Visit www.irsc.edu for important deadlines and dates.

For more information
IRSC Information Call Center
1-866-792-4772

www.irsc.edu
IRSC OVERVIEW

INDIAN RIVER STATE COLLEGE is a public, comprehensive college with a nationally recognized commitment to helping students succeed. The College was selected out of 1,000 colleges nationwide as a Top Ten Finalist for the prestigious Aspen Prize for Excellence and has been designated an Achieving the Dream™ Leader College for support of students from enrollment to employment. Over 30,000 people enroll in IRSC courses each year, attracted by the College’s combination of quality, convenience and affordable tuition. IRSC is designated as the 3rd Most Affordable College in the country by the U.S. Department of Education, and students benefit from many scholarship and financial aid opportunities.

Every aspect of IRSC is focused on helping students succeed with small classes, an array of student support services, convenient campuses, and online courses. IRSC offers over 100 programs, including Bachelor’s degrees, Associate in Arts degrees for continuing education at IRSC or a university, Associate in Science degrees for in-demand careers after two years of training, short-term certificate programs and Quick Job Training.

EA/EO Statement

Indian River State College provides equal employment and educational opportunities to all without regard to race, color, national origin, ethnicity, sex, pregnancy, religion, age, disability, sexual orientation, marital status, veteran status, genetic information, and any other factor protected under applicable federal, state, and local civil rights laws, rules and regulations. The following person has been designated to handle inquiries regarding non-discrimination policies:

Adriene B. Jefferson, Equity Officer & Title IX Coordinator
IRSC Main Campus • 3209 Virginia Ave. • Fort Pierce, FL 34981
(772) 462-7156

ASSOCIATE DEGREE NURSING PROGRAM

The Indian River State College Associate Degree Nursing program leads to an Associate in Science Degree in Nursing and eligibility to apply for National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Rd. NE, Suite 850, Atlanta, Georgia, 30326 (404) 975-5000.

THE REGISTERED NURSE

Registered Nurses provide hands-on daily care. With a distinct knowledge, nurses diagnose, monitor, educate, manage and supervise. They coordinate health care teams, provide or facilitate care, develop policy, conduct research and exercise expert clinical decision-making skills. They are a critical partner with physicians and a variety of other health care practitioners in the wellness arena.
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The following items are found in the *Health Science Division Student Handbook.*

(This list has been updated as of 1/18.)

1. Health Science Division Purpose Statement
2. Health Science Statement of Ethics
3. Health Science Plagiarism Regulation
4. Email/Contact Information
5. Health Science Use of Electronic Regulation
6. Health Science Confidentiality Statement
7. Health Science Grading
8. Health Science Retention Regulation
9. Health Science Probation Regulation
10. Health Science Readmission and Dismissal Regulation
11. Health Science Complaint Guidelines
12. Health Science Liability, Accident and Insurance Regulation
13. Health Requirements
14. Indian River State College Health Science Post Exposure Protocol
15. Health Science Background Check Regulation
16. Health Science Substance Abuse Regulation
17. Health Science Dress Code/Professional Standards
18. Health Science Student Parking Regulation
Indian River State College
Student Checklist For Application
ASSOCIATE DEGREE NURSING PROGRAM

It is the responsibility of the applicant to complete all the requirements below prior to the application deadline to be considered for the Associate Degree Nursing program.

<table>
<thead>
<tr>
<th>STUDENT TO COMPLETE BELOW</th>
<th>DATE COMPLETED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Attend a Nursing Information Session – offered every third Thursday of the month at 4:00 p.m. in H-106 at the Main Campus in Fort Pierce.</td>
<td></td>
</tr>
<tr>
<td>2. Submit an IRSC Application for Admission – Student must have current address on file (updated through the IRSC web page).</td>
<td></td>
</tr>
<tr>
<td>3. College Admissions must be complete.</td>
<td></td>
</tr>
<tr>
<td>4. Complete (required) Anatomy and Physiology I with Lab (BSC2093 &amp; BSC2093L) with a grade of “C” or higher.</td>
<td></td>
</tr>
<tr>
<td>5. Establish and maintain a minimum of 3.0 overall cumulative and IRSC institutional GPA.</td>
<td></td>
</tr>
<tr>
<td>6. The Health Science Application is to be completed online through the IRSC website (see page 2). Payment of fee is required when submitting the Health Science Application. Read and be familiar with the Associate Degree Nursing Information Packet before submitting the Health Science Application. (Fees are non-refundable).</td>
<td></td>
</tr>
<tr>
<td>7. Register and pay NLN testing fee at IRSC Main Campus Cashier and take computerized NLN exam at the IRSC Main Campus in Fort Pierce, W-109 (772-462-7585). See Exam Schedule online for information and testing dates. Visit <a href="http://www.irsc.edu">www.irsc.edu</a> click on Admissions; Assessment Services; Exams offered.</td>
<td></td>
</tr>
<tr>
<td>8. Submit copy of active LPN License, RRT Certification or Paramedic License, if applicable, to the Nursing Office. Fax: 772-462-7841 or email <a href="mailto:dcamacho@irsc.edu">dcamacho@irsc.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

