



MARICOPANURSING

Chandler-Gilbert | Estrella Mountain
GateWay | Glendale | Mesa
Paradise Valley | Phoenix | Scottsdale

ADVANCED PLACEMENT INFORMATION & APPLICATION PACKET

for

PARAMEDIC APPLICANTS

Effective for Admissions
Spring and Fall 2016

MaricopaNursing Locations offering
Paramedic-to-RN Transition Courses:

Spring 2016	Fall 2016
<p>Mesa Community College 1833 West Southern Avenue Mesa, AZ 85202-4866 480.461.7106 http://www.mesacc.edu/</p>	<p>Paradise Valley Community College 18401 North 32nd Street Phoenix, AZ 85032-1210 602.787.6500 http://www.pvc.maricopa.edu/</p>

PARAMEDIC-TO-RN TRANSITION COURSES GENERAL INFORMATION

I. Maricopa Nursing Program Information:

Currently, nursing programs are available at eight of the Maricopa Community Colleges which comprise the Maricopa Nursing consortium. Clinical experiences are provided in a variety of healthcare settings. Completion of the nursing courses and general education degree requirements and subsequent posting of the degree provides eligibility for students to apply for licensure as registered nurses. Licensing requirements are the exclusive responsibility of the State Boards of Nursing.

The Nursing Programs are approved by the Arizona State Board of Nursing, 4747 N. 7th St. Suite 200, Phoenix, AZ 85014, 602.771.7800 and accredited by the National League for Nursing Accrediting Commission (NLNAC), 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326, and 404.975.5000.

II. Occupational Information:

The Bridge Program will be offered at Mesa Community College in spring and at Paradise Valley Community College in fall annually. This program consists of up to 9 credits and includes on-line components, in-class sessions, and structured clinical experiences in local hospitals and medical centers.

The Bridge Program offers experienced paramedics a pathway to advanced placement into the Maricopa Nursing Program. Successful completion of the Bridge Program will meet eligibility requirements for Advanced Placement application into the second or third semester of the Nursing Program. For admission the student must complete the Advanced Placement Application Packet for Paramedic Applicants available at the college advisors office or at <http://nursing.maricopa.edu>. The Bridge Program is valid for nine (9) months after completion.

Graduates receiving an Associate in Applied Science (A.A.S.) in Nursing degree are eligible to apply for licensure as a Registered Nurse (R.N.). The R.N. is educated as a generalist who delivers health care to clients and family groups and has competencies related to the art and science of nursing. The R.N. may be employed in a variety of acute, long-term, and community-based health care settings. Registered Nurses function within the legal scope of practice and use professional standards of care when caring for clients and families across the life span. The degree provides the graduate with an educational foundation for articulation into the University setting.

III. Cost Estimate for a Maricopa Nursing Program*

Tuition/Course fees (up to 74 credits x \$84.00; Maricopa County Resident)	\$6,216.00
Course Fee Estimate	918.00
Text & Electronic Resource Estimate	Cost will Vary 1,200.00
Fingerprint Clearance Card	Cost will Vary 70.00
Background Check, Drug Screen	Cost will Vary 150.00
Clinical Placement registration	Cost will Vary 50.00
Uniform and Clinical Supplies	Cost will Vary 200.00
Immunizations/Health Requirements	Cost will Vary 300.00
Total Estimated Cost of the Maricopa Nursing Program	\$ 9,104.00

*Cost estimate is for the total number of credits for the nursing courses in all 4 Blocks. Total credits will depend upon the Block of placement. Fees are subject to change by the Governing Board of the Maricopa County Community College District.

IV. Eligibility for Licensure:

Students completing graduation requirements for the Associate in Applied Science degree in Nursing are eligible to apply for licensure as registered nurses through the AZBN. Licensing fees and requirements are determined by and are the sole responsibility of the AZBN. Approximate cost of application fees, testing fees, and fingerprinting is approximately \$550.00. Contact: Arizona State Board of Nursing at <http://www.azbn.gov> or 602-771.7800.

Applicants for licensure in Arizona must provide evidence of citizenship or nationality. Licensure fees and requirements are determined by and are the sole responsibility of the State Boards of Nursing. For all questions about eligibility for licensure and the documents required showing eligibility, contact the Arizona State Board of Nursing <http://www.azbn.gov> or 602-771-7800.

