students to provide nursing care commensurate with the knowledge and skills required by the scope of practice of the licensed practical nurse as defined by the Kentucky State Board of Nursing.

### **Program of Study**

Length of program: 3 Semesters: 49-57 credit hours,

Hours of program: daytime classroom hours, no summer nursing classes, clinicals may be evenings, days, and may include weekends

### **Pre-requisites**

*Digital Literacy	<b>CIT 105 or equivalent course to satisfy digital literacy requirement as defined by KCTCS. ( 3 credit hour course) Class must be completed with a course grade of at least a 2.0 (C)</b>	0-3 credits or successful completion of IC3 (special exam for digital literacy credit)
*Medicaid Nurse Aide (MNA100) or Nursing Assistant (NAA100) or Equivalent course (coordinator will determine)	Must have active status on the Kentucky Medicaid Nurse Aide Registry or successful completion of an MNA, NAA ( or equivalent course within the past three years prior to entering NPN 100, NPN 105, and NPN 110. Proof may be provided through a transcript, proof of class completion if no transcript or active status statement from the Kentucky Board of Nursing (KBN) web site. An active status statement can be obtained, without cost, from the KBN website <a href="https://secure.kentucky.gov/kbn/bulkvalidation/basic.aspx">https://secure.kentucky.gov/kbn/bulkvalidation/basic.aspx</a> )	0-3 credits
*CPR (cardiopulmonary resuscitation) for the Healthcare Professional (CPR100)	CPR100 or equivalent course (American Heart Associations – BLS for Health Care providers is the only course that will be accepted). If completed online, proof of demonstration of skills in person must be provided. Only an online class with in person skills demonstration will be accepted.	0-1 credits

**\*These three requirements are pre-requisites and proof of meeting these must be provided.**

### **Progression Policy**

A student who receives two grades of “W”, “E” or “D” in any of the required nursing classes (NPN) may not continue or progress in the program. The student may reapply as a new student and if accepted must repeat all practical nursing courses previously taken. This policy applies to students who fail or withdraw from the same practical nursing course two times, to students who fail or withdraw from two different nursing courses while in the program and to students who fail or withdraw from two nursing courses during the same semester. Transfer applicants with two prior practical nursing course failures or withdrawals may not be admitted to the program as transfer students but may apply as new students.

A student who receives a grade below a “C” in any of the required general education classes may not continue or progress in the program, but may apply for readmission upon meeting the grade requirement for the class.

**BCTC DANVILLE AND LEESTOWN CAMPUSES PN PROGRAM CURRICULUM**

<b><u>COURSE #</u></b>	<b><u>DESCRIPTION SEMESTERS</u></b>	<b><u>CREDIT HOURS</u></b>
<b>Students must maintain at least a “C” grade in each course required in the term in order to progress in the program. NPN courses may require clinical rotations. Clinicals may include days, evenings, nights, and/or week-ends.</b>		
AHS 100 or PSY110 & PSY 223 (if taking the PSY 110 & PSY 223 both must be completed with at least a course grade of a C (pre or co-requisite of semester I of the PN program)	AHS 100 Human Growth & Development (2 credits) or PSY 110 General Psychology & PSY 223 Developmental Psychology (3 credits each)	2-6
BIO 135 or BIO 137 & BIO 139 (if taking the A & P part I & part II BIO courses, both must be completed with at least a course grade of a C (pre or co-requisite of semester I of the PN program)	Human Anatomy & Physiology I with Lab, BIO 137 &* BIO 139 Human Anatomy & Physiology II with lab (4 credits each) or BIO 135, Basic Human Anatomy & Physiology with Lab (4 credits) <b>If taking BIO 135 or BIO 137 &amp; 139 ( 3 years prior time limit for BIO 139 and BIO 135)</b>	4-8
ENG 101 or COM 181 or COM 252	ENG 101 Writing I or COM 181 Basic Public Speaking or COM 252 Introduction to Interpersonal Communications (3 credits each) Must be completed with a course grade of at least a 2.0 (C) <b>prior graduation.</b>	3
NPN 100	Introduction to Nursing—Semester I	2
NPN 105	Development of the Care Giver---Semester I	6
NPN 110	Pharmacology I—Semester I	2
NPN 201	Child Bearing Family—Semester II	3
NPN 125	Mental Health Concepts---Semester II	3
NPN 130	Pharmacology II—Semester II	3
NPN 135	Introduction to Health Deviations---Semester II	6
NPN 200	Med/Surg I—Semester III	5
NPN 205	Med/Surg II—Semester III	5
NPN 215	Nursing Trends and Issues—Semester III	1
NPN 210	Clinical Practicum ( <b>Final 5-6 weeks of semester III, hours may include evenings, nights and/or week-ends</b> )	4
<b>TOTAL</b>		<b>49-57 credits</b>

Requirements are subject to change under the direction of BCTC, KCTCS and/or approval from the Kentucky Board of Nursing.