Completion of the items on the checklist does not guarantee acceptance to the Associate Degree Nursing program. Selection process is competitive. Completion of the checklist is the applicant’s responsibility. Information of the selection process and all information for the Associate Degree Nursing program is provided in this booklet and at monthly information sessions.
PROCESS FOR APPLYING ONLINE FOR THE ASSOCIATE DEGREE NURSING PROGRAM

1. Go to the IRSC website at www.irsc.edu
2. Click Register & Pay and then Sign into MyIRSC
3. Sign in using your Student ID and pin number
4. Go to Registration (blue menu bar) and select Health Science Application
5. Place a check mark in the I Agree statement
6. In the Health Science Program box, select A. S. Nursing.
   Application Deadline: this automatically fills in the program deadline date.
7. Select Submit. Select OK
8. Select Pay Fee Now and then PAY NOW
9. Select process for payment
10. Select $30 application fee
11. Enter credit card details
12. Submit Payment

Applicants can check their application status at www.irsc.edu by logging into MYIRSC. All applicants will be notified of their status approximately six to eight weeks after the deadline date via RiverMail. No information is available by telephone. To finalize acceptance, once notified of provisional acceptance, students will be required to have a completed IRSC physical examination form, a negative drug screen report and a FDLE background check prior to the first day of class.

INTRODUCTION

The ADN program is offered through the IRSC Health Science Division. Applicants should carefully review the application procedures outlined in this booklet. Admission to the Associate Degree Nursing program is on a selective admission basis. It is the applicant’s responsibility to ensure that the application process is complete.

NOTE: If at anytime during the application process you have a change of address or need to update other personal information, submit this information to the Educational Services Division by supplying original documentation to be copied (e.g., driver license or adoption papers) in person, or at any IRSC campus, or by updating your current information online. This will expedite notification of acceptance status.
APPLICATION PROCESS

Any candidate who wishes to be considered for a Health Science program at Indian River State College must complete the procedures outlined on the checklist on page 1. Students should also review the Associate in Science Degree requirements and the course pre- and co-requisites outlined in the IRSC College Catalog.

Students must submit application before taking the National League of Nursing (NLN) pre-admission exam.

Preference for admission will be given to residents of the four-county service area of IRSC: St. Lucie, Martin, Indian River and Okeechobee counties. Students must update their address on the IRSC website.

It is the student's responsibility to see that admission requirements are met. No notices will be sent.

INFORMATION SESSIONS

Students interested in applying to any health science program must attend the appropriate, regularly scheduled, program information session for direction and assistance with the application process. The information session addresses questions or concerns that prospective applicants may have. The session also assists students in understanding how to achieve a “qualified” applicant status. Students must attend an information session prior to the application deadline date. No reservations or fees are required to attend.

Nursing Information Sessions are held in the
Mary L. Fields Health Science Building
Main Campus in Fort Pierce • Room H-106
3rd Thursday of each month
4:00 p.m.
PRE-ADMISSION TESTING

The Associate Degree in Nursing program requires applicants to demonstrate their competency in math, reading, language and science on the National League of Nursing (NLN) Pre-Admission Exam (PAX) given at the IRSC Main Campus. The result of this testing is a component of the selective admissions process. IRSC provides assistance in preparing for this examination. Books and study packets are available for purchase in the campus and area bookstores.

Free tutoring sessions are available for the NLN pre-entrance exam. (Registration is not required). The schedule for tutoring is found on the RN website at www.irsc.edu.

