



# APPLICATION FOR ADMISSION TO THE RESPIRATORY THERAPY PROGRAM

JACKSON COLLEGE  
ASSOCIATE IN APPLIED SCIENCE RESPIRATORY THERAPY

NAME \_\_\_\_\_ JC STUDENT ID NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**Please complete these before entering the program:**

1. Have you applied and been accepted to Jackson College?  Yes
2. Have you worked in the Allied Health Field Previously?  No  Yes for \_\_\_\_\_ years.  
If yes, please attach a list of positions and letters of employment.
3. Do you have a previous degree(s)?  No  Yes - If yes, have you attached copies?  Yes
4. Have you attended a Respiratory Information Session at JC?  No  Yes Date attended \_\_\_\_\_
5. For each course listed below, please fill in an appropriate response:

**Indicate your grade if you have completed the course OR indicate your current enrollment.**

A minimum grade of **2.5** in the following class(es):

**ENG 131 (or greater)** \_\_\_\_\_ (\*3 transfer credits)

**BIO 132** \_\_\_\_\_ or **BIO 253** \_\_\_\_\_ & **BIO 254** \_\_\_\_\_

**MAT130 (or greater)** \_\_\_\_\_ (\*3-4 transfer credits)

*\*This is a competitive program. Minimum Grades do not Guarantee Admission.*

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Navigator Signature

**Apply directly to YOUR STUDENT SUCCESS NAVIGATOR** (*Applications will only be accepted from Student Success Navigators.*)

**APPLICATION AND TRANSCRIPT RECEIPT DEADLINE:**

**NOVEMBER 15<sup>th</sup>.**

*(If this date falls on a weekend, the deadline defaults to the next business day).*

## **RESPIRATORY THERAPY ASSOCIATE IN APPLIED SCIENCE ADMISSION PROCESS**

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

### **Accreditation Status**

The Jackson College Respiratory Therapy program is accredited through the Commission on Accreditation for Respiratory Care (CoARC). For more information on the program's accreditations status, contact Tom Smalling, PhD RRT, Executive Director, Committee on Accreditation for Respiratory Care, 264 Precision Blvd., Telford, Tennessee 37690, (817) 283-2835, ext. 107.

### **APPLICATION PROCEDURE**

- 1) Submit a Jackson College application.
- 2) Submit a completed Application for Admission to the Respiratory Therapy Program and indicate the desired year. This application must be submitted directly to your Student Success Navigator.
- 3) Be a high school graduate or successfully complete the G.E.D. test.
- 4) Forward all transcripts from colleges previously attended to the Jackson College Records Office. 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 College may result in an incomplete Respiratory Therapy application. An incomplete application may result in admission to this program being denied.
- 5) Meet the Technical Standards and Functions required for the Respiratory Therapy Program.

### **APPLICATION REQUIREMENTS**

This program is designed to prepare the student for employment in respiratory therapy. Positions are in hospitals, long-term care facilities, and other outpatient settings. After successful completion, graduates are eligible to take the National Board for Respiratory Care (NBRC) exams. Passing both credentialing NBRC board exams allows the respiratory care practitioner to use the initials RRT, Registered Respiratory Therapist.

Students must have completed all prerequisite coursework before applying.

- All applicants' academic records are evaluated by using a numerical point system. Entry into the Respiratory Therapy program is competitive. If a prerequisite course that is a "point counter" (*see page 4*) is not completed when the application is submitted, no points will be awarded for that course. However, consideration for the Respiratory Therapy program will still apply.

#### **The following prerequisite courses are required, with a grade of 2.5 or better:**

1. BIO 132 **or** Human Biology (4 credits)  
BIO 253 and BIO 254 Human Anatomy and Physiology (8 credits)
2. ENG 131 (*or higher*) Writing Experience (3 credits)
3. MAT 130 (*or higher*) Quantitative Reasoning (3 – 4 credits)
4. Additional courses required for degree: PSY 130, Any GEO 2, Any GEO 6 (can be taken in conjunction with core classes.)

The admissions process is nondiscriminatory regarding race, color, religion, national creed, national origin or ancestry, age, gender, sexual preference, marital status, or handicap.

