



**APPLICATION FOR ADMISSION TO THE
RESPIRATORY CARE PROGRAM**



**JACKSON COMMUNITY COLLEGE
RESPIRATORY CARE**

ASSOCIATE in APPLIED SCIENCE

I wish to be considered for acceptance into the JCC's Respiratory Care Program for the following year: Please mark **ONLY** one year:

WINTER Semester 2010 2011 2012

Program Application Fee
\$50.00
non-refundable

NAME _____ Previous Last Name _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

JCC STUDENT ID NUMBER _____ HOME PHONE _____

CELL PHONE _____ EMAIL ADDRESS _____

The following must be completed prior to entering the program:

HOC 130, MOA 120, BIO 132 or BIO 155 or BIO 253 AND BIO 254, ENG 131, MTH 131 (with a minimum grade of **3.0**)

THIS PROGRAM IS COMPETITIVE. Minimum Grades DO NOT Guarantee Admission

For each course listed below, please fill in an appropriate response:

Indicate your grade if you have completed the course, OR Indicate if you are currently enrolled OR when you plan to be.

*You must meet the required credits for each prerequisite course transferred to JCC.

| | |
|--|---|
| HOC 130 *3 transfer credits | ENG 131 *3 -4 transfer credits |
| MOA 120 *2 -3 transfer credits | MTH 131 *3 -4 transfer credits |
| BIO 132 or BIO 155 or BIO 253 & BIO 254 *4 - 5 transfer credits | Previous degree (s) earned (state each): Please attach copy of diploma |
| Prior Allied Health Experience (in years) Please attach a list of positions and references to confirm this experience | |

| | | |
|--|-----------------|---|
| Have you completed and submitted these documents? | JCC Application | Application Fee Paid Receipt Attached \$\$\$ |
|--|-----------------|---|

My signature verifies that I have met all requirements for application to the Respiratory Care program; read and understand the Technical Standards for Admission and the Technical Standards and Functions documents; Respiratory Care Admission Process (pages 2, 3, 4, & 5); my admissions file is complete; and I have consulted with an Academic Advisor.

Student Signature _____ Date _____

*Application form must be submitted directly to the: Jackson Community College
Allied Health Office (JW 231)
2111 Emmons Road
Jackson, MI 49201*

APPLICATION and TRANSCRIPT RECEIPT DEADLINE:

August 31st (RESPIRATORY CARE) FOR A WINTER SEMESTER PROGRAM START (JANUARY)

RESPIRATORY CARE ASSOCIATE IN APPLIED SCIENCE ADMISSION PROCESS

Jackson Community College and the Allied Health Department are pleased that you are interested in the Associate in Applied Science Respiratory Care Program. The selection process was established to enhance student success in the Respiratory Care curriculum and passing scores on the National Exams administered by the National Board for Respiratory Care (NBRC).

Current Accreditation Status

This is a new program, and as such, in the process of becoming accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) through the Committee on Accreditation for Respiratory Care (CoARC). The program is operating under a Letter of Review issued in January 2007. Upon completion of a CoARC site visit, scheduled for fall 2009, the program will then be eligible for its Initial Accreditation. While the program is operating under the Letter of Reviews, the students who graduate from the program will be eligible for Michigan licensure and to take their NBRC board exams. After the site visit takes place, if CoARC declines to grant the Initial Accreditation, then no more students may be admitted to the program until the program's issues are corrected, although students that are already enrolled will still be covered by the Letter of Review. For more information on the program's accreditation status, you may contact Tom Smalling, PhD., RRT, Executive Director, Committee on Accreditation for Respiratory Care, 1248 Harwood Road, Bedford, Texas 76021-4244, phone (817) 283-2835.