MARICOPANURSING CONTACT INFORMATION

Web Page: www.nursing.maricopa.edu

E-mail for general questions: nursing@domail.maricopa.edu

Hot line for general questions: 480.731.8264

Advisement: Following review of the Paramedic Information and Application Packet, see an Advisor for Nursing or Admissions Officer at the college of anticipated participation.

Time Frame	College	Advisor/Admission Officers	Phone Number	Email Address
Spring 2016	Mesa CC	Tuesdee Pfeiff	480-461-7208	tuesdee.pfeiff@mesacc.edu
Fall 2016	Paradise Valley CC	Dionna Johnson	602-787-7060	dionna.johnson@paradisevalley.edu

All applications for advanced placement into the Maricopa Community College District Nursing Program must be approved and signed by a Nursing Program Campus Director before the application is complete. Please call the contact numbers listed for questions about the process for approving transfer credits for nursing courses.

College	Nursing Director	Phone Number
Mesa Community College	Debbie Bitter	480-461-7262
Paradise Valley Community College	Nelly Peterson	602-787-7192

REQUIREMENTS FOR ADMISSION

- Advisement:** Applicants seeking admission to the Nursing Program must see an Advisor/Admission Officer for assistance in completing the application process. Applicants are encouraged to attend regularly scheduled Advisement Sessions prior to application submission. Some locations require attendance at the Advisement Session prior to a meeting with the advisor.– please check with individual colleges.
- Student Information Form:** Complete this form at the college of anticipated participation if you are a new student to the campus. This information is necessary for your transcript evaluation and registration for courses.
- High School graduation or GED** is required for the Associate in Applied Science degree in nursing. Applicants must signify they meet this requirement by signing the statement of High School graduation or on the application for the nursing program included in this packet.
- Transcripts:** Request that all official colleges/universities transcripts be sent to the Admissions Office at the college of anticipated participation. See an Advisor/Admission Officer to review transcript evaluation and to determine if Credit by Evaluation is required for vocational or non-credit courses or courses taken at non-accredited or non-MCCCD recognized institutions.
- Fingerprint Requirement:** Submit a current **Level One Fingerprint Clearance Card**. Any copies for your application will be obtained by the advisor after visual inspection of the original. See an advisor/admission officer or www.maricopa.edu/nursing/pdfdocs/FingerprintingInformation.pdf for information in applying for the card. Allow up to 12 weeks to receive the card.

6. **HESI Admission Assessment (HESI A2):** Applicants must take the HESI Admission Assessment (HESI A2) in order to be considered for placement. A score of 80% or higher in the English language composite score and a 75% in math must be completed within 24 months of application. The student fee for the HESI A2 is approximately \$40.00. Applicants may take the HESI A2 test up to 24 months prior to application. If you are unable to achieve the minimum score, you should obtain remediation before repeating the test. Applicants may retest after a 60 day period for a maximum of 3 times per 12-month period. Information on test preparation, test fee, and the guidelines for taking the test are available at <http://www.nursing.maricopa.edu/> web site under Prospective Students. The nursing director may deny acceptance of an application if an applicant violates the guidelines for taking the exam.

The HESI A2 Study Guide is available in selected college bookstores and libraries. These materials will assist you in preparing for the exam by reviewing math and reading skills.

7. **Copy of current, valid and unrestricted Arizona or National Paramedic Certificate,** or evidence of National Registry testing with original certification with current state certification.
8. **Letter from current/recent employer:** Applicants must provide employer documentation of at least one year paramedic work experience within the last three years.
9. **Transition Coursework completion:** Satisfactory completion of NURXXX Nursing Process and Science Transition provides eligibility for Advanced Placement admission to Block 2 of the MaricopaNursing AAS program of study.

All students must complete the above eight (8) items to be eligible to submit an Advanced Placement Application for entry to block 2 of the MaricopaNursing program of study. Students who are able to meet two additional requirements may gain eligibility for block 3 advanced placement:

10. **Additional Requirements to Gain Eligibility for Placement into Block 3:**

Pharmacology Requirement: Applicants must successfully complete a pharmacology course within the 12 months prior to application. Applicants may complete NUR187 Pharmacology and Medication Administration or NCE170 Pharmacology for Nurses to fulfill this requirement. Pharmacology courses are offered at selected sites.