The National League of Nursing (NLN), provides the following information about the testing content of the Pre-Admission exam:

1) **Verbal Ability Test** - consists of word knowledge and reading comprehension sections. The word knowledge section asks examinees to recognize the meaning of a word as it is used in a sentence by choosing the answer that best completes a statement. The reading comprehension section of the test is composed of passages of a scientific or general nature with associated questions.

2) **Mathematics Test** - measures examinees' skills in basic arithmetic calculations as well as elementary algebraic and geometric concepts. Both straight computational and word problems are included.

3) **Science Test** - evaluates knowledge of high school-level general science, chemistry, biology and physics, with particular emphasis on those areas most applicable to the nursing curriculum.

The length of the examination is approximately two hours with no break. Picture ID and receipt of payment of test fees are required for admission to test. Exam results are valid for one year prior to the deadline date and may only be taken once every application period.
ASSESSMENT SERVICES DEPARTMENT COMPUTERIZED TESTING SCHEDULE

The Nursing Pre-Entrance Exam (NLN) is administered only on the Main Campus in Fort Pierce. See exam schedule on the Assessment Services website for exam information and testing dates. You must bring your validated receipt and a valid photo ID to the Assessment Center. Test fees are non-refundable and non-transferable to another program or another application deadline.

COMPUTERIZED NLN TESTING DATES AND TIMES are posted on the IRSC Assessment Services website at www.irsc.edu.

Scores will be posted approximately 24 hours after test completion on the NLN website. Applicants must achieve a minimum of 110 total score on the NLN Exam. The NLN Exam may only be taken once every application period.

http://www.irsc.edu/admission/assessmentservices/assessmentservices.aspx?id=389

APPLICANT REVIEW

Final consideration for admission into the ADN program will be based upon the Health Science Admissions Committee review and scoring of the following criteria by the application deadline:

1) IRSC Admission status must be complete. All official transcripts must be on file in Educational Services.
2) Application to Health Science Division must be filed and paid.
3) Completion of (required) Anatomy & Physiology I with Lab (BSC 2093 & BSC 2093L) with grade of “C” or higher.
4) IRSC and College Cumulative GPA must be a 3.0 or higher.
5) NLN Pre-Admission Exam score of 110.
6) Grade points earned for specified coursework (see page 6) completed will be tallied.
7) Applicant must be 18 years of age prior to first class day.
8) IRSC in district students are given priority in selection process.

Applicants that apply to the program that have graduated from high school six months prior to the application deadline will receive preference into the program if they achieve the following requirement:

GPA of 3.2 institutional and cumulative

A’s or B’s in General Biology (BSC 2010) and Anatomy and Physiology I with Lab (BSC 2093 & BSC 2093L).

NLN entrance exam score of 125.
The IRSC Nursing Department follows the guidelines of Indian River State College.

Indian River State College does not discriminate on the basis of race, color, nationality, ethnicity, gender, religion, age, disability, sexual orientation, marital status, veteran status or genetic information in its programs and activities.

Students are selected based on a point system (see below). The NLN score is added to the points to give the students a total score. Applicants are selected based on those scores until all seats are filled.

Grade given
A=4 points
B=3 points
C=2 points

<table>
<thead>
<tr>
<th>COURSE</th>
<th>#CREDITS</th>
<th>X POINTS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC 2093</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSC 2093L</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCB 2010</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCB 2010L</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>National League for Nursing overall score</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All of the Applicant Review criteria must be met by the application deadline or the applicant file will not be reviewed and scored.

Pre-Admission Exam score and grade points are tallied for BSC 2093, BSC 2093L, MCB 2010 and MCB 2010L. The most qualified (highest scores) are selected.

**Note:** Meeting admission criteria does not guarantee acceptance into the program. Students are selected on a competitive basis.

**ACCEPTANCE INTO PROGRAM**

The Health Science Division will notify by RiverMail those applicants who have been selected on a competitive basis of their provisional acceptance into the program 6-8 weeks after the deadline date. Final acceptance in the program is contingent upon satisfactory results from a physical examination with immunization, drug screen, CPR certification and Federal Bureau of Investigations National Background Check (FBI/NBC). Specific dates will be required for submission of immunizations and CPR certification. Information on obtaining these tests/reports will be provided in a mandatory specified meeting date in the acceptance letter. **These reports should not be submitted with initial application materials.**
Students will be able to review their completion of the requirements & points on their individual status under their limited access application Information.
This information will be updated on a weekly basis.

