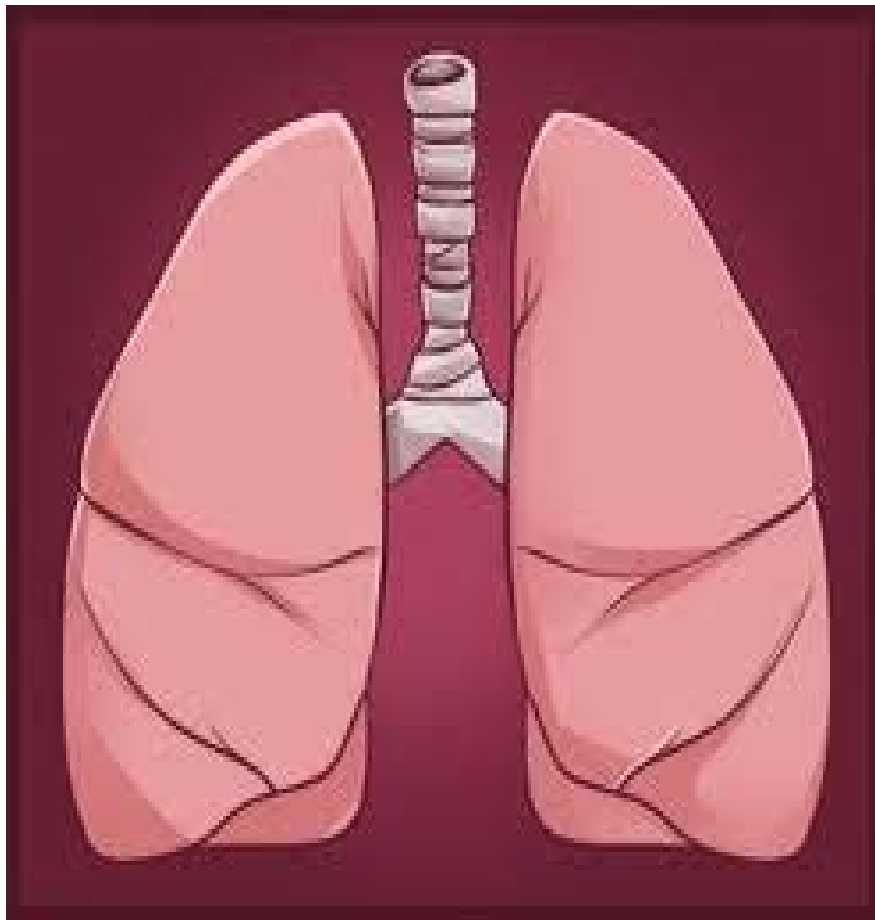


Ivy Tech Community College – Wabash Valley, Region 7
Terre Haute Campus

Respiratory Care Program
Application Information Packet
Deadline March 1, 2012



NON-DISCRIMINATION AND EQUAL OPPORTUNITY POLICY

Ivy Tech Community College of Indiana provides open admission, degree credit programs, courses and community service offerings, and student support services for all persons regardless of race, color, creed, national origin, religion, gender, sexual orientation, physical or mental disability, age or veteran status. The College also provides opportunities to students on the same non-discriminatory basis. Persons who believe they may have been discriminated against should contact the campus affirmative action officer, Human Resources Administrator, or the Vice Chancellor of Student Affairs. Ivy Tech Community College of Indiana is an accredited, equal opportunity/affirmative action institution.

PACKET DISCLAIMER

This packet is intended to supply accurate information to the reader. The College reserves the right to change the Program and course requirements; however, every effort will be made to inform students of any program changes. This handout and its provisions are not in any way a contract between an applicant and the College.

The respiratory care program is a selective admission program which means that the student must apply and be accepted into the program. Once accepted, the program takes 5 sequential semesters to complete.

The application packet must be completed with all requested information and papers to be considered for admittance into the respiratory program. The student must have a GPA of at least 2.0 in order to be considered an applicant to the program.

In the following sections, general respiratory knowledge and information about the Wabash Valley Respiratory Care program is shared, and steps of application to the program are reviewed. It is important that you read this packet before completing the application process; please contact a respiratory faculty member if you have any questions.