APPLICATION PROCEDURE - ALL Applicants must:

- 1) Submit a Jackson Community College application.
- 2) Submit a completed Jackson Community College Program Application Form and indicate the desired year. ***This application must be submitted directly to the Allied Health Office (JW 231). The application fee must be paid to JCC's Cashier's Office.***
- 3) Be a high school graduate or successfully complete the G.E.D. test.
- 4) Forward to the Jackson Community College Records Office **ALL** transcripts from colleges previously attended. ***It is your responsibility to confirm that your transcripts are on file.*** (Allow 8–10 weeks for transcripts to be processed. All transcripts **MUST** be received by the application deadline. Failure to have all transcripts submitted by the application deadline to Jackson Community College may result in an incomplete Respiratory Care application.) An incomplete application may result in admission to this program being **denied**.
- 5) Meet Technical Standards for Admission of the Allied Health Department and Technical Standards and Functions required for the Respiratory Care Program.

APPLICATION REQUIREMENTS for RESPIRATORY CARE PROGRAM

The Respiratory Care program is designed to prepare the student for employment in the field of respiratory care; positions are located within hospitals, long term care facilities, and other outpatient settings. Upon successful completion, students are eligible to write the National Board for Respiratory Care (NBRC) exams. Satisfactory completion of the NBRC board certifying exams allows the respiratory care practitioner to use the initials of RRT, Registered Respiratory Therapist.

Admission Requirements and Process for the Respiratory Care Program

- 1) Students must have completed all prerequisite course work with a final grade of 3.0 or better in each prerequisite course.

The following Pre-Requisite courses are required

- | | | |
|---------------------|----|--|
| a) BIO 132 | or | Human Biology (4credits) |
| BIO 155 | or | Human Anatomy and Physiology (5 credits) |
| BIO 253 and BIO 254 | | Human Anatomy and Physiology (8 credits) |
| b) ENG 131 | | Writing Experience (3 credits) |
| c) MTH 131 | | Intermediate Algebra (3 – 4 credits) |
| d) HOC 130 | | Introduction to Health Occupations (3 credits) |
| e) MOA 120 | | Medical Terminology (2 - 3 credits) |

All Respiratory Care courses must be completed with a minimum GPA of 2.0 to be considered passing. All Respiratory Care clinical practicum courses are subject to special scheduling dates which may not follow the traditional college semester calendar.

- 2) All applicants' academic records are evaluated by using a numerical point system. Entry into the Respiratory Care program is competitive.
- 3) Students, if necessary, must be prepared to travel to clinical sites for experience. A clinical site is a third party entity into which students are placed for practical experience. JCC cannot guarantee that a particular clinical site will be available. Students can not rely upon the availability of a clinical site in particular geographical location. Especially in the second year of the program, students will be required to travel to clinical sites that may be as much as 60 miles away from JCC.
- 4) All **accepted** applicants will be required to submit a completed statement of health/physical condition. The completed physical statement needs to include: medical history, physical exam results, and immunizations. This statement must be received by the Allied Health office prior to any Respiratory Care student beginning his/her clinical education.
- 5) All **accepted** Respiratory Care students must submit proof of Hepatitis B vaccination or a signed waiver, as well as a criminal background check and drug screen. Other requirements specified by the clinical sites will also have to be met.
- 6) Jackson Community College does not provide criminal background checks, drug screens, health physicals and/or any required vaccinations.
- 7) All **accepted** Respiratory Care students must submit to a criminal background check, as required by state law for health care providers. The check must have been completed no longer than one year prior to the beginning of this first clinical rotation. The cost for the criminal background check is not covered by Jackson Community College. The completed report (with no active exclusions reported) must be received by the Legal Affairs office prior to any Respiratory Care student beginning his/her clinical education.

Admissions process is nondiscriminatory in regards to race, color, religion, national creed, national origin or ancestry, age, gender, sexual preference, marital status, or handicap.

