

Great Falls College MSU Associate of Science Registered Nurse



**GREAT FALLS COLLEGE MSU
ASSOCIATE OF SCIENCE NURSING
REGISTERED NURSE**



**Student Information and
Application Packet Fall 2024**

(Applications are subject to change from year to year)

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Keep pages 1 - 6 for your records

Educational Program

The Associate of Science Nursing (ASN) program is approved by the Montana State Board of Nursing, permitting students to sit for the national licensure examination for Registered Nursing (NCLEX-RN) and to begin a successful career as a registered nurse. After prerequisite coursework, the ASN Registered Nurse program consists of four consecutive semesters. The coursework for the program is competency-based and has the primary goal of preparing graduates with the knowledge, skills, and values to enter the workforce after passing the NCLEX-RN exam.

Students will need to be able to commit to a full week (Monday-Friday) while enrolled in program courses. Students are in class or at clinical for fall and spring semesters, with time off during the summer semester. This program is extremely fast-paced and challenging with multiple tests, quizzes, and assignments due each week. The majority of students will find it necessary to spend time outside of the classroom studying and practicing lab/clinical skills. A good rule of thumb is that for every class hour, at least 3 hours in preparation or in the completion of assignments will be necessary to be successful.

Program Expenses

The ASN Registered Nursing Students will be required to obtain educational computer software, course texts, personal equipment, uniforms, and supplies and provide their own transportation to clinical sites. If needed, students should begin planning early for financial aid to meet their educational needs. Approximate program costs can be found in the current catalog online at <http://catalog.gfcmsu.edu/academic-programs/registered-nurse/#estimatedcosttext>.

Uniforms will include: Scrub top, black scrub pants, nursing program shoulder patch, closed toe shoes, watch with second hand, stethoscope, manual blood pressure cuff, pen light, bandage scissors and lab coat as examples.

Admission to Great Falls College MSU

Students must be admitted to the Great Falls College MSU and in good academic standing PRIOR to the submission of the ASN Registered Nurse program application. Applications will not be reviewed unless the applicant has been first admitted to the College and official transcripts reviewed by the Registrar.

Acceptance to Great Falls College MSU requires a completed admissions application file, which may be obtained by visiting the campus, calling the College (406) 268-3700, or 1-800-446-2698, or applying online at <http://admissions.gfcmsu.edu/apply.html>

Eligibility for Admission into the Associate of Science Registered Nursing Program

All eligibility forms and documents are enclosed in the Associate of Science Registered Nurse program Information and Application Packet.

To be eligible to apply for admission into the ASN Registered Nurse program, applicants must:

- Show that they have been admitted to Great Falls College MSU
- Have a complete admissions file and are currently in good academic standing.
- Have completed all prerequisite course work with a "C" (not "C-") grade or higher with a minimum cumulative GPA in prerequisite course work of 2.5.

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- Prerequisite coursework can be taken at other institutions but it is the applicant's responsibility to confirm those courses are equivalent to the program's prerequisites and are transferable to this institution prior to submitting their application.
 - For a current listing of approved equivalent courses, visit the Transfer Guide under Student Information at https://prodmyinfo.montana.edu/pls/gfagent/hwzkxfer.p_selstate. All transfer work has to be from an [appropriately accredited](#) Institution.
 - The transferring student must initiate the request for evaluation of credit during the admission process by furnishing an official transcript from the transferring institution(s) and the necessary materials, including copies of the appropriate catalog descriptions or course syllabi, to Registrar. Official transcripts must be sent directly by the issuing institution to the following address: Registrar's Office, GFC MSU, 2100 16th Ave S, Great Falls, MT 59405
- Current students may apply during the spring semester before the fall program intake. They can apply before finishing their prerequisites and may be considered for conditional acceptance if space is available. Final determination will be made after satisfactory completion of the prerequisite courses.
 - If an applicant is in the process of completing application minimum requirement, they can still be in consideration for acceptance. However, consideration is contingent on successfully completion of the requirements. Applicants that have fully fulfilled requirements will have precedence over those that are in the process. An example of students in the process would be those that are enrolled in summer course(s) but have not yet completed the course(s) at time of application submission.
- It is the applicant's responsibility to ensure that all requirements are met by the established deadline. Deadlines, guidelines, and policies apply equally to all students; thus, there can be no exceptions.