**Technical Standards**

Nursing at the technical level involves the provision of direct care for individuals and is characterized by the application of verified knowledge in the skillful performance of nursing functions. All students require:

1. Sufficient visual acuity, such as is needed in preparation and administration of medications, and for the observation necessary for patient assessment and nursing care;
2. Sufficient auditory perception to receive verbal communication from patients and members of the health care team and to assess health needs of people through the use of monitoring devices such as cardiac monitors, stethoscopes, IV infusion pumps, Dopplers, fire alarms, etc.;
3. Sufficient gross and fine motor coordination to respond promptly and to implement the skills, including the manipulation of equipment required in meeting health needs;

4. Sufficient communication skills (speech, reading, writing) to interact with individuals and to communicate their needs promptly and effectively, as may be necessary in the individual's interest; According to KAR 314.051 (1)(c) An applicant for a license to practice as a licensed practical nurse shall file with the board a written application for a license verified by oath, that the applicant: Is able to understandably speak and write the English language and to read the English language with comprehension and;
5. Sufficient intellectual and emotional functions to plan and implement care for individuals.

**Program Requirements—Requirements must be met or the student will be dropped from the program. After admission to the program, all students—Leestown and Danville campuses must provide copies of the following by the deadline and date time requested:**

1. **Submit proof of current CPR for Health Care Providers as outlined on previous page**
  - CPR status must remain current while the student is enrolled in the Practical Nursing Program.
2. **Submit proof of the following:**
  - a) Documentation of a MMR vaccine or a positive titer (this is a blood test that shows immunity) for Mumps, Rubella and Rubeola. If the titer is non-reactive or negative, then a MMR vaccine must be taken **or** documentation by a physician of having rubeola, rubella, and mumps diseases. If born in 1957 or later: two MMR vaccinations since the age of one, or documentation by the individual's physician that he/she has had mumps, measles, and rubella or positive titers for mumps, measles, and rubella.
  - b) **Hepatitis B vaccine recommended**
  - c) **Flu vaccine required**
  - d) **Proof of immunity to varicella (chicken pox)**  
Positive antibody titer or Immunization with varicella vaccine. Full immunization requires a series of two vaccinations or a booster.
  - e) **Proof of a negative 2-step tuberculosis (TB) skin test or proof of no active tuberculosis**  
Annual TB screening is required while the student is enrolled in the Practical Nursing Program. The negative PPD must be within the last six months before the start of the clinical. If positive, a written statement from a physician that the individual does not have active TB is required
  - f) **Tdap (good for 10 years from date given)**
3. **Successful completion of a Medicaid Nurse Aide or equivalent course within the past three (3) years or proof of active status on the Medicaid Nurse Aide Registry. The PN coordinator will review all requests for an equivalent course and determine if the course taken meets the PN nurse aide requirement.**
4. **Successful completion of a 3 credit hour computer literacy course with a minimum grade of a "C." or successful completion of a test out option.**
5. **Professional liability insurance purchased through college**
6. **Background check:**  
Clinical facilities where students practice will have access to student background checks and have the right to deny student placement for offenses in addition to those listed below. Students denied a clinical placement cannot meet the requirements of the program. The following background check histories will ***disqualify*** an individual from participation in clinical rotations.
  - Felony convictions
  - Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical assault or sexual abuse, etc.)
  - Misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.)
  - Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances, and
  - Registered sex offenders
7. **Urine drug screen (Leestown students only)**

### **Kentucky State Board of Nursing (KBN) Criminal Convictions Regulation**

The Kentucky Administrative Regulation 201 KAR 20:370 authorizes the Kentucky Board of Nursing to deny, limit, revoke, suspend, or take other action against an applicant or licensee who is guilty of the offenses or conduct specified in KRS 314.091. Applications for licensure by examination are therefore reviewed by the KBN for eligibility. Candidates for licensure by examination may be denied application in relationship to the candidate's criminal conviction record. Copies of the board's information regarding this regulation may be obtained on the Kentucky Board of Nursing web site, <http://kbn.ky.gov>.