

# College of Eastern Idaho Practical Nursing Professional Enrollment Form

## Application & Supplemental Documentation Deadline:

March 1st by midnight MST for fall semester (August) start

October 1st by midnight MST for spring semester (January) start

## Introduction

Thank you for your interest in the CEI Practical Nursing Program. Nursing is a rigorous and demanding discipline that requires a strong commitment. Before applying, carefully consider the mental, emotional, and physical demands of the program, as well as the responsibilities associated with becoming a nursing student.

## Program Overview

Students who complete CEI's Practical Nursing program will receive an Intermediate Technical Certificate. The CEI LPN program combines nursing theory and clinical experience to prepare graduates to practice in today's dynamic healthcare environment. Upon completion of the program, graduates meet the state of Idaho Board of Nursing's educational requirements and are eligible to apply in Idaho to take the national examination (NCLEX-PN) for licensure as a Licensed Practical Nurse.

## Application Process Overview

CEI offers limited entry into the (PN.ITC) Practical Nursing Program. Applicants must be admitted to CEI as a certificate/degree-seeking student one month before the application deadline. All prerequisite courses from outside institutions must be transferred to CEI by the above dates. **Meeting all CEI general admission requirements does not guarantee acceptance into the PN program.** Those not selected this enrollment period will need to submit a new application and enrollment form for the next enrollment period.

Contact CEI Admissions at 208-524-3000 Ext. 4 for CEI enrollment assistance.

It is recommended that you contact your advisor after registering as a CEI student or if you have questions about your academic progress. Contact CEI's Advising Department at [ceiadvising@cei.edu](mailto:ceiadvising@cei.edu)

Contact [NursingApplications@cei.edu](mailto:NursingApplications@cei.edu) for nursing specific program information or to make an appointment with a pre-nursing advisor.

For more information, please see our LPN Enrollment Application Guide. It can be found on CEI's Practical Nursing webpage on the Requirements Tab and the Resources Tab.

<https://www.cei.edu/program/practical-nursing>

## Professional Application Required Documentation

**All required documentation must be uploaded in the supplemental section of the application by the above outlined deadlines. Applications with missing supplemental documentation will not be eligible for review.** Review of your application does not guarantee a spot in the program.

If there are more applicants than seats available, acceptance will become competitive and will be determined by TEAS scores. Bonus points will be given for patient care experience, completion of CNA/NUR 101 with a minimum of C+, and completion of non-nursing courses (ENGL 101, MATH 153, BIOL 227 and Lab, BIOL 228 and Lab, and HCT 125/NUTR 239) with a minimum of a C+ prior to enrollment.

- **Age requirement:** Must be 18 years old by the start of the second semester of the program. Parents/Guardians may need to sign waiver form(s) before the student turns 18.
- **High School Diploma or GED:** Applicants must have completed high school or earned an equivalent certification by the time they start the program.
- **TEAS:** Submit your TEAS score. **A passing score is valid for 2 years.** See the Application Guide located on Practical Nursing webpage under the Resources tab for specific score requirements as well as testing details.
- A **CNA license** is highly encouraged prior to program start. If this is not complete, you will be required to take NUR 101 in the first semester of the program. Upload a copy of your current CNA certification or copy of Idaho CNA registry (Prometric) verification. Alternatively, you may upload EIRMC's PCT Essentials (previously Star-tech) certificate or an unofficial transcript showing completion of CEI's NUR 101 with grade of C+ or higher.
- **Background Check:** Upload all pages of a completed Pre-Check background check. Instructions are located on the Practical Nursing webpage under the Resources tab. **You are strongly encouraged to start the background check no less than one month before the application deadline.**  
Background check report must be dated after:
  - January 1 - Spring application period for fall start (due March 1)
  - July 1 – Fall application period for spring start (due October 1)
- **Immunization Record:** While CEI does not mandate immunizations, we are obligated to comply with the policies of our clinical partners. The clinical facilities establish their own immunization/titer requirements to protect the health and safety of patients, staff, and students. See the application guide for details on immunizations and titers required by our clinical partners.
- **Physical:** Upload all pages of the completed physical form. The required form can be found on the Practical Nursing webpage under the Resources Tab. **Upload all 3 pages.**  
The physical form must be dated after:
  - January 1 - Spring application period for fall start (due March 1)
  - July 1 – Fall application period for spring start (due October 1)

