



# APPLICATION FOR ADMISSION TO THE RESPIRATORY CARE PROGRAM

**WINTER 2019**

**JACKSON COLLEGE  
ASSOCIATE in APPLIED SCIENCE RESPIRATORY CARE**

Program Application Fee  
**\$50.00**

Please Attach Receipt of Payment to Application

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

ADDRESS \_\_\_\_\_

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

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

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

**The following must be completed prior to entering the program:**

1. Have you applied and been accepted to Jackson College?  **Yes**
2. Have you paid the \$50 Application Fee?  **Yes**      Have you attached a copy of the receipt?  **Yes**
3. Have you worked in the Allied Health Field Previously?  **No**    **Yes for \_\_\_\_\_ years.**  
    **If Yes, Please include a list of positions and letters of employment.**
4. Do you have a previous Degree(s)?  **No**    **Yes-If Yes, Have you attached copies?**  **Yes**
5. Have you attended a Respiratory Information Session at JC?  **No**    **Yes, proof attached?**  **Yes**
6. 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.

**\*You must meet the required credits for each prerequisite course transferred to JC**

***THIS PROGRAM IS COMPETITIVE. Minimum Grades DO NOT Guarantee Admission.***

Must have a minimum grade of **2.0** in the following classes:

**ENG 131** \_\_\_\_\_  
\*3 transfer credits

**MOA 120** \_\_\_\_\_  
\*2-3 transfer credits

Must have a minimum grade of **3.0** in the following classes:

**MAT130** or ↑ \_\_\_\_\_  
\*3-4 transfer credits

**BIO 132** \_\_\_\_\_ or **BIO 253** \_\_\_\_\_ & **BIO 254** \_\_\_\_\_  
\*Choose one BIO. 4 - 5 transfer credits

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); my admissions file is complete; and I have consulted with a Student Success Navigator.

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

\_\_\_\_\_  
Date

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

**Application form must be submitted directly to: YOUR STUDENT SUCCESS NAVIGATOR**  
Applications will only be accepted from Student Success Navigators.

**APPLICATION and TRANSCRIPT RECEIPT DEADLINE:**  
**AUGUST 31<sup>st</sup> (RESPIRATORY CARE) FOR A WINTER SEMESTER PROGRAM START (JANUARY)**

## RESPIRATORY CARE ASSOCIATE IN APPLIED SCIENCE ADMISSION PROCESS

Jackson 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).

### Accreditation Status

The Jackson College Respiratory Care 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, 1248 Harwood Rd., Bedford, Texas 76021-4244, (817)-283-2835.

### APPLICATION PROCEDURE - ALL Applicants must:

- 1) Submit a Jackson College application.
- 2) Submit a completed Jackson College Program Application Form and indicate the desired year. ***This application must be submitted directly to your STUDENT SUCCESS NAVIGATOR. The application fee must be paid to JC's Cashier's Office.***
- 3) Be a high school graduate or successfully complete the G.E.D. test.
- 4) Forward to the Jackson 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 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 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.  
***The following Pre-Requisite courses are required, with a grade of 3.0 or better:***
  - a) BIO 132 **or** Human Biology (4credits)  
BIO 253 and BIO 254 Human Anatomy and Physiology (8 credits)
  - b) MAT 130(or higher) Quantitative Reasoning (3 – 4 credits)  
***The following Pre-Requisite courses are required, with a grade of 2.0 or better:***
  - a) ENG 131 Writing Experience (3 credits)
  - b) 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.

All applicants' academic records are evaluated by using a numerical point system. Entry into the Respiratory Care 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. Consideration for the Respiratory Care program will still apply.**

- 2) 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. JC cannot guarantee that a particular clinical site will be available. Students cannot 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 JC.
- 3) 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.
- 4) 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.
- 5) Jackson College does not provide criminal background checks, drug screens, health physicals and/or any required vaccinations.
- 6) 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 six months prior to the start of the Respiratory Care program. The cost for the criminal background check is not covered by Jackson College. The completed report (with no active exclusions reported) must be received by the JC Security office prior to any Respiratory Care student beginning the Respiratory Care program.

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 application fee will be lowered to \$25 for that program year. *Your application and application fee will **NOT** automatically be rolled over.* For those applying to multiple programs in the same year, the \$50.00 application fee will be applied to any allied health program per 12-month period.
- 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 **November** 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.