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**ACCREDITING AGENCIES FOR
RESPIRATORY CARE
AT
IVY TECH COMMUNITY COLLEGE**

The Respiratory Care Program, of Ivy Tech Community College – Wabash Valley Region is accredited by the Commission on Accreditation for Respiratory Care.

Commission on Accreditation for Respiratory Care
1248 Harwood Road
Bedford, TX 76021-4244
<http://www.coarc.com>
(817) 283-2835 (817) 354-8519 (fax)

The Higher Learning Commission of the North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400
Chicago, Illinois 60602-2504
<http://www.ncahlc.org>
Phone: 800-621-7440 / 312-263-0456
Fax: 312-263-7462

Profession and Program Overview

Overview of Profession

- Fast growing profession which is attributed to
 - Growing need for health care access
 - Aging population
 - Aging work force within the field
 - Technology
 - Expanding role of the RT
 - Treatment advances
- Career opportunities
 - Hospitals as a staff therapist
 - Extended care/Rehabilitation facilities
 - Home health care companies
 - Equipment sells
 - Physician offices
 - Transport teams
 - Emergency room/ intensive care units (adult, peds, neonatal)

Description of Respiratory Therapist's Job Duties

Respiratory therapist, as members of the health care team, work to evaluate, treat and manage patients of all ages with respiratory illnesses and other cardiopulmonary disorders in a wide variety of clinical settings. The scope of practices for an RT includes, but is not limited to:

- Acquiring and evaluating clinical data
- Assessing patient's cardiopulmonary status
- Oxygen, aerosol and lung inflation therapy
- Bronchopulmonary hygiene techniques
- Assisting with or performing diagnostic exams
 - Draw and analyze blood gases
 - Pulmonary function testing
 - Polysomnography
- Assessing the appropriateness of prescribed respiratory therapies
- Establishing therapeutic goals
- Development and modification of patient care plans
- Promoting cardiopulmonary wellness
 - Disease prevention education – smoking cessation
 - Disease management education
- Rapid response and code teams
- Ventilator initiation, management and termination
- Protocol usage
 - Initiate respiratory therapy orders
 - Monitor patient response to therapy and modify orders
- Promoting professional based by following clinical practice guidelines

PROGRAM GOALS AND PURPOSES

The Respiratory Care Program will graduate Advanced Level RRT eligible students with the knowledge and experience to function as a respiratory care practitioner by the standards of education programs for the respiratory therapist according to CoARC.

1. Prepare students to become competent, conscientious RCP who will be able to provide patient care within the health care system as registered respiratory therapists.
2. Maintain a flexible program that is responsive to the needs of the community and individual students.
3. Provide an opportunity for qualified individuals to obtain Respiratory Care education regardless of age, sex, race or gender.
4. Prepare students to meet the Ivy Tech Community College requirements for graduation and to prepare students to be eligible for licensing in the State of Indiana.
5. Prepare students with a solid educational base upon which they may build to further their educational and/or career advancement.

CURRICULUM (Associate in Science Degree)

IVY TECH COMMUNITY COLLEGE OF INDIANA – WABASH VALLEY RESPIRATORY CARE PROGRAM CURRICULUM

| <u>Prerequisites</u> | <u>Credits</u> |
|---------------------------------|-----------------------|
| APHY 101 Anatomy & Physiology 1 | 3 |
| APHY 102 Anatomy & Physiology 2 | 3 |
| MATH 1XX Math | 3 |
| BIOL 2XX Microbiology | 4 |
| CHEM 1XX Chemistry 1 | 4 |
| ENGL 111 English Composition | 3 |
| PSYC 101* Psychology | 3 |
| COMM 101** Speech | 3 |
| IVYT 1XX Life Skills | 1 |

*SOCI 111 may be substituted for PSYC 101

** COMM 102 may be substituted for COMM 101

| <u>Semester 1</u> | <u>Credits</u> |
|-------------------------------|-----------------------|
| Resp 121 Intro to Respiratory | 6 |
| Resp 123 Cardiopulmonary ANP | 3 |
| Resp 223 Pharmacology | 3 |

Semester 2

| | |
|--|---|
| Resp 134 Clinical Application 1 (First 8 weeks) | 2 |
| Resp 137 Clinical Application 2 (Second 8 weeks) | 2 |
| Resp 126 Clinical Medicine I | 3 |
| Resp 122 Therapeutic Modalities (First 8 weeks) | 3 |
| Resp 125 Critical Care I (Second 8 weeks) | 3 |