Transfer Policy from another Nursing Program

- Applicants previously enrolled in **ANY nursing program** must report that enrollment and provide official transcripts to the office of the Registrar.
 - Applicants that are currently enrolled in, who have withdrawn from, or failed out of another nursing program will be required to provide a written, detailed explanation of the circumstances of their withdrawal or failure AND a letter of recommendation by at least one current faculty member or the program director from the previous nursing program.
- All applicants must meet admission requirements for Great Falls College MSU and submit an application for the ASN Registered Nurse program
- All applicants are required to take part in the competitive entry process and will be considered for placement in the appropriate semester based on available space in the class and/or clinical in which they would enter. Application does not guarantee acceptance.
- No course for transfer will be accepted unless a grade of "C" or better (not "C-") was earned.

Equal Opportunity Policy

Great Falls College MSU is committed to the provision of equal opportunity for education, employment, and participation in all College programs and activities without regard to race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status,

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gender, age, political ideas, marital or family status, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.

The College's Equal Opportunity Officer is the Executive Director of Student Services, 2100 16th Avenue South, Great Falls, MT 59405. Telephone: 406-771-4300

Statement about Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. Instructors must receive an official letter from the Disability Services Office in order to provide accommodations. If you believe you have a disability requiring an accommodation, please contact the Director of Academic Support and Disability Services by calling 406-771-4311 to schedule an appointment.

<http://students.gfcmsu.edu/disabilityservices/index.html>

Program Admission Process

The ASN Registered Nurse Program Admissions Committee reviews application packets and uses established admissions criteria to rank applicants for admission. The Application Evaluation form used by the committee is enclosed. Criteria for selection emphasize academic performance in prerequisite courses, Kaplan Admission Test score, previous education, and healthcare work experience.

Students accepted into the program are required to provide proof of the following prior to the start of the nursing program (Do NOT submit with application):

CPR Certification:

To be eligible to start the nursing program, a student must maintain **PROVIDER** CPR certification through the **American Heart Association**. No other forms of certification will be accepted and may make a student ineligible to start the program. Students may obtain this certification through the ECP-100 course offered at Great Falls College MSU.

Immunizations:

- Varicella immunity. This can be in the form of (1) 2 chickenpox/varicella vaccines or (2) positive history either documented on an immunization record or a note detailing when you remember having the chickenpox.
- Tdap vaccination within the last 10 years
- Hepatitis B immunity. This can be in the form of the 3-dose vaccine Hepatitis B series or positive antibody titer
- MMR immunity. This can be in the form of positive antibody titers or the 2-dose vaccine MMR series
- Negative tuberculin skin test (TB PPD) within the past 12 months or documentation of a positive reactor with negative x-ray. This can also be documented with a negative quantiferon gold level.
- Students will be required to receive the influenza vaccine as part of the program for each year in which they are enrolled.
- Clinical/practical/lab/internship sites may require other documentation/proof of vaccination besides those required by Great Falls College or the nursing program.

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Active Health Insurance:

Nursing program students entering the clinic setting must carry medical health insurance. Health insurance is available through the college for students who do not have other health insurance. Students will be financially responsible for their health care if they become ill or are injured in the clinical setting.

Student Health Insurance Option (Subject to change):

All GFC MSU students enrolled for 6 or more credits are required to have health insurance. For students without coverage, GFC MSU offers a program developed especially for students by Blue Cross/Blue Shield of Montana. This plan provides coverage for injuries and illnesses on or off campus. Please contact Student Central for more information. Please see <http://students.gfcmu.edu/insurance.html> or call Student Central at 406-771-4304 for more information.

Background Check & Drug Testing:

To promote patient safety and decrease institutional liability, clinical agencies require students to have cleared a background check and drug screening before they will permit the students in the clinical setting. To meet these requirements, the Great Falls College MSU requires that the check/screening be done prior to placement in any clinical agency.