<b>Criteria</b>		<b>Possible Points</b>			
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> <i>(Please submit this documentation along with your application)</i>	<b>RT</b> 1 – 5 years = 3 Over 5 years = 4	<b>Direct pt care (other)</b> 1 – 5 years = 2 Over 5 years = 3	<b>(other)</b> 1 – 5 years = 1 Over 5 years = 2		
RES 101 Introduction to respiratory care		4.0 = 4 3.0 = 3 2.0 = 2			
BIO 132 or BIO 253 & BIO 254 Human Biology or Human Anatomy & Physiology		4.0 = 6 3.5 = 4 3.0 = 2			
MAT 130 Quantitative Reasoning or higher		4.0 = 6 3.5 = 4 3.0 = 2			
ENG 131 Writing Experience		4.0 = 3 3.0 = 2 2.0 = 1			
MOA 120 Medical Terminology		4.0 = 3 3.0 = 2 2.0 = 1			
Additional <b>courses</b> recommended, not required					
BIO 220	Microbiology	Yes = 1	No = 0		
HOC 130	Intro to Health Occupations	Yes = 1	No = 0		
HOC 135	EKG	Yes = 1	No = 0		
HOC 145	Phlebotomy	Yes = 1	No = 0		
MOA 112	Medical Law & Ethics	Yes = 1	No = 0		
Chemistry (program requirement) or higher:		CEM 131:	4.0= 4	3.0= 2	2.0= 1
Other Completed Course Requirements: (completed a course that is part of the Respiratory Care curriculum)		PSY 140, or Any GEO6 (HUM 131 preferred, see guide sheet for allowable courses): 2 = 2    1 = 1			
Information Session (attended a meeting arranged by JC program faculty)  These are available through the College and the schedule listings can be found on JC's Website.		Yes = 1    No = 0			
<b>In the event that 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</b>		<ol style="list-style-type: none"> <li>Highest grade in Human Biology or Anatomy and Physiology</li> <li>Level (degree of difficulty) of MAT (e.g. MAT 140&gt;MAT 131)</li> <li>Highest grade in MAT 131</li> <li>Resident of Jackson, Lenawee, or Hillsdale Counties</li> </ol>			
<b>TOTAL Possible Points</b>		<b>41</b>			

## Respiratory Care Program Curriculum

		<b>Prerequisites</b>	
ENG 131	Writing Experience		3
MAT 130	Quantitative Reasoning (or higher)		4
BIO 132 or	Human Biology		4
BIO 253 & 254	Human Anatomy & Physiology		8
MOA 120	Medical Terminology		<u>3</u>
			13
<b>Winter Semester</b>			
<b>RES 100</b>	<b>Respiratory Care Techniques I</b>		<b>7</b>
<b>RES 104</b>	<b>Cardiopulmonary Assessment</b>		<b>2</b>
CEM 131	Fundamentals of Chemistry (or higher)		<u>4</u>
			13
<b>Spring/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>5</u>
			12
<b>Fall Semester</b>			
<b>RES 120</b>	<b>Respiratory Care Techniques III</b>		<b>6</b>
<b>RES 124</b>	<b>Respiratory Pharmacology</b>		<b>2</b>
<b>RES 125</b>	<b>Clinical Practice II</b>		<b>2</b>
<b>RES 126</b>	<b>Cardiopulmonary Pathophysiology II</b>		<u>2</u>
			12
<b>Winter Semester</b>			
<b>RES 204</b>	<b>Diagnostic Theory</b>		<b>3</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>3</u>
			12
<b>Spring/Summer Semester</b>			
PSY 140	Introduction to Psychology		4
<b>RES 210</b>	<b>Perinatal/Pediatric Critical Care</b>		<u>3</u>
			7
<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 GEO 6 (HUM131 preferred)		<u>3</u>
	see guide sheet for allowable courses)		10
<b>Completion of RRT Program</b>			<b>79 hours</b>

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

- BIO 220 Microbiology
- MOA 112 Medical 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.

	<b>STANDARDS</b>	<b>FUNCTIONS</b>
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 31<sup>st</sup> (Respiratory Care) for a Winter Semester program start (January)