## ACCEPTANCE CRITERIA

1. The order of acceptance of qualified applicants will be based on points achieved.
2. If a student is not offered a space in the program for which they have applied and wishes to be reconsidered next year, they must re-submit another Program Application Form. The application will not automatically be rolled over.
3. The Respiratory Therapy Program will notify applicants of their status in November for the upcoming Spring semester. If a student chooses not to accept a seat in the program for that year, they will need to reapply for the next year and compete with the other applicants for that year.
4. Guaranteed Seats: Each admission cycle, the RT Program will reserve five seats for students who have successfully completed the Jackson College Medical Assistant Certificate Program.
  - These students must also complete all other admission requirements as defined above for acceptance to the Respiratory Therapy Program.
  - If there are more than five students from the JCMA group, they will be selected based on points (see pg.4). Those with the highest point will be selected first. The remaining students will go into the general applicant pool and be selected by overall points, with the same opportunity as all other applicants.

## UPON ACCEPTANCE REQUIREMENTS

1. Students must be prepared to travel to clinical sites for the experience. A clinical site is a third-party entity where students are placed for practical experience. JC cannot guarantee that a particular clinical site will be available, and students cannot rely upon the availability of a clinical site in a specific geographical location. Especially in the program's second year, students must travel to clinical sites that may be as much as 80 miles away from JC.
  - All Respiratory Therapy clinical practicum courses are subject to special scheduling dates, which may not follow the traditional college semester calendar.
2. All accepted applicants must submit a completed health/physical condition statement. The completed physical statement must include medical history, physical exam results, and proof of immunization. The Allied Health office must receive this statement before any Respiratory Therapy student begins their clinical education. Jackson College does not provide health physicals or required vaccinations.
3. All accepted applicants must submit to a criminal background check, as state law requires for healthcare providers. The review must have been completed no longer than six months before the start of the Respiratory Therapy program. Students are responsible for the cost of a criminal background check. The JC Security office must receive the completed report (with no active exclusions reported) before any student begins the program.
4. All accepted Respiratory Therapy applicants must purchase a Viewpoint account to host clinical site documentation and pay for drug screening, fingerprinting, and background checks. Students may also be responsible for paying for the ACEMAPP document system at certain clinical sites through the program.
5. Upon acceptance to the Respiratory Therapy Program, students 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 and will be completed through the American Heart Association. It must be maintained and current while in the program.

**POINT SYSTEM** - The selection process will be based on the following point system.

Criteria		Possible Points	
Previous degree earned or Military Service ( <i>with Honorable Discharge or Continued Service</i> ):		Yes = 3	No = 0
Allied Health degree or Certification: ( <i>This includes successfully completing a Health Science program at HACC, JACC, or LISD.</i> )		Yes = 3	No = 0
Enrolled in a 1-2-1 University Transfer Program		10 points	
<b>Allied Health Experience:</b>	<b>RT Experience</b>	<b>Direct Pt Care Exp (Other)</b>	<b>Indirect Medical Experience (other)</b>
Professional References with verification of AH experience are required. <i>*Please submit this documentation along with your application.</i>	1 – 5 years = 3	1 – 5 years = 2	1 – 5 years = 1
<i>*Max of 4 Pts for this category.</i>	Over 5 years = 4	Over 5 years = 3	Over 5 years = 2
<b>Completion Points for the following course:</b>			
4.0 = 3 points    3.5 = 2.5 points    3.0 = 2 points    2.5 = 1.5 points			
<b>BIO 132</b> <i>Human Biology</i>	<b>BIO 253</b> <i>Human Anatomy</i>	<b>BIO 254</b> <i>Human Physiology</i>	
<b>MAT 130</b> or ↑ <i>Quantitative Reasoning</i>	<b>ENG 131</b> or ↑ <i>Writing Experience</i>	<b>PSY 130</b> <i>Introduction to Psychology</i>	
<b>GEO 6 Course</b> <i>Any GEO 6</i>	<b>GEO 2 Course</b> <i>Any GEO 2</i>		
<b>Recommended courses worth additional points:</b>			
4.0 = 3 points    3.5 = 2.5 points    3.0 = 2 points    2.5 = 1.5 points			
<b>RES 101</b> <i>Intro to Respiratory Care</i>	<b>MOA 120</b> <i>Medical Terminology</i>	<b>CEM 131</b> <i>Chemistry</i>	
<b>Additional courses or items worth points:</b> Yes = 1 point    No = 0 points			
<b>HOC 130</b>	<b>COM 231</b>	<b>BIO 140</b>	
<b>HOC 135</b>	<b>HOC 145</b>	<b>BIO 220</b>	
<b>Information Session Attendance:</b> These are available through the College, and the schedule listings can be found on JC's Website.		<b>Yes = 1    No = 0</b>	
If two or more students receive the same number of points at the selection cut-off, a tie-breaker consideration will be based on the following order of conditions		<ol style="list-style-type: none"> <li>1. Highest grade in Human Biology or Anatomy and Physiology</li> <li>2. Years of Direct Patient Care</li> <li>3. Highest RES 101 Grade</li> <li>4. Resident of Jackson, Lenawee, or Hillsdale Counties</li> </ol>	