ACCEPTANCE PROCESS

- 1) The order of acceptance of qualified applicants will be based on points achieved. All prerequisites must be completed before an applicant can be considered for the Respiratory Care program.
- 2) If a student is not offered a space in the program for which he/she has applied and wishes to be reconsidered for next year, the student must re-submit another Program Application Form and the \$50.00 application fee for that program year. *Your application and application fee will **NOT** automatically be rolled over.*
- 3) Upon acceptance to Respiratory Care Program, an applicant must complete the Health Certification Form and obtain Health Care Provider CPR certification. This training includes infant, child, adult, 1 man – 2 man CPR and choking. **This MUST be maintained and current while in the program.**
- 4) Notification of applicants' status in the Respiratory Care program will be made **in December** for the upcoming winter semester. If a student chooses not to accept a seat in the program for that year, he/she will need to reapply for the next year and compete with the other applicants for that year.

POINT SYSTEM

The selection process will be based on the following point system.

| <u>Criteria</u> | <u>Possible Points</u> | | |
|---|---|--|---|
| Previous degree earned (each): | Yes = 1 No = 0 | | |
| Allied Health degree (each): | Yes = 1 No = 0 | | |
| Allied Health experience <i>Professional References with verification of AH Experience</i> | RT 1 – 5 years = 3 Over 5 years = 4 | Direct pt care (other) 1 – 5 years = 2 Over 5 years = 3 | (other) 1 – 5 years = 1 Over 5 years = 2 |
| BIO 132 or BIO 155 or BIO 253 & BIO 254 Human Biology or Human Anatomy & Physiology | 3.0 = 2 3.5 = 3 4.0 = 4 | | |
| MTH 131 Inter. Algebra | 3.0 = 2 3.5 = 3 4.0 = 4 | | |
| ENG 131 Writing Experience | 3.0 = 1 3.5 = 2 4.0 = 3 | | |
| HOC 130 Intro to Health Occupations | Waiver or 3.0 = 1 3.5 = 2 4.0 = 3 | | |
| MOA 120 Medical Terminology | 3.0 = 1 3.5 = 2 4.0 = 3 | | |
| College GPA JCC GPA will be used for this evaluation. If the applicant has taken NO COURSES at JCC, the transfer GPA will be used. | 2.0 – 2.5 = 1 2.6 – 3.0 = 2 3.1 – 3.5 = 3 3.6 – 4.0 = 4 | | |
| Completed Course Requirement: | CEM 131 or higher = 1 | | |
| Other Completed Course Requirements: (completed a course that is part of the Respiratory Care curriculum) | Any other of CIS 101, ENG 132, PSY 140, SPH 231/240, Any ADO 6 (see guide sheet for allowable courses): 5 = 3 3-4 = 2 1-2 = 1 | | |
| Hospital Tour (went on a prearranged, guided hospital tour arranged by program faculty) or Information Session (attended a meeting arranged by program faculty) These are available through the College and schedule will be announced at a later date. | Yes = 1 No = 0 | | |
| TOTAL Possible Points | 32 | | |

**TECHNICAL STANDARDS FOR ADMISSION
ALLIED HEALTH DEPARTMENT
JACKSON COMMUNITY COLLEGE**

The Allied Health Department faculty has specified the following non-academic criteria which applicants generally are expected to meet in order to participate in the Department of Allied Health Sciences programs and professional practice. These technical standards are necessary and essential and have been developed to provide for the health and safety of the patients receiving care from the Allied Health Department program students.

OBSERVATION – The applicant must be able to participate in all demonstrations, laboratory exercises and clinical practicum in the clinical component and to assess and comprehend the condition of all patients assigned for examination, diagnosis and treatment.

COMMUNICATION – The applicant must be able to communicate with patients to effectively elicit patient compliance, understand and assess non-verbal communications; and be able to effectively transmit information to patients, physicians, paraprofessionals, faculty and staff in a timely way.

PSYCHOMOTOR – The applicant must have motor functions sufficient to elicit information from patients by appropriate diagnostic or therapeutic maneuvers; be able to perform basic tasks; possess all necessary skills to carry out diagnostic or therapeutic procedures; be able to interpret movements reasonably required to provide general care and emergent treatment/actions as necessary for patient safety and comfort.