HESI Maricopa Paramedic Transition Exam: This exam will be administered to all course participants near the end of the transition courses, and is included in the course fees for NURXXX. **Applicants achieving a score of 850 or higher will be eligible to request advanced placement entry into Block 3. Applicants can test only once to determine placement status. No other exam may be used to determine placement.** Test scores are accepted only if taken within the last six (6) months.

Important Information Regarding Registration for Nursing Courses:

During the admission and registration process, all students are required to apply for a background check (see Specifics for this background check at:

<http://www.nursing.maricopa.edu/BackgroundCheckRequirements.php>)

to verify identity, social security number, and that their name/names do not appear on the List of Excluded Individuals/Entities (LEIE) database. Once admitted, any student who becomes sanctioned or excluded while enrolled in the program will not be permitted to continue. The web site for additional information: <http://oig.hhs.gov/fraud/exclusions.html>. Students will receive specific instructions on completing the background checks during the registration process.

In addition, students will be required to submit a urine drug screen sample at some point during the orientation/admission process. Faculty will instruct the students in this process and students should NOT submit their own urine drug screen as it will not be accepted. Students will receive specific instructions on completing the background check and urine drug screen during the registration process.

11. General Education Course Requirements (Minimum grade required is a “C” or 2.0):

Prerequisites for Entry into Block 2		Credits
Minimum grade required is a “C” or 2.0 in the following courses:		
CHM130+130LL	Fundamental Chemistry or one year HS chem. with lab or one year high school chemistry	0 - 4
BIO201 (BIO156/181 or 1 yr. HS BIO)	Human Anatomy and Physiology I	4
ENG 101 or 107	First Year Composition	4
MAT 140, 141, 142	College Math or higher Mathematics	3
Additional Prerequisites for Entry into Block 3		
BIO202	Human Anatomy and Physiology II	4
PSY101	Microbiology	4
NUR187 or NCE170	Pharmacology & Med Administration II or equivalent within 12 months prior to application	0-1.5
CRE101	Critical and Evaluative Reading or Test Exempt	
Co-requisites Required for Graduation		
ENG102 or 108 (107)	First-Year Composition	3
BIO205	Microbiology	4
HUM	Humanities Elective	2
Additional Requirements for Paramedic to RN Applicants		
NURXXX	Transition from Paramedic to Nursing	9
MaricopaNursing Paramedic Transition Exam	Course Exit Exam Score Score 849 or below = Eligible for Block 2 Score 850 or above = Eligible for Block 3	
Credit by Evaluation for Vocational/Non-accredited/Non-credit PN Program		

Application Process

1. How to Apply:

- Applicants for advanced placement must have their transcripts evaluated by the admissions department at the college of **anticipated participation**. Have all official transcripts for the general education courses sent from your previous colleges and universities to the nursing department (MCC) or admission/advisement department (PVCC). Please complete a student information form prior to having your transcripts sent. (See college web site or apply in person).
- Complete the HESI Admission Assessment (HESI A2) and obtain a Level One Fingerprint Clearance Card.
- Once the advisor/admission officer verifies completion of the admission requirements specific to the requested Block, communicate with the Nursing Director to discuss placement options.
- Complete only one (1) application for advanced placement admission. The application is kept on file at the campus of anticipated participation.

2. **Where to Apply:** Submit the **Paramedic** Application to the nursing program advisor at the **college of anticipated participation**.

3. **When to Apply:** Completed applications may be submitted to the advisor/admissions office up to six months prior to anticipated program start date. Only complete applications will be accepted.

4. Notification of Admissions Status:

- Once your application is accepted, the applicant will be placed on a roster for placement into the transition courses. Further communication with the student will occur by e-mail or phone.
- Pending space availability, the applicant may be offered placement at the college of desired participation. Space is limited, and placement cannot be guaranteed. Campuses will notify the student by e-mail, phone, or mail.
- Applicants accepting placement within the specified time frame will receive a notification from the nursing department. The notification will contain details of registration and course participation. Only students with a complete Health and Safety Documentation Checklist, Health Care Provider Signature Form, and a “Pass” for MCCCDC Background Clearance will be registered. These items can be viewed/downloaded at: <http://www.nursing.maricopa.edu/AdmissionRequirements.php>
- Students may be placed on a waiting list, or be advised to contact the other college participating in the Transition courses for 2016.