- **(If Applicable) Letter of Good Standing:** Applicants who have attended, or are currently attending, another **Practical OR Registered** Nursing program must submit a letter of recommendation from the administrator of that program stating that the applicant is in good standing.
- **(Optional) Work Verification Form:** Direct patient care, within 3 years of application deadline, will earn the applicant additional points toward admission. The applicant will earn one point for every 200 hours worked, up to a maximum of five points. The PN Work Verification form can be found on the Practical Nursing webpage under the Resources tab.

## Communication

Application status notifications will be sent during the first week of April and November to the email address associated with your application login. If you are accepted, you must confirm your acceptance by the specified deadline.

Once enrolled in the program, all future communication from the CEI Nursing Department will be sent to your CEI student email account. It is your responsibility to check your email daily and read all messages carefully to ensure you do not miss important information.

## Course Scope and Sequence

Any non-nursing courses completed prior to the start of the LPN program must have a minimum grade of C+ to be counted toward the program's requirements.

To be completed in three semesters:

1st Semester:

- ENGL 101 – Writing & Rhetoric I - 3 credits (if not already taken)
- MATH 153 – Statistical Reasoning - 3 credits (if not already taken)
- BIOL 227 – Human Anatomy & Physiology I - 4 credits (if not already taken)
- BIOL 227L – Human Anatomy & Physiology I Lab - 0 credits (if not already taken)
- ARN 120 – Introduction to Pharmacology – RN - 3 credits
- NUR 101 – Introduction to Nursing - 3 credits (Will be excused from this course if student has a CNA license)

2nd Semester:

- BIOL 228 – Human Anatomy & Physiology II - 4 credits (if not already taken)
- BIOL 228L – Human Anatomy & Physiology II Lab - 0 credits (if not already taken)
- NRS 117 – Essential Fundamentals of Nursing - 4 credits
- NRS 117L – Essential Fundamentals of Nursing Lab - 2 credits
- NRS 143 – Foundations of Medical/Surgical Nursing I - 5 credits

3<sup>rd</sup> Semester:

- ARN 220 – Foundations of Mental Health Nursing- RN - 3 credits
- NRS 207 – Introduction to Maternal/Child Nursing - 3 credits
- ARN 165 – Principles of Nursing Leadership - 2 credits
- NRS 243 – Foundations of Medical/Surgical Nursing II - 5 credits
- NRS 285 – Transition to PN Practice - 1 credit
- HCT 125 – Nutrition for Health Care Professionals - 1 credit

## Progression in the Nursing Program

To progress semester to semester in the Nursing Program, the student must:

- Maintain a minimum grade of “C+” in every required general education and nursing course for each semester. Students must also maintain a minimum test average of 77% in all nursing courses.
- Take nursing courses in sequence.
- Take general education courses within or prior to the semester in which they are found, as outlined in the curriculum.
- Maintain acceptable background checks and drug screens.
- Follow all policies and procedures of the Nursing Program.

## Acknowledgement of Program Requirements for Personal Effort

The nature of the College of Eastern Idaho Nursing Program, as with most nursing programs, requires a substantial time commitment to fulfill the intense requirements of the program in the classroom, nursing clinical laboratory, and clinical settings. Student success in the nursing program is dependent upon the creation and maintenance of a collaborative, working partnership between students and faculty. The nursing program faculty recognizes its responsibility as facilitators of your learning and is committed to helping you succeed in the program.

However, it is important that you are aware of the responsibilities you will hold for your own learning while in the nursing program.