Semester 3

| | |
|---|---|
| Resp 222 Critical Care 2 | 3 |
| Resp 229 Emergency Management | 1 |
| Resp 219 Clinical Applications in Critical Care I | 2 |

Semester 4

| | |
|--|---|
| Resp 220 Clinical Applications in Critical Care II | 3 |
| Resp 221 Cardiopulmonary Diagnostics | 4 |
| Resp 226 Continuing Care (Internet course) | 2 |

Semester 5

| | |
|---|---|
| Resp 224 Clinical Medicine II | 3 |
| Resp 237 Clinical Applications of Advanced Critical Care and Specialty Rotations | 3 |

RESOURCES AVAILABLE TO STUDENTS

The facilities and resources of Ivy Tech Community College –Wabash Valley are available to all respiratory care students. Students may use the College library, open computer lab, the Learning Resource Center, Student Services and other academic services. The RHIC simulation center is utilized by program faculty to enhance student learning with case study and hands on experience.

All courses are taught by faculty with advanced degrees in the appropriate fields of study.

Clinical experience is an integral part of the educational experience for all respiratory care students. The RCP program has affiliation agreements with a wide range of agencies to provide student-learning experiences. Agencies utilized include but are not limited to: IU Health Bloomington, Good Samaritan, Terre Haute Regional, Union – Terre Haute, Wishard, Deaconess, Gateway, Women’s Hospital, St. Vincent (86th St. in Indianapolis), Paris Community, Crawford Memorial, Sarah Bush Lincoln, Union – Clinton, St. Vincent Clay County, Putnam County, Sullivan County Community, Daviess Community, UAP Clinic, St. Vincent Dunn, Greene County General, Home Care Advangate and VNA of the Wabash Valley.

APPLICATION TO THE RESPIRATORY CARE PROGRAM

STEP ONE: Admission to Ivy Tech Community College

- Contact the Admissions Department for College admission requirements.
- Complete any academic skills advancement courses identified by the ASSET/COMPASS assessment.

STEP TWO: Admission to the Respiratory Care Program

- Attend a required program information session and/or meet with a program advisor; contact an academic/program advisor for campus-specific advising requirements.
- **The following prerequisites must be completed prior to enrollment into the technical/professional component of the Respiratory Care program.**

Program course prerequisites:

- APHY 101
 - APHY 102
 - BIOL 201 or 211
 - CHEM 101 or CHEM 111
 - MATH 118 or higher (example MATH 136)
 - ENGL 111
- **Program Admission Test:** Take the “Test of Essential Academic Skills” (TEAS V)
 - Refer to campus-specific instructions to register for and to complete the TEAS.
 - The TEAS may be taken twice in a two-year period regardless of the testing location.
 - The two test attempts/dates must be at least 30 days apart.
 - The student must pay the approved testing fee each time.
 - Scores will be valid for two years from the initial TEAS test date.
 - The TEAS has four parts: Reading, English, Math and Science.
 - The “Adjusted Individual Total Score” is used for determination of points for the program selection procedure (see “Selection Policy” information below).

- **Program Application:** Submit a program application on or before the established deadline.
 - Contact an academic/program advisor for campus-specific information about application requirements. This may include an applicant information sheet, TEAS scores, unofficial transcripts from all colleges
 - Deadline for submitting application materials:
 - Fall admission: March 1
 - Summer admission (Indianapolis Campus Only): March 1
 - Spring admission (East Central Campus Only): September 1
 - Preference is given to program applications submitted by the stated deadline; but if necessary, the deadline may be extended to fill class seats.

- **Selection Policy:** When the program receives more qualified applicants than the number of seats available, a point system is utilized to determine admission to the program.
 - Total points determine the rank of applicants. Subsequently, seats are offered to the highest rank on down until all seats are filled, the number of which are based on clinical site availability.
 - Students meeting the stated application deadline are ranked utilizing this point system at the end of spring semester.
 - Acceptance letters are mailed by June 1st
 - **Points for program prerequisite courses (maximum 120)**
 - **A = 20 points; B = 15 points; C = 10 points D = 5 points**
 - APHY 101
 - APHY 102
 - BIOL 201 or 211
 - CHEM 101 or CHEM 111
 - MATH 118 or higher (example MATH 136)
 - ENGL 111
 - *Points awarded for CLEP or DANTES test-out credit = 10 points.
 - For fall admission, courses must be completed by the end of the previous spring semester to count in the point system
 - **TEAS test points – maximum 100 points**
 - Points taken from the Adjusted Individual Total Score
 - **Tie Breaker** – Cumulative GPA (to 2 decimal points)