ESSENTIAL INFORMATION FOR NURSING APPLICANTS

- **ZERO TOLERANCE POLICY:** All programs within MaricopaNursing supports a Zero Tolerance Policy for the following behaviors:
 - o Intentionally or recklessly causing physical harm to any person on the campus or at a clinical site, or intentionally or recklessly causing reasonable apprehension of such harm.
 - o Unauthorized use or possession of any weapon or explosive device on the campus or at a clinical site.
 - o Unauthorized use, distribution, or possession for purposes of distribution of alcohol or any controlled substance or illegal drug on the campus or at a clinical site.Nursing students engaging in this misconduct are subject to immediate dismissal from nursing classes and disciplinary action as described in the Student Handbook of the college.
- **HEALTH DECLARATION:** It is essential that nursing students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift patients, stand for several hours at a time and perform bending activities. Students who have a chronic illness or condition must be maintained on current treatment and be able to implement direct patient care. The clinical nursing experience also places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients’ lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program prior to making application. **All must provide documentation of compliance with all health and safety requirements required to protect patient safety.** Only students in compliance are permitted to enroll in nursing courses. Students will meet these requirements by providing the required documentation for the Health/Safety Requirements Documentation Checklist and the signed Health Declaration Form.
- **DRUG SCREENING:** All students are required to complete the urine drug screening procedure under the program account number, within the specified timeframe, and according to directions given at the time of notification. Only students in compliance with the screening guidelines, as reported by the Medical Review Officer (MRO), will be permitted to continue their enrollment in nursing courses.**
- **DUTY TO REPORT:** All students enrolled in nursing courses holding or receiving a certificate as a Nursing Assisting and/or license as a Practical Nurse must remain in good standing with the Board of Nursing. Students with certification and/or licensure from allied health regulatory boards are included under this provision. Students receiving any disciplinary actions against their certificate or license must notify the Nursing Director within five (5) school days. The Nursing Director reserves the right to restrict the student’s participation in clinical experiences and involvement in patient care until the certificate and/or license is valid and unrestricted and terms of the action are met and the action dismissed.
- **BACKGROUND CLEARANCES:** The Fingerprint Clearance Card must be a Level One and must remain current and valid throughout enrollment in the program. All nursing students must undergo a background check to verify identity,

social security number, and to show proof that they do not appear on the List of Excluded Individuals/Entities (LEIE) database. Any student who becomes sanctioned or excluded while enrolled in the program will not be permitted to continue in nursing courses.

- A Background Check is required for all nursing students who seek to begin MaricopaNursing or other campus nursing programs on or after September 1, 2011. This is the date new background check standards will be in effect. Additionally, students who have been admitted to a MCCCDC healthcare program or who are currently enrolled in one as of September 1, 2011 will be required to sign a MCCCDC Criminal Background Check Disclosure Acknowledgement form. These changes are necessary due to the fact that six of eleven of MCCCDC's largest clinical experience hospital partners have established stringent background check standards that preclude MCCCDC from assigning students to those sites who cannot meet those standards. In order for MCCCDC students to be able to continue to complete clinical experiences at local hospitals, students must meet these new standards. A student may be dismissed from the program and may receive a failing grade in the course based on the inability to place the student in a clinical facility.
- **WAIVER OF LICENSURE/CERTIFICATION GUARANTEE:** Admission or graduation from the Nursing Program does not guarantee obtaining a license to practice nursing. Licensure and subsequent procedures are the exclusive right and responsibility of the State Boards of Nursing. Students must satisfy the requirements of the Nurse Practice Act: Statutes, Rules and Regulations, independently of any college or school requirements for graduation. Pursuant to A.R.S. § 32-1606(B)(17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting this application. If you cannot prove that the absolute discharge date is five or more years, the Board cannot consider your application. All nurse applicants for licensure will be fingerprinted to permit the Department of Public Safety to obtain state and federal criminal history information. The Fingerprint Clearance Card required for application to the nursing program will not meet the requirements for certification or licensure through the State Board of Nursing. **Effective January 1, 2008** applicants for licensure in Arizona must provide evidence of citizenship or nationality. If there are any questions about eligibility for licensure and the documents required showing eligibility to apply for licensure, contact the Arizona State Board of Nursing <http://www.azbn.gov> or 602-771-7800.