## Respiratory Therapy Program Curriculum

		<b>Prerequisites</b>	
ENG 131	Writing Experience		3
MAT 130	Quantitative Reasoning		4
BIO 132 or	Human Biology		4
BIO 253 AND 254	“ “		<u>8</u>
			11
<b>Spring Semester</b>			
<b>RES 100</b>	<b>Respiratory Care Techniques I</b>		<b>6</b>
<b>RES 104</b>	<b>Cardiopulmonary Assessment</b>		<u><b>2</b></u>
<b>RES 124</b>	<b>Respiratory Pharmacology</b>		<b>2</b>
			10
<b>Summer Semester</b>			
<b>RES 110</b>	<b>Respiratory Care Techniques II</b>		<b>5</b>
<b>RES 114</b>	<b>Cardiopulmonary Pathophysiology</b>		<b>2</b>
<b>RES 115</b>	<b>Clinical Practice I</b>		<u><b>4</b></u>
			11
<b>Fall Semester</b>			
<b>RES 120</b>	<b>Respiratory Care Techniques III</b>		<b>6</b>
<b>RES 125</b>	<b>Clinical Practice II</b>		<b>4</b>
<b>RES 126</b>	<b>Cardiopulmonary Pathophysiology II</b>		<u><b>2</b></u>
			12
<b>Spring Semester</b>			
<b>RES 204</b>	<b>Diagnostic Theory</b>		<b>2</b>
<b>RES 205</b>	<b>Clinical Practice III</b>		<b>5</b>
<b>RES 207</b>	<b>Advanced Cardiopulmonary Anatomy and Physiology</b>		<u><b>3</b></u>
			10
<b>Summer Semester</b>			
PSY 140	Introduction to Psychology		4
<b>RES 210</b>	<b>Perinatal/Pediatric Critical Care</b>		<b>3</b>
COM 250	Intercultural Communication		<u><b>3</b></u>
			10
<b>Fall Semester</b>			
<b>RES 220</b>	<b>Respiratory Seminar</b>		<b>2</b>
<b>RES 225</b>	<b>Clinical Practice IV</b>		<b>5</b>
	Any ADO 6 (see guide sheet for allowable courses)		<u><b>3</b></u>
			10
<b>Completion of RRT Program</b>			<b>75 hours</b>

## TECHNICAL STANDARDS FOR ADMISSION RESPIRATORY THERAPY JACKSON COLLEGE

Beginning with the summer semester, Respiratory Therapy students start their first clinical rotation. You need to be made aware of the technical tasks and function requirements associated with the profession of Respiratory Therapy.

	<b>STANDARDS</b>	<b>FUNCTIONS</b>
1)	Ability to speak and write sufficiently 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 and providers.
3)	Sufficient muscle strength, lower back, and knee stability, lifting loads over thirty-five pounds frequently and up to 55 pounds occasionally (with appropriate lifting techniques), and moving and guiding the motion of heavy equipment on and off elevators over the carpet.	Lift, push, and move respiratory equipment, supplies, and devices from one location to another within the workplace.
4)	Sufficient muscle strength, lower back and knee stability, and physical coordination to stand, walk, and perform procedures for prolonged periods.	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, twist and push/pull frequently.
5)	Sufficient motor skills, manual dexterity, and coordination to perform detailed procedures for prolonged periods.	Ability to use the sterile technique; for example, to insert catheters or to prepare and administer medication, assemble the 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
6)	Sufficient muscle strength, lower back, and knee stability to handle patients safely.	Assist in moving patients into various bed positions. This requires leaning across a bed, assisting in lifting the patient and pulling and pushing on the patient.
7)	Sufficient visual acuity to monitor the patient's condition and discern fine details in brightly lit and dimly lit environments.	Ability to identify cyanosis, absence of respiratory effort, tiny 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 patient's condition and discern fine details in many environments.	Ability to understand the normal speaking voice without viewing the speaker's face; hear monitor alarms and emergency signals; hear pulses necessary for blood pressure measurement; and hear breath sounds when performing auscultation of the chest with a stethoscope.
9)	Sufficient psychological stability and knowledge of techniques/resources to respond appropriately and efficiently in emergent situations 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 to minimize dangerous consequences, either patient-related or environment-related.	Ability to work with potential hazards, such as medical diseases (such as bloodborne pathogens and tuberculosis), gases, humidifying gases, nebulized medications, 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 time and the ability to learn.

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