1. Due to the demands of the Nursing Program, student employment and other college elective courses should be approached with caution. This personal decision should be based on individual performance in the classroom, clinical areas, and personal health. It is the desire of the nursing faculty that all students be successful in the program and that essential learning is not compromised. Students will not be excused from class or clinical assignments for personal work schedules or elective courses.
2. You will be exposed to in-depth, comprehensive nursing concepts and principles that may require more effort on your part to learn and understand. Therefore, classroom attendance is expected and accountability for knowledge and assignments is the student's responsibility. Skills labs are required to prove competency and are part of the required clinical experience. Failure to comply with attendance or assignments could result in dismissal from the program.
3. You are expected to be prepared for class, lab, and clinical. This may include extensive reading, completion of care plans, practice in the lab, and other assignments prior to your attendance. Completing assignments on time is required unless other arrangements are coordinated with your instructor.
4. Clinical is required for completion of program. Clinical rotations are based on site availability. Individual student schedules, vacations, etc. cannot be accommodated. Final Clinical Practicum requires students to work full-time with a preceptor in a clinical setting. Rotations could include days, nights, weekends, or holidays. Student attendance is required at assigned clinical time.
5. Most exams given in the nursing program are structured similarly to the nurse licensing (NCLEX) exam. This means that most of the items on the exams are application, analysis, and synthesis type questions rather than simple knowledge and recall. These questions require a higher order of thinking to answer correctly.
6. You may find the nursing program very different and more difficult than your past educational experiences. The nursing program is designed this way to facilitate the quality of the program, prepare you to pass your licensing exam, and ensure you become a safe and competent nurse.

## Americans with Disabilities

Students with disabilities who think they may require accommodation(s) in meeting the technical standards should contact Disability Resources. When possible, students should seek accommodations advising prior to admission to the Nursing Program so that a plan can be in place at the beginning of the program. Applicants seeking admission into the program who may have questions about the technical standards and appropriate reasonable accommodations are invited to discuss their questions with the Coordinator. Reasonable accommodations will be directed toward providing an equal educational opportunity for students with disabilities while adhering to the standards of nursing practice for all students. Disability accommodation letters should be turned into faculty as soon as possible, as accommodations are not retroactive.

## Essential Abilities for Nursing Programs at CEI

Certain functional abilities are essential for the delivery of safe, effective nursing care. These abilities are essential in the sense that they constitute core components of nursing practice, and there is a high probability that negative consequences will result for patients/clients under the care of nurses who fail to demonstrate these abilities.

Programs preparing students for the practice of nursing must attend to these essential functional abilities in the education and evaluation of students.

The practice of Nursing requires the following functional abilities with or without reasonable accommodations:

### Visual Acuity

Must be sufficient to assess patients and their environments and to implement the nursing care plans that are developed from such assessments. Examples of relevant activities:

- Detect changes in skin color or condition
- Collect data from recording equipment and measurement devices used in patient care
- Detect a fire in a patient area and initiate emergency action
- Draw up the correct quantity of medication into a syringe

### Hearing Ability

Must be sufficient to assess patients and their environments and to implement the nursing care plans that are developed from such assessments. Examples of relevant activities:

- Detect sounds related to bodily functions using a stethoscope
- Detect audible alarms within the frequency and volume ranges of the sounds generated by mechanical systems that monitor bodily functions
- Communicate clearly in telephone conversations
- Communicate effectively with patients and with other members of the healthcare team

### Olfactory Ability

Must be sufficient to assess patients and to implement the nursing care plans that are developed from such assessments. Examples of relevant activities:

- Detect foul odors of bodily fluids or spoiled foods
- Detect smoke from burning materials

## Tactile Ability

Must be sufficient to assess patients and to implement the nursing care plans that are developed from such assessments. Examples of relevant activities:

- Detect changes in skin temperature
- Detect unsafe temperature levels in heat-producing devices used in patient care
- Detect anatomical abnormalities, such as subcutaneous crepitus, edema, or infiltrated intravenous fluid

## Strength and Mobility

Must be sufficient to perform patient care activities and emergency procedures. Examples of relevant activities:

- Safely transfer patients in and out of bed and assist them with ambulation using appropriate assistive devices
- Safely control fall of a patient, by slowly lowering the patient
- Turn and position patients as needed to prevent complications due to bed rest
- Hang intravenous bags at the appropriate level
- Accurately read the volumes in body fluid collection devices hung below bed level
- Perform cardiopulmonary resuscitation

## Fine Motor Skills

Must be sufficient to perform psychomotor skills integral to patient care. Examples of relevant activities:

- Safely dispose of needles in sharps containers
- Accurately place and maintain position of stethoscope for detecting sounds of bodily functions
- Manipulate small equipment and containers, such as syringes, vials, ampules, and medication packages, to administer medications

## Physical Endurance

- Must be sufficient to complete assigned periods of clinical practice. (8-12 hour clinical days)

**Ability** to speak, comprehend, read, and write English at a level that meets the need for accurate, clear, and effective communication.