*** With exception of Nicotine, a drug screen must be negative for all identified substances. Nicotine testing is currently a required component of the drug screening panel. Some specific healthcare agencies that host the MaricopaNursing students require a negative nicotine screen in order to participate in clinical experiences. If a screen is positive for nicotine as determined by the MRO, continuation in the Nursing Program is based on the availability of alternative sites and the ability to reassign the student to another facility that does not restrict nicotine.*

ESSENTIAL SKILLS AND FUNCTIONAL ABILITIES FOR NURSING STUDENTS

Individuals enrolled in MaricopaNursing must be able to perform essential skills. If a student believes that he/she cannot meet the standards without accommodations, the nursing program must determine, on an individual basis, whether reasonable accommodation can be made. The ultimate determination regarding reasonable accommodations will be based upon the preservation of patient safety.

Functional Ability	Standard	Examples Of Required Activities
Motor Abilities	Physical abilities and mobility sufficient to execute gross motor skills, physical endurance, and strength, to provide patient care.	Mobility sufficient to carry out patient care procedures such as assisting with ambulation of clients, administering CPR, assisting with turning and lifting patients, providing care in confined spaces such as treatment room or operating suite.
Manual Dexterity	Demonstrate fine motor skills sufficient for providing safe nursing care.	Motor skills sufficient to handle small equipment such as insulin syringe and administer medications by all routes, perform tracheotomy suctioning, insert urinary catheter.
Perceptual/ Sensory Ability	Sensory/perceptual ability to monitor and assess clients.	<ul style="list-style-type: none"> • Sensory abilities sufficient to hear alarms, auscultatory sounds, cries for help, etc. • Visual acuity to read calibrations on 1 cc syringe, assess color (cyanosis, pallor, etc). • Tactile ability to feel pulses, temperature, palpate veins, etc. • Olfactory ability to detect smoke or noxious odor, etc.
Behavioral/ Interpersonal/ Emotional	<ul style="list-style-type: none"> • Ability to relate to colleagues, staff and patients with honesty, civility, integrity and nondiscrimination. Capacity for development of mature, sensitive and effective therapeutic relationships. • Interpersonal abilities sufficient for interaction with individuals, families and groups from various social, emotional, cultural and intellectual backgrounds. • Ability to work constructively in stressful and changing environments with the ability to modify behavior in response to constructive criticism. • Negotiate interpersonal conflict • Capacity to demonstrate ethical behavior, including adherence to the professional nursing and student honor codes. 	<ul style="list-style-type: none"> • Establish rapport with patients/clients and colleagues. • Work with teams and workgroups. • Emotional skills sufficient to remain calm in an emergency situation. • Behavioral skills sufficient to demonstrate the exercise of good judgment and prompt completion of all responsibilities attendant to the diagnosis and care of patients. • Adapt rapidly to environmental changes and multiple task demands. • Maintain behavioral decorum in stressful situations.
Safe environment for patients, families and co-workers	<ul style="list-style-type: none"> • Ability to accurately identify patients. • Ability to effectively communicate with other caregivers. • Ability to administer medications safely and accurately. • Ability to operate equipment safely in the clinical area. • Ability to recognize and minimize hazards that could increase healthcare associated infections. • Ability to recognize and minimize accident hazards in the clinical setting including hazards that contribute to patient, family and co-worker falls. • 	<ul style="list-style-type: none"> • Prioritizes tasks to ensure patient safety and standard of care. • Maintains adequate concentration and attention in patient care settings. • Seeks assistance when clinical situation requires a higher level or expertise/experience. • Responds to monitor alarms, emergency signals, call bells from patients, and orders in a rapid and effective manner.