Background checks/drug screenings are done at the student's expense. Students with background checks that reveal a finding, or positive drug tests will be evaluated individually to determine whether they will be eligible for clinical placement and state licensure for their respective degree program.

Information about how to obtain the appropriate background check and drug testing will be provided in the acceptance letter to the nursing program.

Applications to the ASN Registered Nurse Program must be delivered or postmarked by May 31, 2024. Completed Program Application Packets may be hand delivered to Health Science Program Assistant at the College or mailed to the Nursing Program.

Application Due Date: May 31, 2024 No late applications will be accepted.

Contact Information

Health Science Administrative Assistant
Room R 227
406.771.4350

Mailing address:

Registered Nurse Program Admissions Committee
Attention: Associates of Science Nursing Program
Great Falls College MSU
2100 16th Avenue South
Great Falls, MT 59405

Please send all application items as a completed packet. Items sent separately and at random are easily lost or misfiled. We are not responsible for any late, lost or misfiled information. Please only send required documentation, as other supplemental items will be discarded.

Application may be submitted once completed, prior to the due date, but will not be considered for acceptance until all applications have been reviewed.

Please note, submission of false material in this Application Packet will be grounds for non-admission

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or, if discovered after admission, grounds for expulsion. Great Falls College MSU's ASN Registered Nurse program does not maintain a waiting list. Applicants must reapply each year.

Notification of Acceptance

Accepted students will be notified of their acceptance into the program the by **July 5, 2024**. This notification will be electronic through DocuSign to the email on your application.

Accepted students will receive, and must complete and return, the intent to enroll form sent to your email through DocuSign. If this electronic letter of intent to enroll is not returned by the assigned date, the place will be offered to another applicant.

Accepted students will be registered for classes by college staff upon receipt of their electronically signed intent to enroll form.

Students not accepted will be notified via traditional mail by **July 26, 2024**.

Associate of Science Nursing, Registered Nurse Curriculum

Prerequisite Coursework

All prerequisite coursework must be completed with a minimum grade of C (not a C-) in each course and a minimum cumulative GPA in prerequisite coursework of 2.5. Grades in prerequisite courses are a major factor in ranking applications for program acceptance. A list of all prerequisite coursework can be found in the current catalog online at <http://catalog.gfcmsu.edu/academic-programs/registered-nurse/#programrequirementstext>.

Science courses must include a lab and be completed within 5 years of application to the program. All other courses must be completed within 15 years of applying to the program. For additional information on age of credits, contact the Nursing Program Director. (Although unlikely, acceptance of science courses that are older than five (5) years is at the discretion of the Program Director)

ASN RN Program Coursework after Formal Acceptance

In order for a student to graduate from the Nursing Program all course requirements must be completed as stated in the current catalog, <http://catalog.gfcmsu.edu/academic-programs/registered-nurse/#programrequirementstext>. This includes completing all nursing courses with an overall grade no less than a C (75%) and a cumulative course test average of no less than 75% (calculated at the end of the semester).

The Nursing Program standards and requirements in relation to the grading scale and attendance are more rigorous and strict than the general requirements for Great Falls College MSU. This increased level of expectation is necessary to prepare students for the NCLEX and to ensure graduates are prepared for professional employment in the field of nursing. Clinical and Lab courses are "Pass / Fail." To "Pass" a Clinical or Lab the student must have 75% or more of the available points for the course as well as "Pass" **all** Lab skills assessments.

Students are encouraged to take PSYX 100, SOCI 101, and BIOM 250 w/lab prior to program acceptance due to workload requirements of the ASN Registered Nurse program.

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Submit pages 7 – 14 as application packet

GREAT FALLS MSU ASSOCIATE OF SCIENCE NURSING PROGRAM Application Packet

NAME _____

ADDRESS _____

CITY _____ ST _____ Zip Code _____

TELEPHONE (Home) _____ (Other) _____

E-MAIL _____ STUDENT IDENTIFICATION NUMBER: _____

Check-off List (please check off all completed)