Associate Degree Nursing Application Checklist

Application Program: Nursing, 20670
Application Term: 2017

Current Status: Applied To Health Science Pgm

All High School Transcripts Received?: 🔄 Evaluated?: 🔄 All College Transcripts Received?: N/A Evaluated?: N/A
Program Fee Paid?: ❌

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points Possible</th>
<th>Points Granted</th>
<th>*Is this Requirement Met?</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-County Residency</td>
<td>No points</td>
<td>N/A</td>
<td>🔄</td>
</tr>
<tr>
<td>Cumulative GPA</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>My Institution Cumulative GPA</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Anatomy &amp; Physiology &amp; Microbiology</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>NLN Test Scores</td>
<td>TBD</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>LPN License</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Paramedic License</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Respiratory Therapist License</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Admissions Complete</td>
<td>No points</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

*Use of these conditions may vary by program and may not be used for requirements with "points" associated.

Program Notes: Allow reasonable processing time for items to reflect changes.
This screen is for information purposes only, and is not intended to imply eligibility for program acceptance.
Contact the Program application office if you have questions about the information on this screen.

Legend:
✔️ = YES
❌ = NO
Refer to the IRSC website at [www.irsc.edu](http://www.irsc.edu). Click Programs & Careers. In the DIVISIONS box, select Health Sciences/How to Apply. In the HANDBOOKS/FORMS box, select Background Check and Drug Screening Requirements.

**HEALTH/MEDICAL RECORD**

After acceptance into the program, a copy of the Physical Examination Form will be provided. A completed physical exam form must be submitted and approved by the Program Chairperson. This physical examination form is to include results from physical examination and laboratory tests including immunization records that must be updated yearly. Physical and immunizations will be required to be completed within a certain time period.

Applicants who do not meet the standards of good physical and mental health, as required by clinical facilities for safe patient care, may reapply and be considered for application to a Health Science program after resolution of the health problem. An updated health record verified by a licensed physician or an ARNP must be submitted.

**Health Insurance**

All students accepted into the program must have continuous healthcare insurance. Proof of insurance will be required at time of acceptance and at the beginning of each semester.

**STUDENT DRUG SCREEN, BACKGROUND CHECK, AND MEDICAL RECORDS**

When submitted, these records will become the property of the College and will not be available for copying or for use to meet the requirements of outside employers. Students who are out of the program for six months or more must submit new records.

All records must be kept up-to-date. Any changes in criminal or medical history must be reported to the Program Director.

**HEALTH SCIENCE COMPLAINT GUIDELINES**

A suggested process for resolving complaints/grievances within the Health Science Division has been recommended. **A student should always discuss the issues with the involved parties, e.g., Instructor/Program Director and Dean of Health Science.** Academic and disciplinary decisions may be appealed.

All IRSC students have the opportunity to request a formal review of their complaint following the “Student Grievance Procedure” outlined in the IRSC Student Handbook/Planner.
FOLLOWING ACCEPTANCE INTO PROGRAM

Students accepted into the ADN program will be required to take additional assessments (such as TABE or a Study Skills Assessment). Details on these assessments are provided during program orientation for accepted students.

NON-ACCEPTANCE INTO PROGRAM

Applicants who do not qualify for the program will be notified and should remediate (call the ASC at 772-462-7625, for remediation information) or call the Office of the Assistant Dean of Nursing 772-462-7570 for clarification on how to strengthen their application. Applicants may also choose to discuss options with an advisor or counselor in Educational Services.

PROGRAM EXPENSES

A list of approximate costs is located on the IRSC website at www.irsc.edu. Click Programs & Careers and in the DIVISIONS box, select Health Sciences/How to Apply. Click Registered Nursing. In the START HERE box, select Expenses. In addition to these costs, the candidate should allow for room and board, transportation and personal living expenses. Note that non-Florida resident tuition is a higher rate per credit hour, which will increase total fees accordingly.

While in the program, students must also maintain health insurance coverage at their own expense.

FINANCIAL AID/SCHOLARSHIPS

Financial Aid (grants, loans, work-study) is available to those who qualify. Complete the FAFSA and IRSC Supplemental Financial Aid Application to determine eligibility. For more information, contact the IRSC Financial Aid Office at (772) 462-7450 or toll-free at 1-866-900-3243 (FAID).

Scholarships designated for students in the Health Science programs may also be available. Scholarship opportunities are available at www.irscfoundation.org.