Communication	<ul style="list-style-type: none"> • Ability to communicate in English with accuracy, clarity and efficiency with patients, their families and other members of the health care team (including spoken and non-verbal communication, such as interpretation of facial expressions, affect and body language). • Required communication abilities, including speech, hearing, reading, writing, language skills and computer literacy • Communicate professionally and civilly to the healthcare team including peers, instructors, and preceptors. 	<ul style="list-style-type: none"> • Gives verbal directions to or follows verbal directions from other members of the healthcare team and participates in health care team discussions of patient care. • Elicits and records information about health history, current health state and responses to treatment from patients or family members. • Conveys information to clients and others as necessary to teach, direct and counsel individuals in an accurate, effective and timely manner. • Establishes and maintain effective working relations with patients and co-workers. • Recognizes and reports critical patient information to other caregivers.
Cognitive/ Conceptual/ Quantitative Abilities	<ul style="list-style-type: none"> • Ability to read and understand written documents in English and solve problems involving measurement, calculation, reasoning, analysis and synthesis. • Ability to gather data, to develop a plan of action, establish priorities and monitor and evaluate treatment plans and modalities. • Ability to comprehend three-dimensional and spatial relationships. • Ability to react effectively in an emergency situation. 	<ul style="list-style-type: none"> • Calculates appropriate medication dosage given specific patient parameters. • Analyzes and synthesizes data and develop an appropriate plan of care. • Collects data, prioritize needs and anticipate reactions. • Comprehend spatial relationships adequate to properly administer injections, start intravenous lines or assess wounds of varying depths. • Recognizes an emergency situation and responds effectively to safeguard the patient and other caregivers. • Transfers knowledge from one situation to another. • Accurately processes information on medication container, physicians' orders, and monitor and equipment calibrations, printed documents, flow sheets, graphic sheets, medication administration records, other medical records and policy and procedure manuals.
Punctuality/ work habits	<ul style="list-style-type: none"> • Ability to adhere to MaricopaNursing policies, procedures and requirements as described in the Student Nurse Handbook, college catalog and student handbook and course syllabus. • Ability to complete classroom and clinical assignments and submit assignments at the required time. • Ability to adhere to classroom and clinical schedules. 	<ul style="list-style-type: none"> • Attends class and clinical assignments punctually. • Reads, understands and adheres to all policies related to classroom and clinical experiences. • Contact instructor in advance of any absence or late arrival. • Understand and complete classroom and clinical assignments by due date and time.
Environment	<ul style="list-style-type: none"> • Recognize the personal risk for exposure to health hazards. • Use equipment in laboratory or clinical settings needed to provide patient care. • Tolerate exposure to allergens (latex, chemical, etc.) • Tolerate wearing protective equipment (e.g. mask, gown, gloves) 	<ul style="list-style-type: none"> • Takes appropriate precautions for possible exposures such as communicable disease, blood borne pathogens, and latex. • Uses person protective equipment (PPE) appropriately.

ADVANCED PLACEMENT PARAMEDIC-to-REGISTERED NURSE APPLICATION

(Page 2 of 2)

Must include Advisor Signature AND Nursing Director signature.

Print Name:	Student ID:	Date:
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Demographic Survey: The nursing program is required to report the following demographic data to the accrediting agency. Please provide this data for accurate reporting of numbers only. Place an "X" in the box next to the correct response.

GENDER	Female		ETHNICITY	American Indian	
	Male			Asian or Pacific Islander	
HIGHEST DEGREE CURRENTLY HELD	Associate degree			Black, Non-Hispanic	
	Baccalaureate degree			Hispanic	
	Master's degree		White, Non-Hispanic		
	Doctoral degree		Other/Unknown		

Fingerprint Clearance Card (must be Level One)	Date of Expiration:
<i>Visual Inspection of the Original FCC- copied by advisor to include with application.</i>	

Letter(s) of Work Experience within past three years	<i>Attach letter(s) to Application.</i>
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HESI Admission Assessment (HESI A2) *Attach Copy of Test Analysis. Advisor will verify all scores before accepting application. Note: HESI A2 scores from outside the Maricopa Community Colleges must include verification of score.*

Date: <i>Valid for 24 months</i>	Location of HESI A2 Test:	Math Score: <i>Required 75.0% or higher</i>	English Language Composite Score: <i>Required 80.0% or higher</i>
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Prerequisites for Entry into Block 2		Credits	College	Date	Grade
Minimum grade required is a "C" or 2.0 in the following courses:					
CHM130 +	Fundamental Chemistry with lab or one year high	0 - 4			
BIO201 (BIO156/181 or 1 yr. HS Bio)	Human Anatomy and Physiology I	4			
ENG 101 or 107	First Year Composition	3			
MAT 140, 141,142	College Math or higher Mathematics	3			

Additional Prerequisites for Entry into Block 3					
BIO202	Human Anatomy and Physiology II	4			
BIO205	Microbiology	4			
NUR187 or NCE170	Pharmacology & Med Administration II or equivalent within 12 months of application	1.5			