INTELLECTUAL / CONCEPTUAL INTEGRATIVE AND QUANTITATIVE ABILITIES – The applicant must be able to measure, calculate, reason, analyze, evaluate, and synthesize information and observations. Problem solving, the critical skill demanded of Allied Health Practitioners, requires all of these cognitive abilities. In addition, the applicant must be able to comprehend three-dimensional structures and understand the spatial relationships of these structures.

BEHAVIOR AND SOCIAL ATTRIBUTES – The applicant must possess the emotional health required for full utilization of intellectual abilities; execute appropriate medical judgment; the prompt completion of assigned or non-assigned responsibilities for care of and service to the patient; and the development of supportive and effective relationships with patients. Applicants must be able to tolerate physical and mental work loads, function effectively under stress, adapt to changing environments and conditions, display flexibility and function in the face of uncertainties inherent in the clinical setting and with patients. Compassion, integrity, concern for others, interest and motivation are personal qualities with each applicant should possess.

Respiratory Care Program Curriculum

| | | Prerequisites | |
|---|--|----------------------|----------------|
| ENG 131 | Writing Experience | | 3 |
| MTH 131 | Intermediate Algebra | | 4 |
| BIO 132 or BIO 155 or BIO 253 and BIO 254 | Human Biology Human Anatomy & Physiology “ “ | | 4 5 8 |
| MOA 120 | Medical Terminology | | 3 |
| HOC 130 | Introduction to Health Occupations | | <u>3</u> 17 |
| Winter Semester | | | |
| RES 100 | Respiratory Care Techniques I | | 7 |
| RES 104 | Cardiopulmonary Assessment | | 2 |
| CEM 131 | Fundamentals of Chemistry (or higher) | | 4 |
| CIS 101 | Introduction to Computer Systems | | <u>3</u> 16 |
| Spring/Summer Semester | | | |
| RES 110 | Respiratory Care Techniques II | | 5 |
| RES 114 | Cardiopulmonary Pathophysiology | | 2 |
| RES 115 | Clinical Practice I | | <u>5</u> 12 |
| Fall Semester | | | |
| RES 120 | Respiratory Care Techniques III | | 6 |
| RES 124 | Respiratory Pharmacology | | 2 |
| RES 125 | Clinical Practice II | | 2 |
| RES 126 | Cardiopulmonary Pathophysiology II | | <u>2</u> 12 |
| Winter Semester | | | |
| RES 203 | Diagnostic Theory | | 4 |
| RES 205 | Clinical Practice III | | 5 |
| RES 207 | Advanced Cardiopulmonary Anatomy and Physiology | | <u>3</u> 12 |
| Spring/Summer Semester | | | |
| ENG 132 | Writing Experience | | 3 |
| PSY 140 | Introduction to Psychology | | 3-4 |
| RES 210 | Perinatal/Pediatric Critical Care | | <u>3</u> 10 |
| Fall Semester | | | |
| RES 220 | Respiratory Seminar | | 2 |
| RES 225 | Clinical Practice IV | | 5 |
| SPH 231/240 | Interpersonal Communication | | 3 |
| | Any ADO 6 (see guide sheet for allowable courses) | | <u>3</u> 13 |
| Completion of RRT Program | | | 91 hours |

Other classes recommended to strengthen the skills of a respiratory care practitioner might be:

- BIO 220 Microbiology
- MOA 112 Insurance, Reports, Law & Ethics
- PHL 232 Logic
- PHL 236 Ethics
- NUR 207 Normal/Therapeutic Nutrition
- PSY 252 Developmental Psychology

**TECHNICAL STANDARDS AND FUNCTIONS THAT ARE
REQUIRED TO SUCCESSFULLY COMPLETE AN
ASSOCIATE IN APPLIED SCIENCE DEGREE IN RESPIRATORY CARE**