√	Item
	Check with Admissions to be sure you have a completed Admissions File. A completed admissions file includes a completed application, copies of high school/GED/HiSET transcripts or diplomas, proof of MMR, and completion of placement testing or submit official college transcript(s) verifying placement. Complete admissions files will be verified by the registrar's office and applicants with incomplete files will not be admitted to the program. Students are encouraged to check with the admissions office to confirm that their admissions file is complete.
	In Good Academic Standing All students must be in good academic standing which means they are not on academic probation/warning OR academic probation/warning continued, OR academic suspension. Good academic standing will be verified by the registrar and any applicants who are not in good academic standing will not be admitted to the program. Students are encouraged to check with the Registrar's or admissions office to confirm that they are in good academic standing.
	Application Packet Cover & Check Off Sheet (<i>this page 7</i>)
	Application Evaluation Form (complete forms for submission <i>pages 8-11</i>)
	Technical Standards Form (<i>signed pages 12-14</i>)
	Kaplan Admissions Test completed. (Score listed by applicant on <i>page 11</i> ; verified by program official).
	Optional - Verification of Healthcare work experience (<i>page 15</i>) MUST submit this form in a sealed, signed envelope for eligible hours to be counted
	Official Transcripts for all courses completed post-secondary education or previous degree attainment (Send official transcripts to Registrar – DO NOT include in packet)

Important Note:

Successful completion of the Nursing Program does not guarantee that the Montana Board of Nursing will allow a graduate to take the NCLEX or attain a nursing license if you have a felony conviction. This is approved or denied by the Montana Board of Nursing on an individual basis. If you have a felony conviction, contact the Montana Board of Nursing for further information before making an application to the program. <https://boards.bsd.dli.mt.gov/nursing/>

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Application Evaluation Form

Please Complete in Full

Applicant Name: _____ **Submission Date:** _____

GFC MSU Student ID: _____

Eligibility Assessment: (Place "Y" in blank to indicate requirement has been addressed)

Admitted to Great Falls College MSU; file complete, simply check with Admissions	
In good academic standing	
Each Prerequisite Course completed with minimum grade of "C" (not C-) or higher	
2.5 cumulative Prerequisite GPA	
<p>Have you ever been enrolled in a Nursing Program?</p> <p><i>If yes, list when, where, and if you graduated.</i> _____</p> <ul style="list-style-type: none"> • Official transcripts are required to be on file with the GFC MSU Registrar's Office • If you did not graduate, you must also include a written explanation for leaving AND one (1) Nursing Faculty or Program Director reference from that program. 	<p>Mark one:</p> <p>NO <input type="checkbox"/></p> <p>YES <input type="checkbox"/></p>

Application Scoring

- Only students in Good Academic Standing will be eligible for program acceptance.
- For applicants, who have taken courses multiple times, the most recent verifiable grade will be used for scoring /GPA calculations.
- Points and GPAs will be calculated by the Registrar's Office and grade points will be calculated using the current catalog criteria which includes +/- weighing. Plus or minus is equivalent to the following:

(A) = 4	(B+)= 3.3	(C+) = 2.3
(A-) = 3.7	(B) = 3.0	(C) = 2
	(B-) = 2.7	

- In the following situations, there is no grade assigned for calculation, scoring purposes, or GPA, but credits will be accepted. In these situations, the total points will convert to percentages for ranking.
 - Students who have been awarded credit for successful performance in subject examinations of the CLEP or DSST programs
 - Students, who have been awarded credit for successful performance in subject examinations of the AP program for scores of 3, 4 or 5.
 - Students who have been awarded Passing (P) grades for Prior Learning Assessment

For students, who have additional educational attainment, the Registrar's Office will verify degrees awarded from official transcripts. All transfer work has to be from an [appropriately accredited](#) Institutions and official transcripts are required to be on file with the GFC MSU Registrar's Office.

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Admissions Criteria Score:

Please summarize your course work by completing the tables below, with official transcripts on file with the registrar if courses were taken at another institution. Science courses must be completed within 5 years of applying for Registered Nurse Program and must include a lab component and other courses must be completed within 15 years of applying to program.