Co-requisites Required for Graduation					
HUM	Humanities Elective (Degree requirement)	2			
ENG102	First-Year Composition (Degree requirement)	3			
PSY101	Psychology	3			
CRE101	Critical and Evaluative Reading or Test Exempt	0 - 3			

Additional Requirements for Paramedic to RN Applicants					
NURXXX	Transition from Paramedic to Nursing	9			
MaricopaNursing Paramedic Transition Exam	Course Exit Exam Score Score 849 or below = Eligible for Block 2 Score 850 or above = Eligible for Block 3				

Credit by Evaluation for Vocational/Non-accredited/Non-credit PN Program

Advisor Signature:	Date:
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Nursing Director Signature:	Date:
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**Allied Health and Nursing Programs
Maricopa County Community College District**

(Student Copy)

Summary of Criminal Background Check Requirements effective September 1, 2011

In order for students to be admitted to or maintain enrollment in good standing in Maricopa County Community College District's ("MCCCD") Allied Health and Nursing programs ("Programs") beginning on September 1, 2011, students must provide with their application to a Program all of the following:

A copy of an Arizona Department of Public Safety Level-One Fingerprint Clearance Card ("Card"). Students are required to pay the cost of applying for the Card. Cards that are NOT Level-One status will not be accepted

An original version of the "**Criminal Background Check Disclosure Acknowledgement**" form attached to this Summary signed by the student.

At all times during enrollment in a Program, students must obtain and maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on supplemental background check performed by MCCCD authorized vendor. Admission requirements related to background checks are subject to change as mandated by clinical experience partners.

Implementation of the Requirements

1. Students that are denied issuance of a Card may be eligible for a good cause exception through the Arizona Department of Public Safety. It is the student's responsibility to seek that exception directly with the department. Until the student obtains a Card and meets the other requirements for admission, he or she will not be admitted to a Program.
2. Students admitted to a Program whose Card is revoked or suspended must notify the Program Director immediately and the student will be removed from the Program in which they have been admitted or are enrolled. Any refund of funds would be made per MCCCD policy.
3. The **Criminal Background Check Disclosure Acknowledgement** directs students to disclose on the data collection form of the MCCCD authorized background check vendor all of the requested information as well as any information that the background check may discover. Honesty is important as it demonstrates character. Lack of honesty will be the basis for denial of admission or removal from a Program if the information that should have been disclosed but was not would have resulted in denial of admission. Failure to disclose other types of information constitutes a violation of the Student Code of Conduct and may be subject to sanctions under that Code. Students have a duty to update the information requested on the [background check vendor] data collection form promptly during enrollment in a Program. The [background check vendor] data collection form may ask for the following information but the form may change from time to time:

Legal Name

Maiden Name

Other names used

Social Security Number

Date of Birth

Arrests, charges or convictions of any criminal offenses, even if dismissed or expunged, including dates and details.

Pending criminal charges that have been filed against you including dates and details. Participation in a first offender, deferred adjudication or pretrial diversion or other probation program or arrangement where judgment or conviction has been withheld.

The authorized MCCCD background check vendor will be asked to pass or fail each student based on the standards of MCCCD's clinical experience partners that have established the most stringent requirements. The sole recourse of any student who fails the background check and believes that failure may have been in error is with the background check vendor and not MCCCD. Generic_Program_Application_2013 -2014_Final_Rev.6.30.13 5

(Student: Sign & Attach to Application)

ACKNOWLEDGEMENT OF CRIMINAL BACKGROUND CHECK REQUIREMENTS

APPLICABLE TO STUDENTS SEEKING ADMISSION TO ALLIED HEALTH OR NURSING PROGRAMS ON OR AFTER SEPTEMBER 1, 2011

Maricopa County Community College District

In applying for admission to a Nursing or Allied Health program (“Program”) at the Maricopa County Community College District, you are required to disclose on the Arizona Department of Public Safety (DPS) form all required information and on the MCCCDC authorized background check vendor data collection form any arrests, convictions, or charges (even if the arrest, conviction or charge has been dismissed or expunged), or participation in first offender, deferred adjudication, pretrial diversion or other probation program on this form. Additionally, you must disclose anything that is likely to be discovered in the MCCCDC supplemental background check that will be conducted on you.