## Emotional Stability

Must be sufficient to function effectively under stress, to adapt to changing situations, and to follow through on assigned patient care responsibilities. Students must possess the emotional health required to utilize their intellectual abilities, fully exercise good judgment, complete all responsibilities, attend to the nursing diagnosis and care of patients promptly, and the development of mature, sensitive and effective relationships with patients and their families. Students must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the clinical problems of many patients.

Compassion, integrity, concern for others, interpersonal communication skills, interest and motivation are all personal qualities that will be assessed during the education process. As a component of nursing education, a student must demonstrate ethical behavior including adherence to the professional nursing code and the CEI Nursing Program standards and procedures.

## Cognitive Ability

Must be sufficient to collect, analyze, and integrate information and knowledge to make clinical judgments and management decisions that promote positive patient outcomes.

## FYI: POST ACCEPTANCE REQUIREMENTS

*You will be required to complete the following once you receive notice that you are accepted into the Practical Nursing Program.*

### *BLS/CPR Certification:*

- o A current American Heart Association (AHA) BLS/CPR for Healthcare Providers card is required. Your BLS/CPR certification must be from AHA. No other organizations are accepted. You are required to maintain a current BLS/CPR certification throughout the entire program, and it cannot expire during the semester.

### *TB Test: Must be one of the following:*

- o QuantiFERON-TB Gold Plus Test
- o Chest x-ray (ONLY for previous positive TB results)

### *Proof of Health Insurance:*

Proof of health insurance coverage is required. You must remain insured while in the professional portion of the Practical Nursing program. If your insurance coverage changes, you are required to update your information ASAP.

*Please note: If accepted into the LPN Program, you will be required to attend the following mandatory meetings.*

Failure to attend could result in your acceptance being rescinded.

### **Nursing Program Orientation:**

2<sup>nd</sup> Monday in April, 9am-noon (for fall semester start) OR

2<sup>nd</sup> Monday in November 9am-noon (for spring semester start)

### **New Student Onboarding Bootcamp:**

Wednesday before the semester starts, 9am-5pm

## Certifications

- I certify that I have read and agree to the personal effort needed to complete the nursing program.
- I certify that I have read and agree to the American with Disabilities section on this application.
- I certify that I have read and understand the essential abilities section.
- I certify that I have read and understand the requirement for progression when enrolled in the program.
- I understand there is a mandatory Nursing Program Orientation on the 2<sup>nd</sup> Monday in April from 9am to noon (for fall semester start) OR 2<sup>nd</sup> Monday in November from 9am to noon (for spring semester start) and that failure to attend could result in my acceptance being rescinded.
- I understand there is a mandatory New Student Onboarding Bootcamp on the Wednesday before the semester starts from 9am to 5pm and that failure to attend could result in my acceptance being rescinded.
- I certify that I will be 18 years old by the start of the second semester of the LPN program.
- I certify that I will have completed high school or earned an equivalent certification prior to the start of the LPN program.
- I understand that illegal use, possession, and/or misuse of drugs are reasons for immediate dismissal from the nursing program.
- I understand that a felony conviction may prevent me from obtaining a nursing license.
- I understand that the nursing program reserves the right to decline to accept students to the nursing program based on the results of their background check.
- I acknowledge that I have read and understand this form in its entirety and if I am accepted into the College of Eastern Idaho nursing program, I agree to organize my time and personal affairs to meet the commitments necessary to succeed.
- I certify that the information contained on the college application and nursing program enrollment form, including uploaded supplemental items, is true and complete to the best of my knowledge. I understand that any misrepresentation or falsification of information is cause for denial of admission to or expulsion from the program or the college.

I am an Idaho Resident.  NO  YES

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

Please print your name, put today's date, and sign this page. Then scan **ALL** pages and upload to the Supplemental Items section of your application.