- Other courses that will be required **in order to graduate** are:
 - COMM 101 or COMM 102
 - PSYC 101 or SOCI 111
 - IVYT 1XX

RE-APPLICATION PROCESS

Application materials such as COMPASS scores are valid for two years. If the applicant is interested in being considered for admission the following year, the applicant must attend another information session to familiarize themselves with any changes that have occurred in the admission process. The applicant must meet all current admission requirements and application deadlines. After a student is inactive for two years, all inactive files in the School of Health Sciences Office are destroyed.

TRANSFER STUDENTS

Students transferring from another campus or school must meet with the Student Advising Center and provide official, notarized transcripts. The Advising Office will process transcript evaluation requests for all general education courses the student is asking to have transferred on a course by course basis, provided the student has earned a “C” or higher grade. The Advising Office will send the transcript evaluation requests to the Respiratory Care Program Director.

If a “Respiratory student” is transferring from another accredited respiratory care program, they must meet with Respiratory Care Program Director. The student will be expected to do the following: provide a letter of recommendation from their previous Program Director and Director of Clinical Education, demonstrate current didactic knowledge (student may be tested using previous final exams), demonstrate current psychomotor skills (student may be tested for clinical competencies). Based on the transfer student’s performance on exams and psychomotor skills, the Respiratory Care Program Director will recommend transferring in credit as appropriate. Transfer students can only be admitted on a clinical space available basis and all courses transferring in must be a “C” or higher grade.

ADVANCED STANDING

Requests for advanced standing must be made by the applicant to the Respiratory Care Program Chair. Applicants must provide documentation showing that they possess the skills required within the advanced standing.

For example: if an applicant has passed the CRT exam in the past two years, they are eligible to register for advanced level classes. If an applicant has not taken and passed the CRT exam within the previous two years, they could take and pass the CRT SAE exam. However, advanced standing in the clinical area requires documentation of skills. This documentation may include a letter from their hospital director describing the applicant’s clinical experience. Advanced standing may be given on a clinical rotation basis.

Beyond Acceptance into Respiratory

Health Form, Drug testing and Criminal Background Checks

All respiratory care applicants must have a health exam completed prior to entering clinical courses. During the exam, students will be expected to have all of their immunizations updated in addition to being tested for tuberculosis. If students have a positive tuberculosis skin test, they will be expected to follow the advice of their physician. Any student who does not complete the health forms or refuses to follow the advice of the physician will be withdrawn from the clinical rotations, jeopardizing progression through the program. Tuberculosis testing will be required yearly. Additionally flu vaccinations may be required during peak seasons.

Drug testing is required for clinical on a yearly basis. **You will be required to be tested for the following drugs: Amphetamines, Barbiturates, Cocaine (as Cocaine Metabolites) Benzodiazepines, Cannabinoids, Methadone, Methaqualone (Quaalude), Opiates, Phencyclidine (PCP), Propoxyphene (Darvon).**

In addition, you will be required to have annual criminal background check. Results of this testing could impact your ability to participate in clinical activities. Many health care employers now require negative results from drug testing and criminal background checks before employment. Our clinical affiliate institutions may require that students also meet additional requirements before participating in patient care or observation of patient care. Furthermore, if you have a positive drug test result, or have a criminal background, you also may not be able to obtain a state license to practice Respiratory Care.

The following statements are provided to give the potential RCP applicant a description of the type of physical/technical abilities necessary to complete the program or work in the typical hospital or clinical setting. These abilities are not measured as a requirement for program admission. However, the applicant is encouraged to consider the physical requirements of the program, and to make an appointment with the program chair to discuss concerns or requests for accommodation for his/her disability. Students with documented needs for accommodations are to meet with the campus Disabilities Support Service Representative.

Essential Functions

The Respiratory Care Program requires agility and strength sufficient to move from room to room, lift and position patients, maneuver in small places, and perform clinical services. Students must possess gross and fine motor abilities as well as auditory, visual, and tactile acuity, which are required to assess health status and perform effective patient care. See the chart below for specific requirements by the Respiratory Care program.