Beginning with the spring semester, Respiratory Care students start their first clinical rotation. It is important for you to be made aware of the technical tasks and function requirements associated with the profession of Respiratory Care.

| | STANDARDS | FUNCTIONS |
|----|---|--|
| 1) | Ability to speak and write sufficient to be understood by others; ability to understand the communication of others. | Explain therapy, describe patient conditions, and implement patient education; write legibly and correctly in the patient's chart for legal documentation. |
| 2) | Sufficient ability to understand and follow verbal and written directions and information. | Receive reports and instructions for procedures from physicians. |
| 3) | Sufficient muscle strength, lower back and knee stability, to lift loads in excess of thirty-five pounds frequently and up to 55 pounds occasionally (with appropriate lifting techniques), and to move and guide the motion of heavy equipment on and off elevators, and over carpet.. | Lift, push and move respiratory equipment, supplies and devices from location to location within the workplace. |
| 4) | Sufficient muscle strength, lower back and knee stability and physical coordination, to stand, walk and perform procedures for prolonged periods of time. | Perform cardiopulmonary resuscitation, perform chest physiotherapy using two hands, combine standing and walking 70%-100% of a shift, bend frequently, maneuver in limited spaces, squat, kneel, climb/balance, reach above shoulder level and lift from high/low positions occasionally, bend and push/pull frequently. |
| 5) | Sufficient motor skills, manual dexterity and coordination to perform detailed procedures for prolonged periods of time. | Ability to use sterile technique; for example to insert catheters or to prepare and administer medication, assemble equipment for use and perform arterial puncture; repetitive use of hands would be for simple grasping, pushing and pulling approximately up to 26 pounds of pressure, and fine manipulation. |
| 6) | Sufficient muscle strength, lower back and knee stability to handle patients in a safe manner. | Assist in moving patients into various positions in bed. Such motion requires leaning across a bed and assisting to lift the patient as well as pulling and pushing on the patient. |
| 7) | Sufficient visual acuity to monitor the condition of the patient and discern fine details in brightly lit, as well as, dimly lit environments. | Ability to identify cyanosis, absence of respiratory effort, very small print found on medication bottles or unit doses, physician orders, and various types of equipment. |

TECHNICAL STANDARDS AND FUNCTIONS – Continued

| | STANDARDS | FUNCTIONS |
|-----|--|---|
| 8) | Sufficient hearing to monitor the condition of the patient and discern fine details in many kinds of environments. | Ability to understand the normal speaking voice without viewing the speaker's face, hear monitor alarms and emergency signals, hear pulses necessary for the measurement of blood pressure; and hear breath sounds when performing auscultation of the chest with a stethoscope. |
| 9) | Sufficient psychological stability and knowledge of techniques/resources to be able to respond appropriately and efficiently in emergent situations in order to minimize dangerous consequences either patient related or environment related. | Recognize and respond appropriately in emergency situations, and function safely under stressful conditions with the ability to adapt to a constantly changing environment in clinical situations involving patient care. |
| 10) | Sufficient psychological stability and knowledge of techniques/resources to work with potential hazards in order to minimize dangerous consequences either patient related or environment related. | Ability to work with potential hazards, such as medical diseases (such as blood borne pathogens and tuberculosis), gases, humidifying gases, nebulized medications, and odors from patients, mechanical or electrical burns, explosive and radiation hazards, due to electrical and pneumatic equipment contact, as well as administration of therapy to patients with internal radiation implants and infectious disease, and exposure to latex. |
| 11) | Ability to learn technical medical and pathophysiological information. | Completion of the clinical and didactic components of the program requires the time and the ability to learn. |

You need to be able to perform each of these tasks with or without accommodation. If an accommodation is necessary because of a disability it is your responsibility to provide documentation and to request accommodation. The college will endeavor to satisfy requests for reasonable accommodations; however, they are not guaranteed.

APPLICATION and TRANSCRIPT RECEIPT DEADLINE:

August 31st (Respiratory Care) for a Winter Semester program start (January)