**Please include if class occurred face-to-face (you went on campus), or hybrid (a mix of on campus & online), or completely online. Information on the delivery method of the course is for data gathering purposes only and will not impact the scoring of your application.*

A. Performance in Prerequisite Courses (62 points possible):

Grade A = 4, A- = 3.7, B+ = 3.3, etc. Multiply that number by the Emphasis = points

Great Falls College MSU Course	Course #	Institution and year course was completed	*Delivery – online, hybrid or face-to-face	Grade/Points		Emphasis		Points
<i>(For ex)</i> Microbiology	BIOM 250	GFC MSU - 2015		A(4)	x	1	=	4
Human A&P I w/Lab	BIOH 201				x	5	=	
Human A&P II w/Lab	BIOH 211				x	3	=	
Either: Intro to Gen. Chem w/Lab	CHMY 121				x	3	=	
or BOTH College Chem I + II w/Lab	CHMY 141 AND CHMY 143					3		
College Writing I	WRIT 101				x	2	=	
One of the following: College Math for Healthcare	M 140 or				x	2.5	=	
College Algebra Precalculus Calculus I	M 121 or M 151 or M 171				x	2	=	

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If lab and lecture were taken as separate courses, the emphasis will be calculated based on the ratio of the appropriate credits for each course component. **For example:**

Human A+P lecture (3cr) Human A+P Lab (1cr)	$B \text{ in lecture } (3 \times .75 = 2.25)$ $A \text{ in lab } (4 \times .25 = 1)$ $2.25 + 1 = 3.25$	3.25	x	5	=	16.25
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Total Prerequisite Score (from previous page) = _____

B. Performance in Program Corequisite Courses (12 points possible):

Grade A = 4, A- = 3.7, B+ = 3.3, etc. (Multiply that number by the Emphasis = points)

Great Falls College MSU Course	Course #	Institution and year course was completed	*Delivery – online, hybrid or face-to-face	Grade/Points		Emphasis		Points
Microbiology for Health Science w/Lab	BIOM 250				x	3	=	

Total Program Corequisite Courses Score = _____

C. Hours of Healthcare Work Experience (3 points max):

Defined as paid healthcare work experience with direct, human, hands-on patient care (not of a family member). This may include, but is not limited to, bedside care or scheduled interactions of multiple humans, assisting or performing skilled duties for the individuals (feeding, ambulating, dressing, bathing, taking vital signs, range of motion, etc.)

Verification form is required and must be hand filled in (**NO printed job descriptions**). Work experience submitted without a completed verification form will not be considered. A separate form is required for each employer. (See attached form) *Work experience is only considered within the past 5 calendar years.*

Health Care Employment Experience	Points
10,000 and more hours of paid work experience with direct human patient care	3
5,000 – 9,999 hours of paid work experience with direct human patient care	2
500 – 4,999 hours of paid work experience with direct human patient care	1

Total for Healthcare Employment Experience: Score = _____

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D. Previous Educational Attainment (3 points max –points awarded for one degree only)

Degree Attained	Concentration Area	Points
Certificate of Applied Science	(NOT Certificate of Technical Science)	1
Associate Degree		2
Bachelor’s Degree		3

List Where Degree Attained & When: _____

Verification required (Official transcript with degree or certificate posted MUST be on file with GFC MSU Registrar and MUST be from an [appropriately accredited](#) Institution of higher education.)

Total for Previous Educational Attainment Score = _____

E. Kaplan Nursing Program Admissions Test

“The Kaplan Admission Test is designed to determine if students have the academic skills necessary to perform effectively in a school of nursing. The Admissions Test is a 91-question, online, multiple-choice test which evaluates the basic reading, math, writing and science skills of students seeking entry into a nursing program leading to RN licensure.” (Kaplan, 5/26/17).

The test may be taken two (2) times during this year’s application cycle, with the higher grade being the one considered. For more detailed information regarding the Kaplan Admission Test, please visit the “Kaplan” tab on the Great Falls College MSU Registered Nursing Program Webpage <http://www.gfcmsu.edu/webs/nursing/rn.html> or contact the Health Science Administrative Assistant (406-771-4350) for group scheduling and information.

The Kaplan Admissions Test is free of charge to people applying to the ASN RN program at Great Falls College MSU however the individual testing sites may charge a fee that the applicant is responsible for. The Kaplan Admissions Test must be taken at an approved location. Proctor information and needed forms are coordinated through the Great Falls College MSU Nursing Program Director if the Kaplan Admission Test is to be taken outside of the Great Falls College MSU campus.