Frequency: O=Occasionally (1-33%) F=Frequently (34-66%) C=Constantly (67-100%)

| Physical Stamina Required (Description) | Frequency | Specify need for accommodation |
|---|------------------|---------------------------------------|
| <i>Lift</i> - up to 50 lbs to assist moving patients, supplies, equipment. <i>Lift</i> - up to 200 lb when moving patients | F O | |
| <i>Stoop</i> - adjust equipment. | F | |
| <i>Kneel</i> - manipulate equipment, perform CPR, plug in electrical equipment | O | |
| <i>Reach</i> - overhead lights, equipment, cabinets, attach oxygen to outlets, stocking | C | |
| <i>Motor skills, manual dexterity</i> – small and large equipment for storing, moving; apply sterile gloves; take BP; operate computers; perform CPR; utilize syringes, tubes, catheters; set up and maintain sterile field | C | |
| <i>Stand</i> for prolonged periods of time (to deliver therapy, check equipment and patient; perform surgical procedures). | C | |
| <i>Climb Stairs</i> to respond quickly to an emergency on another floor when elevators are unavailable or full. | O | |
| <i>Feel</i> - palpate pulses; perform physical exams; feel arteries or veins for puncture; assess skin temperature. | C | |
| <i>Push/Pull</i> large wheeled equipment, i.e. mechanical ventilators, wheelchairs, patients, x-ray, equipment, EKG machines, and office equipment. | C | |
| <i>Walk</i> for extended periods of time. | C | |
| <i>Walk quickly or run</i> to respond to emergency calls or assist in critically ill patient transports | O | |
| <i>Manipulate</i> - knobs, dials associated with diagnostic or therapeutic devices; small instruments, syringes. | C | |
| <i>Hear</i> - verbal directions, alarms, telephone; hear through a stethoscope for heart sounds, lung sounds, and blood pressure. | C | |
| <i>See</i> - patient conditions such as skin color, work of breathing; read small print and calibration on equipment; perceive color. | C | |
| <i>Talk</i> - communicate goals and procedures to patients in English. | C | |

| | | |
|--|---|--|
| <i>Read</i> - typed, handwritten, computer information in English. | C | |
| <i>Write</i> - communicate pertinent information (patient assessment, outcome assessments) in English. | C | |
| Mental Attitude (Description) | | |
| Function safely, effectively and calmly under stressful situations. | C | |
| Maintain composure and concentration while managing multiple tasks simultaneously. | C | |
| Prioritize multiple tasks. | C | |
| Social skills necessary to interact with patients, families, co-workers - of the same or different cultures; respectful, polite, discrete; able to work as a team. | C | |
| Maintain personal hygiene consistent with close contact during direct patient care. | C | |
| Display actions, attitudes consistent with ethical standards of the profession. | C | |
| <i>Exposure to blood borne pathogens</i> – Hepatitis, HIV. | F | |

Graduation Requirements

- Successful completion of all general education courses
- Complete **all** required clinical check-offs prior to graduation
- Successful completion of all respiratory care courses
- Complete graduation application
- Pass 2 NBRC examinations by NBRC standards
 - CRT, WRRT
- Take the NBRC Clinical Simulation Examination
- Complete CAAP test – college requirement
- Fulfill financial debts with college

Indiana Licensure

The graduate of Ivy Tech – Wabash Valley Respiratory Care Program is eligible to become licensed in the state of Indiana by successfully completing the NBRC entry-level exam.

Applicants to the program need to be aware that when completing the licensing application form, prospective practitioners will be asked the following question: “Have you, in the last three years, been convicted of or pled guilty to a violation of a federal or state law?”