The application deadline for all IRSC Health Science Scholarships is found on the IRSC website. See www.irscfoundation.org for exact deadline date for each scholarship.

For more information regarding the scholarships, contact the IRSC Foundation Office at (772) 462-4786 or toll-free at 1-866-792-IRSC, ext. 4786.
CLASS SCHEDULES

Classes in the ADN program meet three to four days per week for four to twelve hours per day. Students need to arrange travel and other commitments to arrive at class or clinicals on time. Classes generally begin at 8:00 a.m. and clinicals at 6:30 a.m. Students should be prepared to travel to any campus and health care facility within the four-county service district of Indian River State College: St. Lucie, Martin, Okeechobee and Indian River counties.

Internet Option – A web-enhanced (Internet) option is available for the theoretical portion of the nursing courses. An additional $5.00 per credit hour will be assessed for internet courses. All labs and clinicals (clinical components) are conducted at one of the Health Science Center Labs located at one of the IRSC Campuses or at area health care facilities.
PERFORMANCE STANDARDS FOR ADMISSION AND PROGRESSION*

Nursing involves the provision of direct care for individuals and is characterized by the application of knowledge in the skillful performance of nursing functions. Therefore, in order to be considered for admission or be retained in the program after admission, all students must be able to demonstrate the following abilities:

<table>
<thead>
<tr>
<th>Issue</th>
<th>Standard</th>
<th>Examples of Necessary Activities (not all-inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking</td>
<td>Critical thinking ability sufficient for clinical judgment.</td>
<td>Identify cause-effect relationships in clinical situations; develop nursing care plans.</td>
</tr>
<tr>
<td>Interpersonal</td>
<td>Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds. Ability to cope with stress. High degree of flexibility.</td>
<td>Establish rapport with patients/clients and colleagues.</td>
</tr>
<tr>
<td>Communication</td>
<td>Communication abilities sufficient for interaction with others in verbal and written form. Ability to cope with anger/fear/hostility of others in a calm manner.</td>
<td>Explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient/client responses.</td>
</tr>
<tr>
<td>Mobility</td>
<td>Physical abilities sufficient to move from room to room and to maneuver in small spaces. High degree of flexibility.</td>
<td>Move around in patient rooms, work spaces and treatment areas; administer cardiopulmonary procedures.</td>
</tr>
<tr>
<td>Motor Skills</td>
<td>Gross and fine motor abilities sufficient to provide safe and effective nursing care.</td>
<td>Calibrate and use equipment; position patients/clients.</td>
</tr>
<tr>
<td>Hearing</td>
<td>Auditory ability sufficient to monitor and assess health needs.</td>
<td>Hear monitor alarms, emergency signals, auscultatory sounds, cries for help.</td>
</tr>
<tr>
<td>Tactile</td>
<td>Tactile ability sufficient for physical assessment.</td>
<td>Perform palpation, functions of physical examination and/or those related to therapeutic intervention, e.g. sense temperature change, assess peripheral pulses, insert a catheter.</td>
</tr>
<tr>
<td>Strength/Stamina</td>
<td>Sufficient stamina to provide patient care and related responsibilities for extended periods of time (8-12 hrs).</td>
<td>Adapt to shift work. Lift without restrictions, from standing position. Students with weight restrictions cannot be accepted into clinical courses.</td>
</tr>
</tbody>
</table>

* Adapted from the Board of Directors of the Southern Council on Collegiate Education for Nursing (SCCEN) guidelines for Nursing Education Programs.

LATEX ADVISORY - Latex-based products are used in all health care facilities.
ADVANCED PLACEMENT OPTION

Active Florida Licensed Practical Nurses that have completed a Practical Nursing program in the past three years in the State of Florida and who meet all eligibility requirements for acceptance in the Associate Degree Nursing program, are eligible for Advanced Placement. After acceptance, information on advanced placement will be discussed at the program orientation. Applicants must submit a copy of their Florida Practical Nursing License and their transcript to the Admissions Office by the application deadline date.

Florida LPN’s graduating prior to the three years, active Florida licensed paramedics and registered respiratory therapists may be eligible for advanced placement.

Advanced Placement is achieved by attaining the following:

- 76% on a written comprehensive exam
  AND
- 90% on a math/medication exam
  AND
- Successful completion of a Nurse I Skills Competency exam