Please complete the DPS form, the MCCCDC authorized background check vendor form and any clinical agency background check form honestly and completely. This means that your answers must be truthful, accurate, and complete. If you know of certain information yet are unsure of whether to disclose it, you must disclose the information, including any arrest or criminal charge. Additionally,

By signing this acknowledgement, you acknowledge the following:

1. I understand that I must submit to and pay any costs required to obtain a Level-One Fingerprint Clearance Card and an MCCCDC supplemental criminal background check.
2. I understand that failure to obtain a Level-One Fingerprint Clearance Card will result in a denial of admission to a Program or removal from it if I have been conditionally admitted.
3. I understand that I must submit to and pay any costs required to obtain an MCCCDC supplemental background check.
4. I understand that failure to obtain a “pass” as a result of the MCCCDC supplemental criminal background check will result in a denial of admission to a Program or removal from it if I have been conditionally admitted.
5. I understand that, if my Level-One Fingerprint Clearance Card is revoked or suspended at any time during the admission process or my enrollment in a Program, I am responsible to notify the Program Director immediately and that I will be removed from the Program.
6. I understand that a clinical agency may require an additional criminal background check to screen for barrier offenses other than those required by MCCCDC, as well as a drug screening. I understand that I am required to pay for any and all criminal background checks and drug screens required by a clinical agency to which I am assigned.
7. I understand that the both the MCCCDC supplemental or the clinical agency background check may include but are not limited to the following:

- Nationwide Federal Healthcare Fraud and Abuse Databases
- Social Security Verification
- Residency History
- Arizona Statewide Criminal Records
- Nationwide Criminal Database
- Nationwide Sexual Offender Registry
- Homeland Security Search

8. By virtue of the MCCCDC supplemental background check, I understand that I will be disqualified for admission or continued enrollment in a Program based on my criminal offenses, the inability to verify my Social Security number, or my being listed in an exclusionary database of a Federal Agency. The criminal offenses for disqualification may include but are not limited to any or all of the following:

- Social Security Search-Social Security number does not belong to applicant
- Any inclusion on any registered sex offender database
- Any inclusion on any of the Federal exclusion lists or Homeland Security watch list
- Any conviction of Felony no matter what the age of the conviction
- Any warrant any state
- Any misdemeanor conviction for the following-No matter age of crime

- violent crimes
- sex crime of any kind including non-consensual sexual crimes and sexual assault
- murder, attempted murder
- abduction
- assault
- robbery
- arson
- extortion
- burglary
- pandering
- any crime against minors, children, vulnerable adults including abuse, neglect, exploitation
- any abuse or neglect
- any fraud
- illegal drugs
- aggravated DUI

Any misdemeanor controlled substance conviction last 7 years

Any other misdemeanor convictions within last 3 years

Exceptions: Any misdemeanor traffic (DUI is not considered Traffic)

9. I understand that I must disclose on all background check data collection forms (DPS, MCCCDC background check vendor and a clinical agency background check vendor) all required information including any arrests, convictions, or charges (even if the arrest, conviction or charge has been dismissed or expunged), or participation in first offender, deferred adjudication, pretrial diversion or other probation program. That includes any misdemeanors or felonies in Arizona, any other State, or other jurisdiction. I also understand that I must disclose any other relevant information on the forms. I further understand that non-disclosure of relevant information on the forms that would have resulted in failing the background check will result in denial of admission to or removal from a Program. Finally, I understand that my failure to disclose other types of information of the forms will result in a violation of the Student Code of Conduct and may be subject to sanctions under that Code.

10. I understand that, if a clinical agency to which I have been assigned does not accept me based on my criminal background check it may result in my inability to complete the Program. I also understand that MCCCDC may, within its discretion, disclose to a clinical agency that I have been rejected by another clinical agency. I further understand that MCCCDC has no obligation to place me when the reason for lack of placement is my criminal background check. Since clinical agency assignments are critical requirements for completion of the Program, I acknowledge that my inability to complete required clinical experience due to my criminal background check will result in removal from the Program.

11. I understand the Programs reserve the authority to determine my eligibility to be admitted to the Program or to continue in the Program and admission requirements or background check requirements can change without notice.

12. I understand that I have a duty to immediately report to the Program Director any arrests, convictions, placement on exclusion databases, suspension, removal of my DPS Fingerprint Clearance Card or removal or discipline imposed on any professional license or certificate at any time during my enrollment in a Program

Signature

Date

Printed Name

Desired Health Care Program