FINANCIAL

ESTIMATED PROGRAM COST

| | | |
|-------------------------|--|--------------|
| Tuition: | 46 credit hours at \$104.55 (in state) per credit hour | \$4809.30* |
| Technology Fees: | 5 semesters at \$60 per semester | \$300* |
| CPR | Health Care Provider from AHA | \$55 |
| Equipment Bags | varies based on supplies | \$120 |
| Scrubs | 2 tops and pants, 1 pair white tennis shoes | \$150 |
| Supplies | stethoscope, calculator, scissors, watch | \$200 |
| Background Check | Yearly through Certified Background (1 st year) | \$111 |
| & Drug screen | (2 nd year) | \$111 |
| Employment Verification | | \$7 |
| Books | varies each semester | \$1500* |
| Examinations | Mock NBRC CRT, WRRT, Clinical simulation | <u>\$140</u> |
| | | \$7503.30*** |
| Variable Fees: | Physical Examination** | |
| | Immunizations/Vaccines/Titers** | |
| | Transportation and Gas | |

*Tuition, technology fees and books are estimates based on current in-state resident rates. Cost does not reflect general education or remedial courses.

**Medical expenses vary based on facility and insurance coverage.

***Total estimated cost does not include the variable fee items.

FINANCIAL AID

Ivy Tech Community College offers a variety of financial aid programs to students who need assistance to continue their education. The College Financial Aid Office administers most programs for federal, state, and institutional aid under specific policies and guidelines. Eligibility for most financial aid at the College is based upon the student's demonstrated financial need.

Students can apply for financial aid and scholarships through the Financial Aid Office. Counselors are available to assist you in completing the financial aid forms and answer questions that may arise during this process.

You should first meet with a financial aid counselor before dropping or adding courses during the semester because it could potentially affect your funding. Please refer to the Student Handbook, for further information.

APPLICATION PAPERWORK

Checklist for Complete Application

- Application form
- Signature sheet for accountability of information in Application Information Packet
- TEAS Test version V
- Copy of Ivy Tech Transcripts (unofficial – print off of campus connect)
- Copy of transcripts for any other college(s)/university(s)
- Signature sheet for accountability of information in Program Overview and Student Handbook

Application Deadline

The deadline for the application packet to be turned in is prior to 4:00 pm **March 1** of each year. The packet can be turned into any of the following individuals:

Program Chair– Brooke Truxal, room D100

Director of Clinical Education –Tiffany Key, room D100

Administrative Assistant – Jessica Dardeen, room B136

* Packets may also be taken to the copy center where they need to be stamped with a date and time and placed in the mailbox for Brooke Truxal.

Contact Information

Program Chair – Brooke Truxal, BS, RRT

Room D 100

812-298-2370

btruxal@ivytech.edu

Director of Clinical Education – Tiffany Key, AS, RRT

Room D 100

812-298-2330

tkey11@ivytech.edu

Administrative Assistant – Jessica Dardeen

Room B136

812-298-2238

jdardeen1@ivytech.edu

**Ivy Tech Community College of Indiana
Wabash valley – Region 7**

**Respiratory Care Program
Application Form**

Name _____

Student's C # _____

Address _____

City _____ State _____ Zip Code _____

Primary Phone Number _____

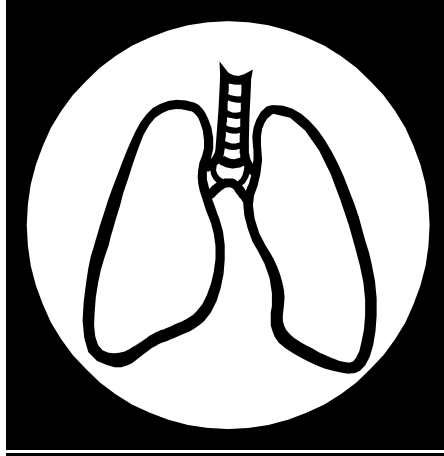
Secondary Phone Number _____

Email Address _____

This is to inform the Respiratory Care Program faculty that I am applying to the Respiratory Care Program at Ivy Tech Community College of Indiana, Wabash Valley, Region 7. I have completed or am in the process of completing the eight (8) general education courses.

Applicant's Signature

Date



**Ivy Tech Community College
Respiratory Care Program
Region 7 – Wabash Valley**

Application Information Packet

I have read and understand the "Application Information Packet, Deadline March 1, 2012" for the Respiratory Care Program at Ivy Tech Community College, Region 07, Terre Haute. I understand that I am accountable for the information contained within the packet and agree to contact program faculty with question that I may have regarding any information contained within the packet. I accept responsibility for the contents therein.

I fully understand that if I do not comply with the guidelines within the packet that my application may be incomplete and I will not be considered for admittance into the program.

Printed, Full Legal Name

Student Signature

Date