The minimum “Overall” score on the Kaplan Admissions Test that will be accepted is 65%. Applicants with “Overall” Kaplan scores below 65% will not be considered for admission.

Overall Applicant Score Calculation:

APPLICANT SCORE	Applicant Score
Total Application Score (80 possible points)	
Kaplan Test Score (65-100 possible points)	
Total application score + Kaplan Test score	

In case of a tie at the raw point level, these are the tie-breaking criteria:

- ✓ Veterans Priority of Service (copy of DD 214 is required.) then,
- ✓ Grade in BIOH 201 then
- ✓ Grade in CHMY 121 then
- ✓ Grade in NUTR 121 or NUTR 221 then
- ✓ Grade in AHMS 144 course then
- ✓ Highest prerequisite GPA

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Technical Standards (page 1 of 3) Great Falls College MSU Nursing Programs

The technical standards for the ASN Registered Nursing Program at Great Falls College MSU are considered criteria for admission to the program and are listed below.

If you have questions or concerns about your ability to meet the technical standards with or without accommodations, or if you would like to arrange reasonable accommodations, you should contact Disability Services. Applicants who disclose a disability are considered for admission if they are otherwise qualified so long as such accommodation does not significantly alter the essential requirements of the curriculum and the educational program, or significantly affect the safety of patient care or others.

To successfully complete the Nursing Program, students must demonstrate their competency in carrying out tasks necessary for safe and effective practice in the field, including:

Observation/Sensory-Motor

- Accurately identify and assess heart, breath, abdominal, and other sounds of the human body
- Accurately assess normal and abnormal color changes in the skin and observe pupil changes
- Accurately differentiate colors and recognize patient odors
- Detect and respond appropriately to activation/warning signals on equipment) including auditory and visual signals)
- Detect significant environmental odors
- Distinguish fine print on various medication labels
- Observe and assess conditions of a patient accurately, at a distance and close at hand, and observe non- verbal communication when performing nursing assessments and interventions or administering medications
- Observe and participate in all demonstrations and experiments in the basic sciences including computer assisted instruction
- Observe digital or waveform readings
- Perceive signs of disease and/or infection as manifested through physical examination including visual images of the body surfaces, palpable changes in various organs and tissues, and auditory information (patient voice, heart sounds, bowel and lung sounds)
- Read gradients/calibrations on a syringe

Communication

- Accurately document treatment information
- Communicate accurately and effectively in English with other students, faculty, staff, patients, families and other professionals in a culturally sensitive manner
- Communicate effectively in classroom presentations, seminars, simulation, practicum sites, practicum conferences, and online-formats
- Convey or exchange accurate information in a clear and efficient manner to obtain a health history, identify problems presented, and explain alternative solutions
- Effectively communicate with and respond appropriately to other healthcare professionals' questions, requests, and directions in classroom, lab and clinical settings

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Technical Standards (page 2 of 3)

- Process and communicate information on the patient's status including changes in mood, activity and posture and non-verbal communications with accuracy in a timely manner to members of the health care team

Psychomotor

- Adjust and operate diagnostic or therapeutic devices by manipulating knobs, dials, and keyboards
- Answer patient call lights or intercom system to determine patient needs
- Assemble medical equipment and supplies
- Conduct laboratory and diagnostic tests and carry out physical assessments
- Coordinate fine and gross muscular movements to treat patients in emergency situations
- Engage in patient care delivery in all settings and deliver care to all patient populations including but not limited to children, adolescents, adults, individuals with disabilities, medically compromised patients and vulnerable adults
- Execute physical movements required to provide general care and treatment to all patients in all health care settings
- Move and position heavy and/or large equipment and patients
- Operate equipment typically found in the health care environment including IV pumps, cardiac monitors, and electric and manual blood pressure equipment, safe handling equipment
- Perform basic life support, ventilation/compression (including CPR and AED), and other basic life support functions
- Perform inspection, palpation, auscultation, percussion, and other diagnostic maneuvers
- Provide holistic nursing care and perform or assist with procedures, treatments, and medication administration
- Respond to emergencies precisely, consistently, accurately, and quickly
- Safely assist a patient in moving from one place or another
- Transfer patients from bed to chair, bed to stretcher, chair to bed as needed
- Transport patients in wheelchairs as necessary
- Turn/reposition bedfast patient

Intellectual-Conceptual, Integrative, and Quantitative

- Accurately perform mathematical calculations and calculate medication dosages & IV rates from instructions given
- Analyze, collect, and synthesize data to reach diagnostic and therapeutic judgments and to develop an appropriate plan of care
- Demonstrate factual, conceptual, procedural, and metacognitive knowledge
- Effectively perform chart reviews and continuous assessment of the patient's status
- Effectively prioritize multiple tasks
- Effectively take and record doctors' orders, patient histories, and subjective/objective findings
- Exercise good judgment in patient assessment
- Maintain accurate clinical records on patient care
- Manage the demands of time constraints and frequent interruptions
- Measure, calculate, reason, analyze, integrate, synthesize and problem solve in the context of the level and the focus of their curricular program
- Perform data entry tasks using available technology

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Technical Standards (page 3 of 3)

- Perform universal precautions against contamination
- Provide all aspects of patient care including medication administration and treatments according to nursing unit guidelines
- Provide clear expression of personal ideas and feelings, demonstrations of bidirectional feedback, and sensitivity to persons with ideas and experiences that differ from their own
- Provide in-depth rationale for plan of care
- Use and interpret information from assessment techniques/maneuvers such as those involved in assessing respiratory and cardiac function, blood pressure, blood sugar, neurological status, etc.
- Use and interpret information related to physiologic phenomena generated from diagnostic tools (sphygmomanometer, otoscope, ophthalmoscope) during a comprehensive examination of a patient

Behavioral and Social Attributes

- Abide by the professional standards of practice defined by the discipline
- Demonstrate compassion, sensitivity, and concern for others
- Demonstrate understanding and adherence to professional standards of nursing
- Function effectively under physically taxing workloads including in times of physical and mental stress
- Function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable ways
- Maintain appropriate professional decorum in high stress situations and when exposed to unusual sights and smells
- Maintain confidentiality with regard to all phases of work

I understand that I will be expected to demonstrate competency in the technical standards stated above in order to successfully complete the program.

Student Signature _____ Date _____

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VERIFICATION OF PAID HEALTHCARE OCCUPATIONAL EMPLOYMENT

The Applicant can duplicate this form for additional employers/agencies.

Applicants to the Nursing Programs at Great Falls College MSU are granted additional points toward their application point total from prior or current employment in a Healthcare setting. The application process requires verification of paid work experience. Employers (either Supervisor or Human Resources representative) are asked to verify the applicant's description of job duties and number of hours of patient care using this form.

INSTRUCTIONS:

Section I: Nursing Program Applicant completes **before** having the form completed by the employer.

Section II: The employer/agency official verifies information on form then **seals form in envelope, signs across the flap** and returns form to applicant. ***No printed job descriptions will be accepted.***

Forms not submitted in a sealed envelope with signature across the flap will not be considered.

Section I

Applicant Name: _____ Prior Name if applicable: _____

Applicant Address: _____

Facility Name and type: _____

Facility Address: _____

Length of employment (mm/dd/yy): from _____ to _____

Total Hours Paid Healthcare work: _____ Position: _____

Supervisor: _____

Complete a detailed description of Job Duties

I understand the submission of false material in this Application Packet will be grounds for non-admission or, if discovered after admission, grounds for expulsion. Permission has been granted for Great Falls College MSU to verify the above information.

Applicant Signature: _____ Date: _____

Section II

Facility Name: _____ Phone: _____

Supervisor of Applicant, please print: _____

I verify the information provided by the applicant to be accurate and true to the best of my knowledge.

If applicant added additional detail to description of job duties, I have signed that addendum also.

Signature of Supervisor and Date _____

Mailing Address (Street Address, P.O Box) _____

City _____ State _____ Zip Code _____

It is the student's responsibility to be sure that all parts of this form are complete.